



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – October 13, 2025

11:45 a.m. WMU Auditorium

The Willmar Municipal Utilities Commission met in regular session on Monday, October 13, 2025, at 11:45 a.m. in the WMU Auditorium. Commissioners present included Shawn Mueske (President), John Kennedy, Terrill Sieck, Dave Baumgart, Carol Laumer, Bruce DeBlieck, and Patricia Elizondo.

Staff present included Jeron Smith, General Manager; Janell Johnson, Director of Administration; Kevin Marti, Facilities & Maintenance Supervisor; Mike Sangren, Information Systems Coordinator; Abby Ahrendt, Executive Secretary; and Tom Gilbertson, City Council Liaison. City Attorney Robert Scott attended via teleconference. Jennifer Kotila of the *West Central Tribune* was also present.

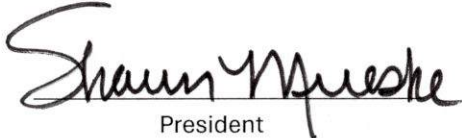
President Mueske called the meeting to order, followed by the Pledge of Allegiance. With no changes to the agenda, he proceeded to the Consent Agenda. General Manager Smith highlighted items within the payment of bills. Following review and discussion, Commissioner Baumgart moved, and Commissioner Laumer seconded to approve the Consent Agenda.

RESOLUTION NO. 42

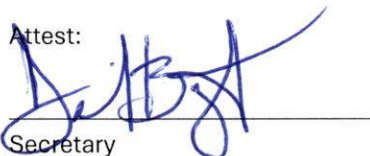
BE IT RESOLVED by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved as presented, including the following:

- ❖ Minutes from the September 22, 2025, MUC Meeting
- ❖ Bills represented by vouchers No. 20251476 through No. 20251599, including associated wire transfers, totaling \$1,983,064.67.

Dated this 13th day of October, 2025.


President

Attest:


Secretary

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

Director of Administration Johnson presented the August 2025 Financial Reports, which included a summary of the Income Statement covering revenues and expenses, retained earnings, and comparative data for both the Electric and Water Divisions, along with the Investment Portfolio and Cost of Power Report as of August 31, 2025.

Director of Administration Johnson reviewed ongoing collection efforts for delinquent utility bills, including the lien process. Property owners were notified and given the opportunity to contest; no requests were received. Following discussion, Johnson requested approval of a resolution asking the City Council to place

liens on twenty (20) properties totaling \$16,047.91. Commissioner DeBliek offered the resolution, seconded by Commissioner Baumgart.

RESOLUTION NO. 43

BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Municipal Utilities Commission requests the Willmar City Council to place liens on twenty (20) identified properties for delinquent utility bills for the total collectible amount of \$16,047.91.

Dated this 13th day of October, 2025.


President

Attest:


Secretary

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

Facilities & Maintenance Supervisor Marti reviewed the bids received for the Bulk Water Fill Station Project and recommended awarding the project to AquaFlow International for their low bid of \$78,870.00. Following discussion, Commissioner Laumer offered the resolution to award the bid to AquaFlow International, seconded by Commissioner Baumgart.

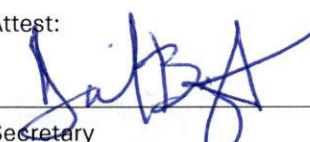
RESOLUTION NO. 44

BE IT RESOLVED that the Willmar Municipal Utilities Commission of the City of Willmar, Minnesota, awards the Bulk Water Fill Station Project to AquaFlow International in the amount of \$78,870.00.

Dated this 13th day of October, 2025.


President

Attest:


Secretary

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

Supervisor Marti reviewed cost comparisons between using the existing Well D2 and establishing a new direct connection to the water distribution system. Staff determined that sealing Well D2 and proceeding with the new connection would be the most cost-effective and practical option. Following discussion, Commissioner DeBliek offered a motion to authorize the sealing of Well D2, seconded by Commissioner Sieck. Motion carried unanimously.

General Manager Smith reported that proposals are being accepted until November 3rd for 2025-2027 audit services and bids until November 4th for the Wind Turbine Decommissioning Project. He noted that the Mayor read the Public Power Proclamation at the October 6th City Council meeting and that the amendment to Ordinance No. 1531, correcting identified rate discrepancies, was approved by the City Council at their meeting on October 6th. Smith also highlighted the Employee Recognition Luncheon, recognizing service milestones, new hires, retirements, and births within the Utilities. He mentioned the Willmar Fire Department's Family Night, where WMU participated with an energy services booth and two WMU linemen provided safety demonstrations. In response to a request for an update on the joint meeting between the City Council and Utility Commission, Smith reported that WMU staff has met with city staff twice to identify talking points and solicit proposals which will be presented to both bodies for approval before scheduling the joint meeting.

Upcoming Events:

- ❖ WMU Survey – September 22 – November 21
- ❖ Governance Committee Meeting – October 20
- ❖ MRES Area Meeting (Alexandria, MN) – October 22
- ❖ MMUA Governance in Action (St. Cloud, MN) – January 23, 2026

President Mueske asked for any additional discussion. Hearing none, Kennedy moved to adjourn, and Baumgart seconded. Motion carried unanimously. The meeting adjourned at 12:22 p.m.

Respectfully submitted,
WILLMAR MUNICIPAL UTILITIES


Abby Ahrendt, Executive Secretary

ATTEST:


Secretary