

WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – March 24, 2025

11:45 – WMU Auditorium

The Municipal Utilities Commission (MUC) held its regularly scheduled meeting on Monday, March 24, 2025, at 11:45 a.m. in the WMU Auditorium. Present was Commissioner Shawn Mueske, John Kennedy, Dave Baumgart, Patricia Elizondo, Terrill Sieck, and Bruce DeBlieck. Commissioner Carol Laumer arrived at 11:50 a.m.

Others present were Director of Administration Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, Outreach Coordinator John Eggert, Information Systems Coordinator Mike Sangren, City Council Liaison Tom Gilbertson, Executive Secretary Abby Ahrendt, City Attorney Robert Scott (via teleconference), City of Willmar Operations Director Kyle Box, and WC Tribune Journalist Jennifer Kotila.

The meeting began with the recitation of the Pledge of Allegiance. Commission President Mueske asked if there were any changes or additions to the agenda as presented. Mueske added Agenda Item #6 – Commission Governance.


With no additional changes to the consent agenda, Commissioner Sieck moved to approve the consent agenda, with Commissioner Baumgart seconding the motion.

RESOLUTION NO. 12

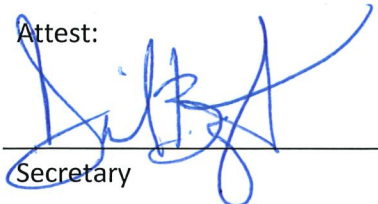
“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the consent agenda be approved as presented which includes:

- ❖ Minutes from March 10, 2025, MUC Meeting; and,
- ❖ Minutes from March 10, 2025, Labor Committee Meeting; and,
- ❖ Bills represented by vouchers No. 20250397 to No. 20250475 and associated wire transfers inclusive in the amount of \$2,713,566.94.

Dated this 24th day of March 2025


President

Attest:


Secretary

The foregoing resolution was adopted by a vote of 6 ayes and 0 nays.

Outreach Coordinator Eggert provided the Commission with a review of 2024 activities and an overview

of 2025 goals. Eggert reported that in 2024, the Bright Energy Solutions rebate program paid 134 rebates to customers and 24 Quality Install incentives to participating contractors. Additionally, the organization was awarded the 2024 APPA Safety Award of Excellence. Eggert highlighted various community marketing and outreach efforts he participated in throughout the year.

Looking ahead, Eggert outlined the 2025 safety goals, which include:

- Zero lost-time injuries
- Minimal housekeeping issues
- 100% training completion within 30 days of the scheduled training date

The 2025 marketing goals include:

- Continued involvement with the Chamber Connection
- Participation in community events
- Promotion of scholarship programs
- Enhancing the organization's social media presence
- Increasing HVAC contractor participation in the MRES Quality Install Program

Director of Administration Johnson updated the Commission on the land acquisition project, reporting that the City requested the matter be revisited at the April 7, 2025, City Council meeting. The Commission discussed cost, services, and location. Johnson noted that additional information will be prepared to ensure the City Council has all necessary materials to support moving the project forward. Commissioners expressed their continued support for the decision making process enacted by the WMU Commission and selected location.

Commission President Mueske proposed the creation of an ad hoc Commission Governance Committee to develop bylaws and/or operational procedures for the Municipal Utilities Commission. He recommended the committee consisting of three commissioners. Commissioners Laumer, Elizondo, and Mueske volunteered to serve. Laumer moved to approve the formation of the committee, with Kennedy seconding. The motion passed unanimously, 7-0.


Upcoming events to note:

- ❖ Labor Committee Meeting April 28, 2025 at 1:00 pm
- ❖ MRES 60th Annual Meeting (Sioux Falls, SD) May 7-8, 2025
- ❖ APPA National Conference (New Orleans, LA): June 6-11
- ❖ MMUA Summer Conference (Fargo, ND) August 19-21, 2025

There being no further business to come before the Commission, Commissioner Baumgart made a motion to adjourn. Commissioner Sieck seconded the motion. The motion carried unanimously with a vote of 7 ayes and 0 nays. The meeting was adjourned at 12:33 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES


Abby Ahrendt, Executive Secretary

ATTEST:


Dave Baumgart, Secretary