



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – December 8, 2025

11:45 a.m. WMU Auditorium

The Willmar Municipal Utilities Commission met in regular session on Monday, December 8, 2025, at 11:45 a.m. in the WMU Auditorium. Commissioners present were President Shawn Mueske, Terrill Sieck, Bruce DeBleck, Patricia Elizondo, John Kennedy, and Dave Baumgart. Commissioner Carol Laumer was absent.

Staff present included General Manager Jeron Smith; Director of Administration Janell Johnson; Facilities & Maintenance Supervisor Kevin Marti; Finance & Office Services Supervisor Andrea Prekker; Information Systems Coordinator Mike Sangren; Executive Secretary Abby Ahrendt; and City Council Liaison Tom Gilbertson, who arrived at 11:47 a.m. Also present were City Attorney Robert Scott (via teleconference) and Jennifer Kotila of the *West Central Tribune*.

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

RESOLUTION NO. 52

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 November 24, 2025, MUC Meeting
- ❖ Bills represented by vouchers No. 20251799 through No. 20251881, including associated wire transfers, totaling \$773,725.99.

Dated this 8th day of December, 2025.

Attest:

A handwritten signature in blue ink, appearing to be "D. B. A.", is written over a horizontal line. Below the line is the word "Secretary".

Secretary

A handwritten signature in black ink, appearing to be "Shawn Mueske", is written over a horizontal line. Below the line is the word "President".

President

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

Finance & Office Services Supervisor Prekker presented the October 2025 Financial Report, which included a summary of the Income Statement covering revenues and expenses, retained earnings, and comparative data for the Electric and Water Divisions, as well as the Investment Portfolio and Cost of Power Report as of October 31, 2025.

Information Systems Coordinator Mike Sangren provided a brief 2025 year-end IT review, outlining major upgrades, device replacements, and cybersecurity efforts. He also presented the CyberAdvisors penetration test results, noting that internal and external testing occurred July 2–9 with retesting on October 23. Retesting confirmed all remediated vulnerabilities were resolved, and annual penetration testing will continue in 2026.

General Manager Smith presented the proposal for a facilitated Joint Work Session between the City Council and the Utility Commission, outlining the background, process, and recommended selection of Dave Unmacht as the facilitator. Following review and discussion, the Commission noted concerns about the need for formal facilitation between two public bodies. President Mueske noted that the joint work session was directed by the City Council and that the Commission is expected to participate. After further discussion, President Mueske requested action on the proposal, upon which Commissioner DeBlieck moved to approve engaging Dave Unmacht to facilitate the joint work session between the City Council and Willmar Municipal Utilities, with Commissioner Sieck seconding the motion.

RESOLUTION NO. 53

BE IT RESOLVED that the Willmar Municipal Utilities Commission accepts the proposal of consultant Dave Unmacht to facilitate a joint work session with the Willmar City Council; that WMU will share fifty percent of the facilitation cost, up to \$6,250, with the City of Willmar; and that the General Manager is authorized to coordinate all related scheduling and preparation with the City Administrator.

Dated this 8th day of December, 2025.

Attest:

Secretary

President

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

General Manager Smith provided several brief updates. He noted that the City Council approved the MUC Bylaws on December 1. He also reviewed WMU's 2026 Environmental Footprint, highlighting that 83% of Willmar's projected electricity mix will be carbon-free. In addition, he presented an overview of WMU's 2024 power supply resources and emphasized the importance of maintaining a diverse portfolio to support reliability and affordability.

Upcoming Events:

- ❖ Labor Committee Meeting, December 11, 2025 at 12:00 p.m.
- ❖ WMU Potluck – December 16, 2025 at 12:00 PM
- ❖ MMUA Governance in Action (St. Cloud, MN) – January 23, 2026
- ❖ APPA Legislative Rally (Washington, D.C.) – February 23-25, 2026

President Mueske asked for any additional discussion. Hearing none, Baumgart moved to adjourn, and Kennedy seconded. Motion carried unanimously. The meeting adjourned at 12:45 p.m.

Respectfully submitted,
WILLMAR MUNICIPAL UTILITIES


Abby Ahrendt, Executive Secretary

ATTEST:


Secretary