



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – July 14, 2025

11:45 – WMU Auditorium

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

Also present were General Manager Jeron Smith, Facilities and Maintenance Supervisor Kevin Marti, Finance and Office Services Supervisor Andrea Prekker, Energy Services Outreach Coordinator John Eggert, Information Systems Coordinator Mike Sangren, City Council Liaison Tom Gilbertson, Executive Secretary Abby Ahrendt, City Attorney Robert Scott (attending via teleconference), and *West Central Tribune* journalist Jennifer Kotila.

The meeting was called to order by Vice President John Kennedy, serving as Acting President for President Shawn Mueske, followed by the recitation of the Pledge of Allegiance. Vice President Kennedy then inquired whether there were any changes or additions to the agenda as presented. General Manager Smith provided clarification regarding highlighted line items on the bill payment list. Following review and discussion, Commissioner Laumer made a motion to approve the consent agenda, which was seconded by Commissioner Baumgart.

RESOLUTION NO. 23

"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 June 23, 2025, MUC Meeting; and
- ❖ Bills represented by vouchers No. 2021016 to No. 20251124, including associated wire transfers, totaling \$1,880,040.30."

Dated this 14th day of July 2025.

Attest:

A blue ink signature of the Secretary, written over a horizontal line.
SecretaryA blue ink signature of the President, written over a horizontal line.
President

The foregoing resolution was adopted by a vote of six ayes and zero nays.

General Manager Smith provided an update on this year's WMU and MRES scholarships. Three recipients were awarded the 2025 WMU Scholarship: Morghan Lorensen, who will be attending Ridgewater College;

Braeden Fagerlie, who will be attending South Dakota State University; and Evan Wallestad, who will be attending North Dakota State University. In addition, both Braeden Fagerlie and Evan Wallestad were selected as recipients of the MRES Scholarship. Scholarship recipient Evan Wallestad and his mother, Melissa Wallestad, were in attendance at the meeting.

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

Finance & Office Services Supervisor Prekker reviewed the 2026 budget schedule with the Commission. She noted that the process is underway, with worksheet distribution, and staff review meetings scheduled. Upcoming steps include Planning Committee review, budget finalization, MUC approval, and submission to the City Council.


General Manager Smith noted that the current MMUA delegate on file is the former General Manager. He recommended updating the official delegate designation to reflect his role as General Manager. Commissioner Laumer made a motion to approve the appointment of Jeron Smith as the official MMUA delegate and Bruce DeBleck as the alternate. Commissioner Baumgart seconded the motion.

RESOLUTION NO. 24

“BE IT RESOLVED that the Willmar Municipal Utilities Commission hereby appoints Jeron Smith, General Manager, as the official delegate to represent WMU with the Minnesota Municipal Utilities Association (MMUA), and Bruce DeBleck as the alternate delegate, authorized to act in the absence of the designated representative. This appointment shall remain in effect until amended by the Commission.”

Dated this 14th day of July 2025.

Attest:


Secretary


President

The foregoing resolution was adopted by a vote of six ayes and zero nays.

General Manager Smith provided an update on the Downtown Generation Site Grading Project, noting that bids were opened on June 26, 2025. A total of eight bids were received and reviewed by the Commission. Following discussion, Commissioner Baumgart made a motion to accept the recommendation to award the contract to Diversified Foundations of Alexandria, MN, in the amount of \$429,137.60. The motion was seconded by Commissioner DeBleck.

RESOLUTION NO. 25

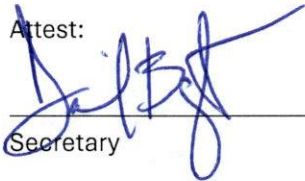
"BE IT RESOLVED that the Willmar Municipal Utilities Commission hereby awards the contract for the Downtown Generation Site Grading Project to Diversified Foundations of Alexandria, MN in the amount of \$429,137.60, as recommended by DGR Engineering."

Dated this 14th day of July 2025.



President

Attest:



Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

General Manager Smith shared with the Commission that Willmar Municipal Utilities received a 50-Year Milestone Award recognition from the Chamber of Commerce. He presented the award, which was handmade by Chamber member Jessica Hanson. Smith then provided a land acquisition update, noting that efforts are ongoing for three separate properties. One property owner is expected to submit an independent appraisal, after which a Labor Committee meeting will be scheduled to review pricing and discuss options. Following the Labor Committee meeting, WMU staff will meet with City staff to further discuss options and potentially move forward with a purchase.

Upcoming Events:

- ❖ Marshall Solar Plus Tour: August 14 & September 11 at 10:00 AM or 1:00 PM
- ❖ MMUA Summer Conference (Rochester, MN): August 18-20, 2025
- ❖ MRES Municipal Power Leadership Academy (Sioux Falls, SD): September 17-18, 2025

Vice President Kennedy asked if there were any additional matters for discussion. Hearing none, Commissioner Laumer moved to adjourn the meeting. The motion was seconded by Commissioner Baumgart and approved unanimously with a vote of six ayes and zero nays. The meeting adjourned at 11:59 a.m.

Respectfully submitted,
WILLMAR MUNICIPAL UTILITIES



Abby Ahrendt, Executive Secretary

ATTEST:



Secretary