



MEETING MINUTES

NEW PRAGUE UTILITIES COMMISSION

Monday, April 24, 2023

The regular meeting of the New Prague Utilities Commission (NPUC) was held on Monday, April 24, 2023 at 300 East Main Street.

PRESENT: Commissioners Dan Bishop, Paul Busch, Dick Jordan, and Bruce Wolf, Tom Ewert

STAFF PRESENT: General Manager (GM) Bruce Reimers, Finance Director Robin Pikal, and Electric Operations Superintendent (EOS) Ken Zweber

1. **CALL TO ORDER** - The meeting was called to order by Commission President Dan Bishop on Monday, April 24, 2023 at 3:28 pm.
2. **APPROVAL OF AGENDA** – Motion made by Commissioner Jordan and seconded by Commissioner Busch to approve the agenda. Motion carried (5-0).
3. **MEETING MINUTES** - Motion made by Commissioner Jordan and seconded by Commissioner Wolf to approve the March 23, 2023 Meeting Minutes. Motion carried (5-0).
4. **UTILITY & SMMPA BILLS:** Motion made by Commissioner Jordan and seconded by Commissioner Busch on the approval of:
 - A. Accounts Payable in the amount of **\$182,426.77**.
 - B. The SMMPA Claim for Payment in the amount of **\$501,121.24**.Motion carried (5-0).
5. **FINANCIAL REPORTS:**
 - 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.Motion made by Commissioner Busch and seconded by Commissioner Ewert to accept all reports as presented. with a request from Commissioner Jordan to check into the KWh sales for February. Motion carried (5-0).
6. **APPROVAL OF WATER DEPARTMENT SCADA UPGRADE**

GM Reimers reviewed proposed water department capital equipment expenditures for 2023 SCADA system replacements. GM Reimers explained due to equipment shortages caused by the pandemic, equipment replacements have been delayed for the past two years and now that equipment is available. Staff is recommending that all equipment be replaced in 2023 at an estimated cost of \$120,000. Motion made by Commissioner Wolf and seconded by Commissioner Jordan to approve the purchase and installation of SCADA equipment from the Eagan Company. Motion carried (5-0).

* Commissioner Ewert left the meeting at 4:11pm
7. **SMMPA BOARD OF DIRECTOR MEETING – March 8, 2023**

Informational only, no action needed.
8. **SMMPA BOARD OF DIRECTORS MEETING – April 12, 2023**

General Manager Reimers reported on the following:

 - A. SMMPA board reviewed the 2022 audit report.
 - B. SMMPA Staff and SHERCO management reviewed the 2022 SHERCO performance report and current plant maintenance and rebuild schedules.
 - C. SMMPA staff informed the board on changes to the energy resource requirements due to the passage of the 2040 renewable energy requirements.

9. GENERAL MANAGERS REPORT:

General Manager Reimers reported on the following:

Two utility staff members have completed the MMUA stepping into leadership program. Utility and City Management are looking into some administrative reorganization to better serve both departments. More information will be shared at the May Commission meeting. Both the water and electric departments are getting started on CIP projects in the NE sector of town.

10. OTHER BUSINESS:

None

11. ADJOURN:

A motion was made by Commissioner Jordan and seconded by Commission President Bishop to adjourn the April 24, 2023, meeting at 4:22 p.m. Motion carried (4-0).

NEXT COMMISSION MEETING – MONDAY, MAY 22, 2023, 3:30 P.M.

Respectfully Submitted,



Bruce Reimers
General Manager