

WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – April 14, 2025

11:45 – WMU Auditorium

The Municipal Utilities Commission (MUC) held its regularly scheduled meeting on Monday, April 14, 2025, at 11:44 a.m. in the WMU Auditorium. Commissioners present included Shawn Mueske, John Kennedy, Dave Baumgart, Terrill Sieck, Carol Laumer, and Bruce DeBlieck. Commissioner Patricia Elizondo was absent.

Also present were Director of Administration Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, Facilities & Maintenance Supervisor Kevin Marti, Information Systems Coordinator Mike Sangren, City Council Liaison Tom Gilbertson, Executive Secretary Abby Ahrendt, City Attorney Robert Scott (via teleconference), WC Tribune journalist Jennifer Kotila, Senior Accountant David Meyer Conway, Deuth & Schmiesing, PLLP, and CPA Justin McGraw of Conway, Deuth & Schmiesing, PLLP.

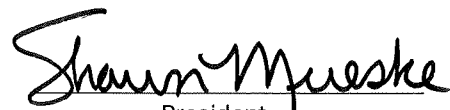
The meeting opened with recitation of the Pledge of Allegiance. Commission President Mueske asked if there were any changes or additions to the agenda as presented. General Manager Smith provided an explanation of the highlighted line items in the bill payment. Following review and discussion, Mueske called for a resolution on the consent agenda. Commissioner Baumgart moved to approve the consent agenda, with Commissioner Laumer seconding the motion.

RESOLUTION NO. 13

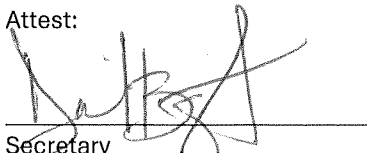
“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the consent agenda be approved as presented which includes:

- ❖ Minutes from the March 21, 2025, MUC Commission Retreat
- ❖ Minutes from the March 24, 2025 MUC Meeting Minutes; and,
- ❖ Bills represented by vouchers No. 20250476 to No. 20250568 and associated wire transfers inclusive in the amount of \$1,882,370.90.

Dated this 14th day of April 2025.


President

Attest:


Secretary

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

At this time, Commission President Mueske introduced CPA Justin McGraw from the accounting firm of Conway, Deuth & Schmiesing, PLLP. McGraw presented a summary of the 2024 Financial Statements and Accountants' Report for Willmar Municipal Utilities. He informed the Commission that, following a thorough review of WMU's financial statements and reporting records, the utility was found to be in full compliance with applicable laws, regulations, contracts, and agreements. Mr. McGraw also expressed his appreciation to Finance & Office Services Supervisor Andrea Prekker and WMU staff for their sound accounting practices

and strong leadership. Following discussion, Commissioner Kennedy moved to accept the 2024 Financial Statements and Accountants' Report as presented. Commissioner Baumgart seconded the motion, which carried unanimously (6-0).

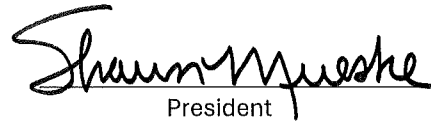
Finance & Office Services Supervisor Andrea Prekker reviewed the February 2025 Financial Reports, along with a summary of the Investment Portfolio as of February 28, 2025. The report included operating revenues, expenses, retained earnings, and comparative data for both the Electric and Water Divisions.

Facilities & Maintenance Supervisor Marti reported that, during routine maintenance at the North Pump Station, water damage was discovered on the building's south wall. Inspections by WMU staff and Carlson Construction identified the source as a failed roof membrane. Carlson Construction provided an estimate outlining several repair options. Following discussion, staff recommended proceeding with a plan to open the south wall to fully assess the extent of the damage before completing the necessary repairs. If repair costs exceed \$25,000, the 2025 Well 16 building project may be deferred until 2026.

RESOLUTION NO. 14

Authorization for Carlson Construction to complete repairs to the North Pump Station up to \$56,484, due to water damage caused by a failed roof membrane. Repairs shall proceed based on the submitted estimate, with funding to come from either the 2025 Well 16 Capital Project budget or the Operations & Maintenance (O&M) budget if the total cost remains under \$25,000. If necessary, the Well 16 building replacement may be deferred to 2026.

Dated this 14th day of April 2025.


President

Attest:


Secretary

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

General Manager Smith informed the Commission that Willmar Municipal Utilities was recently recognized by the American Public Power Association (APPA) for exceptional electric reliability in 2024. This national honor places WMU in the top 25% of public power utilities, based on outage and restoration performance tracked by APPA. The association commended WMU for its consistent dedication to reliable service, noting that its performance exceeded the national average for public power customers.

Smith provided an update on the land acquisition, stating that on Monday, April 7th, the City Council overturned the Utilities Commission's approval to move forward with the approved purchase agreement. He noted that the next step is to work collaboratively with City staff to identify a suitable location and continue progressing with the project.

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, Commissioner Baumgart moved to adjourn the meeting. Commissioner Laumer seconded the motion, which carried unanimously with a vote of 6 ayes and 0 nays. The meeting was adjourned at 12:45 p.m.

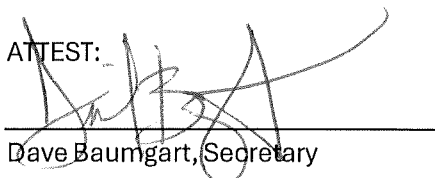
Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES



Abby Ahrendt, Executive Secretary

ATTEST:



Dave Baumgart, Secretary