

**NEW PRAGUE UTILITIES COMMISSION  
MEETING MINUTES**

**4/16/07**

The regular meeting of the New Prague Utilities Commission was held on April 16, 2007 at 3:30 p.m., at 118 Central Avenue North, New Prague, MN 56071.

PRESENT: Commissioners Dan Bishop, Jon Bergquist, Richard Jordan, and Duane Jirik.

OTHERS PRESENT: Public Works Director Dennis Seurer, Dan O'Neill, and Kyle Meyers

ABSENT: Chuck Wann

1. **CALL TO ORDER:** The meeting was called to order by Vice-President Bishop on April 16, 2007 at 3:35 p.m.
2. **APPROVAL OF AGENDA:** Motion made by Jordan to approve agenda as presented. Second by Jirik. Motion carried.
3. **MEETING MINUTES:** Motion by Bergquist to approve the March 26, 2007 meeting minutes as presented. Second by Jordan. Motion carried.
4. **UTILITY & SMMPA BILLS:** Motion by Jirik to approve claims for payment in the amount of \$200,953.63 and SMMPA claim of payment in the amount of \$357,504.88. Second by Bergquist. Motion carried.
5. **FINANCIAL REPORTS A-C:**
  - A. Investment Report – The investment report was presented for review and approval.
  - B. Financial Report – The financial report was presented for review and approval.
  - C. Kilowatt & Water Sales – The kilowatt and water sales were reviewed. No action needed.

Motion by Bergquist to accept the Investment and Financial Reports as presented. Second by Jirik. Motion carried.
6. **SMMPA BOARD OF DIRECTORS MEETING; MARCH 21, 2007:** Seurer presented minutes from the March 21, 2007 SMMPA Board of Directors meeting. No action needed.
7. **SMMPA BOARD OF DIRECTORS MEETING; APRIL 11, 2007:** Seurer informed the Commission of the business that was discussed at the April 11, 2007 SMMPA Board of Directors Meeting.
8. **WELL #6 AND WATER TREATMENT PLANT #3 FINANCING:** Dan O'Neill

from Northland Securities presented financial information regarding General Obligation Water Revenue Bonds in the amount of \$605,000.00 to finance the construction of Well #6 and the improvements of Water Treatment Plant #3. After a discussion, a motion was made by Bergquist to recommend to the City Council the issuance and sale of the \$605,000.00 General Obligation Water Revenue Bonds. Second by Jordan. Motion carried.

9. **2006 YEAR END AUDIT REPORT:** Kyle Meyers from Abdo, Eick, and Meyers LLP presented the 2006 year end audit report for the electric and water departments. After a discussion a motion was made by Bergquist to accept the 2006 year end audit report as presented. Second by Jirik. Motion carried. After further discussion of the Management Letter it was the consensus of the Commission to have staff address the concerns regarding written policies and procedures and report back to them.
10. **SCHOLARSHIP AWARD:** Seurer presented the lone essay from Carl Turner for the Utility sponsored Scholarship Program. After a discussion a motion was made by Jordan to award the \$500.00 scholarship to Carl Turner. Second by Bergquist. Motion carried. Turner's essay will be forwarded to MMUA for their statewide scholarship program.
11. **OPERATIONS REPORT:** Seurer reported the following information:
  1. Well #6 is under construction.
  2. Bolton and Menk's water testing trailer is on site at Water Treatment Plant #2 analyzing the filter media for the removal of Radium.

With no further business, motion Jirik to adjourn the meeting at 5:05 p.m. Second by Jordan. Motion carried.

**Attested:**  
**Dennis Seurer**