



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – July 28, 2025

11:45 – WMU Auditorium

The Willmar Municipal Utilities Commission (MUC) held its regularly scheduled meeting on Monday, July 28, 2025, at 11:45 a.m. in the WMU Auditorium. Commissioners in attendance were John Kennedy, Terrill Sieck, Dave Baumgart, Carol Laumer, and Bruce DeBlieck. Commissioners Shawn Mueske and Patricia Elizondo were absent.

Also in attendance were General Manager Jeron Smith; Director of Administration Janell Johnson; Facilities and Maintenance Supervisor Kevin Marti; Information Systems Coordinator Mike Sangren; City Council Liaison Tom Gilbertson; Executive Secretary Abby Ahrendt; City Attorney Robert Scott (via teleconference); and West Central Tribune journalist Jennifer Kotila.

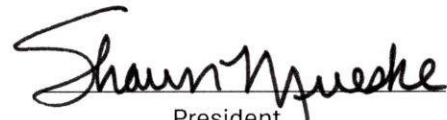
Vice President John Kennedy, serving as Acting President in the absence of President Shawn Mueske, called the meeting to order, followed by the Pledge of Allegiance. He then asked if there were any changes to the agenda. General Manager Smith requested the removal of Agenda Item 4, Amendment to Ordinance No. 1531. Commissioner Baumgart moved to remove the item, seconded by Commissioner DeBlieck, and that motion was approved unanimously. Vice President Kennedy proceeded to the consent agenda. General Manager Smith provided clarification on select items in the bill payment list. After review and discussion, Commissioner Laumer moved to approve the consent agenda, seconded by Commissioner Baumgart.

RESOLUTION NO. 27

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

- ❖ Minutes from the July 14, 2025, MUC Meeting
- ❖ Bills represented by vouchers No. 20251125 through No. 20251177, including associated wire transfers, totaling \$2,208,570.17.”

Dated this 28th day of July, 2025.


President

Attest:


Secretary

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

General Manager Smith presented the 2024 NERC Compliance Year-End Review. WMU remained in good


standing as a registered Transmission Owner under the oversight of NERC and the Midwest Reliability Organization. Throughout 2024, staff addressed 17 reliability standards through system inspections, policy updates, training, and required reporting. The review also outlined upcoming regulatory changes and new standards taking effect in 2025 and beyond.

General Manager Smith presented two proposals for a system-wide Arc Flash Assessment. Following review and discussion, he recommended awarding the contract to DGR Engineering due to its comprehensive scope, which includes distribution system modeling and GIS integration. Commissioner Laumer moved to approve the recommendation, seconded by Commissioner Baumgart.

RESOLUTION NO. 28

BE IT RESOLVED that the Willmar Municipal Utilities Commission hereby awards the 2025 Arc Flash Assessment contract to DGR Engineering in the amount of \$63,000. DGR's proposal was selected for its comprehensive scope, including assessment of all electric and water facilities, system modeling updates, and GIS data integration.

Dated this 28th day of July 2025.


President

Attest:


Secretary

General Manager Jeron Smith informed the Commission that the June MRES Board Summary is available for review. He also summarized recent Open Meeting Law updates, as presented by Attorney Robert Scott. Under the new provisions, members of public bodies, such as commissioners or council members, may attend meetings remotely from any location without disclosing their whereabouts, provided audio and visual participation is maintained, at least one member is physically present at the regular meeting site, and all votes are conducted by roll call. These updates apply to both open and closed meetings, so long as confidentiality is maintained. It was also noted that WAPA finalized a revision to its General Power Contract Provisions allowing customers to sell or transfer renewable energy certificates (RECs) associated with their hydropower allocation, with contract amendments required to participate. Smith concluded by acknowledging the July 27 storm, during which a fallen branch caused a 50-minute outage on Feeder 2, affecting approximately 1,700 customers. He commended WMU's line department for their prompt and effective response.

Upcoming Events:

- ❖ Labor Committee Meeting: August 7 at 12:00 p.m.
- ❖ Marshall Solar Plus Tour: August 14 & September 11 at 10:00 a.m. or 1:00 p.m.
- ❖ 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 Baumgart moved to adjourn the meeting. The motion was seconded by Commissioner Sieck and approved unanimously by a vote of five ayes and zero nays. The meeting adjourned at 12:20 p.m.

Respectfully submitted,
WILLMAR MUNICIPAL UTILITIES


Abby Ahrendt, Executive Secretary

ATTEST:


Secretary