



MEETING MINUTES

NEW PRAGUE UTILITIES COMMISSION

Monday, April 26, 2021

The online meeting of the New Prague Utilities Commission (NPUC) was held on Monday, April 26, 2021, at 3:30 p.m., via GoToMeeting due to the COVID-19 Pandemic which is preventing attendance at the regular meeting location.

PRESENT: Commissioners Dan Bishop, Paul Busch, Dick Jordan, Brian Skok, and Bruce Wolf.

OTHERS PRESENT: General Manager (GM) Bruce Reimers, Finance Director Patty Solheid and Electric Operations Superintendent (EOS) Ken Zweber, Leah Davis, ABDO Eick & Meyers (AEM)

1. **CALL TO ORDER** - The meeting was called to order by Commissioner President Dan Bishop on Monday, April 26, 2021 at 3:30 p.m.
2. **APPROVAL OF AGENDA** - A motion was made by Commissioner Jordan and seconded by Commissioner Busch to approve the agenda. Motion carried 5-0.
3. **MEETING MINUTES** - A motion was made by Commissioner Bishop and seconded by Commissioner Skok to approve the March 9, 2021 Special Meeting Minutes and March 29, 2021 Regular Commission Meeting Minutes. Motion carried 5-0.
4. **UTILITY & SMMPA BILLS:** A motion was made by Commissioner Jordan and seconded by Commissioner Skok on the approval of:
 - A. Accounts Payable in the amount of \$155,139.01
 - B. The SMMPA claim for payment in the amount of \$407,593.14
5. **FINANCIAL REPORTS A – C** (Enclosed):
 - A. Investment Report – The Investment Report was presented for review and approval.
 - B. Financial Report – The Financial Reports were presented, reviewed, and approved.
 - C. Water & Kilowatt Hour Sales – The kilowatt and water sales were reviewed.

A motion was made by Commissioner Skok and seconded by Commissioner Wolf to accept all reports as presented. Motion carried 5-0.

6. **PROPOSED CHANGES TO ELECTRIC LINEMAN POSITION AND COMPENSATION MODEL:** Ms. Leah Davis with ABDO Eick & Meyers presented the revised compensation study with proposed changes for to the electric lineman position classification and compensation. After discussion, a motion was made by Bishop and seconded by Jordan to approve the Compensation Study with the addition of a separate pay grade for the electric lineman. The motion was carried on a three to one vote with Commissioner Wolf abstaining and Commissioner Skok voting against. This recommendation will be presented to the City Council for their consideration at their May 3rd meeting. Motion carried 3-1 & 1 abstained.
7. **PROMOTION OF JEFF STEINHOFF TO MAINTENANCE WORKER / WATER OPERATOR POSITION:** General Manager Reimers informed the Commission that the Utility and City had internally posted the position of Maintenance Worker / Water Operator and that they had

two people apply. After interviewing both candidates, staff and management are recommending Jeff Steinhoff to be hired as the Maintenance Worker / Water Operator with an estimated start date of June 1, 2021. A motion was made by Commissioner Skok and seconded by Commissioner Busch to approve the hiring of Mr. Steinhoff. Motion carried 5-0.

8. SMMPA / NPUC CAR CHARGER OWNERSHIP TRANSFER AGREEMENT – GM Reimers informed the Commission that SMMPA is requesting that ownership of the five car charging stations that had been purchased by SMMPA be transferred to the NPUC along with the warranty. SMMPA will continue to pay the maintenance cost but the NPUC will be responsible for the insurance cost going forward. The total value of the car charging equipment is \$47,500. NPUC has added this to our asset account and will also add it to the depreciation schedule. A motion was made by Commissioner Wolf and seconded by Commissioner Skok to approve the transfer of ownership with an effective date of April 26, 2021. Motion carried 5-0.

9. SMMPA BOARD OF DIRECTOR MEETING – March 10, 2021
Informational only, no action needed.

10. SMMPA BOARD OF DIRECTORS MEETING- April 14, 2021

General Manager Reimers updated the Commission on the following SMMPA Board discussions:

- SMMPA staff is in the process of changing the delivered coal contract and will most likely be working with Xcel Energy on a joint contract.
- SMMPA staff is working with member utilities on emergency operations should another event like the cold weather event in February take place in the future.

11. UPDATE ON BUILDING ADDITION:

GM Reimers and EOS Zweber informed the Commission that SEH had placed the advertisement for the building addition and that bids are due by 10 a.m. on May 18th.

12. GENERAL MANAGERS REPORT:

General Manager Reimers reported on the following:

- Main Street project is progressing ahead of schedule.
- There will be an added cost due to having to use sand as a fill material at the intersection of Central Avenue and Main Street. The use of sand was necessary to keep the vibration down during the compaction process.
- Informed the Commission that the NPUC had received two awards from APPA – one for the RP3 Program and the other for System Reliability.

13. OTHER BUSINESS:

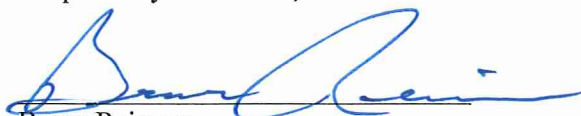
- None

14. ADJOURN:

A motion was made by Commissioner Jordan and seconded by Commissioner Skok to adjourn the April meeting at 5:02 p.m.

NEXT COMMISSION MEETING – TUESDAY, MAY 25, 2021, 3:30 P.M.

Respectfully Submitted,



Bruce Reimers
General Manager