

SPECIAL UTILITES COMMISSION MEETING

Meeting Minutes – May 19, 2025

11:45 – WMU Auditorium

The Municipal Utilities Commission (MUC) held its regularly scheduled meeting on Monday, May 19, 2025, at 11:44 a.m. in the WMU Auditorium. Commissioners present included Shawn Mueske, John Kennedy, Patricia Elizondo, Terrill Sieck, Carol Laumer, and Commissioner Dave Baumgart. Commissioner Bruce DeBlieck was absent.

Also present were General Manager Jeron Smith, Finance & Office Services Supervisor Andrea Prekker, Facilities & Maintenance Supervisor Kevin Marti, Information Systems Coordinator Mike Sangren, Line Distribution Supervisor Ed Zurn, City Council Liaison Tom Gilbertson, Executive Secretary Abby Ahrendt, City Attorney Robert Scott (via teleconference), and WC Tribune journalist Jennifer Kotila.

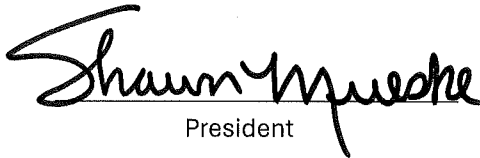
The meeting was called to order with the recitation of the Pledge of Allegiance. Commission President Mueske then asked if there were any additions or changes to the agenda as presented. General Manager Smith provided clarification on the highlighted line items in the bill payment list. Following review and discussion, President Mueske called for a resolution on the consent agenda. Commissioner Laumer made a motion to approve the consent agenda, which was seconded by Commissioner Baumgart.

RESOLUTION NO. 18

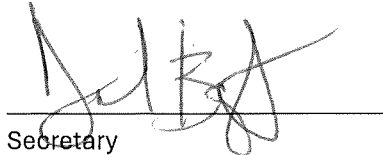
“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the consent agenda be approved as presented which includes:

- ❖ Minutes from the April 28, 2025 MUC Meeting Minutes;
- ❖ Minutes from April 28, 2025 Labor Committee Minutes; and,
- ❖ Bills represented by vouchers No. 20250655 to No. 20250762 and associated wire transfers inclusive in the amount of \$226,254.72.”

Dated this 19th day of May 2025.


President

Attest:


Secretary

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

Finance & Office Services Supervisor Prekker presented the March 2025 Financial Reports, including a summary of the Investment Portfolio as of March 31, 2025. The report covered operating revenues, expenses, retained earnings, and comparative data for both the Electric and Water Divisions.

Four WMU representatives, including three staff members and one commissioner, attended the 2025 MRES Annual Meeting held May 7–8. The event focused on collaboration, education, and advocacy for public power. Key highlights included a financial update demonstrating MRES's strong fiscal position, updates on potential impacts from the discontinuation of federal programs such as LIHEAP and Energy Star, and concerns regarding budget cuts affecting WAPA and the Army Corps of Engineers. Janell Johnson represented WMU on a panel highlighting the Key Account Program and community outreach initiatives. Keynote speaker Mark Mayfield delivered a presentation on the importance of team diversity. Additionally, Line Distribution Supervisor Zurn provided an overview of the Light Up Navajo VI project—which brings electricity to homes on the Navajo Nation—and expressed strong interest in WMU exploring future participation in this initiative that aligns with the mission of public power and community service.

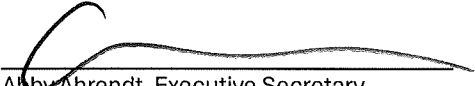
General Manager Smith informed the Commission that WMU will soon transition from its current meeting management system, Call to Order, to CivicPlus. The Commission viewed a brief overview video highlighting key CivicPlus features, including enhanced agenda management, a more user-friendly public interface for accessing meeting materials, and streamlined communication tools for staff and commissioners. Although a specific launch date has not yet been set, Smith indicated that the transition is forthcoming and assured the Commission that comprehensive training will be provided prior to implementation.

General Manager Smith shared recent operational and community highlights. A windstorm last week caused a brief outage affecting approximately 1,700 customers for 30 minutes. He reminded the Commission that WMU and the City of Willmar offer an online tool to report streetlight outages. WMU recently participated in community events such as Touch a Truck and Healthy Kids–Healthy Earth. Smith also informed the Commission of upcoming events, including the Solar Dedication, a Labor Committee Meeting, the APPA National Conference, the MMUA Summer Conference, and the MRES Leadership Academy. He noted that the next Commission meeting will be held on Tuesday, May 27 due to Memorial Day, and that the Line and Water Departments will observe summer hours of 7:00 a.m. to 3:30 p.m. through Labor Day.

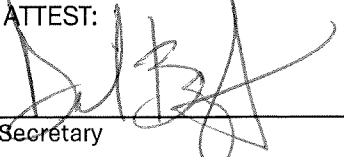
There being no further business, Commissioner Kennedy moved to adjourn the meeting. Commissioner Baumgart seconded the motion, which carried unanimously with a vote of six ayes and zero nays. The meeting was adjourned at 12:37 p.m.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES


Abby Ahrendt, Executive Secretary

ATTEST:


Secretary