



# MEETING MINUTES

## NEW PRAGUE UTILITIES COMMISSION

Monday, January 29, 2018

The regular meeting of the New Prague Utilities Commission was held on Monday, January 29, 2018, at 3:30 p.m., at 300 East Main St – Power Plant, New Prague, MN 56071.

**PRESENT:** Commissioners Dan Bishop, Paul Busch, Amy Jirik, and Richard Jordan

**ABSENT:** Commissioner Brian Skok

**OTHERS PRESENT:** General Manager - Bruce Reimers, Finance Director - Patty Solheid, Distribution Supervisor - Ken Zweber, and Principal of Dave Berg Consulting, LLC – Dave Berg

1. **CALL TO ORDER:** The meeting was called to order by President Bishop on Monday, January 29, 2018, at 3:44 p.m.
2. **APPROVAL OF AGENDA:** A motion was made by Commissioner Jordan to approve the agenda and seconded by Commissioner Busch. Motion carried.
3. **MEETING MINUTES:** A motion was made by Commissioner Jordan and seconded by Commissioner Busch to approve the December 26th, 2017 meeting minutes. Motion carried.
4. **UTILITY & SMMPA BILLS:** A motion was made by Commissioner Busch on the approval of:
  - A. Accounts Payable in the amount of \$342,385.93
  - B. The SMMPA claim for payment in the amount of \$433,116.77Seconded by Commissioner Jirik. Motion carried.
5. **FINANCIAL REPORTS A – C (Enclosed):**
  - A. Investment Report – The Investment Report was presented for review and approval.
  - B. Financial Report – The Financial Reports for December were presented for review and approval.
  - C. Water & Kilowatt Hour Sales – The kilowatt and water sales were reviewed.

A motion was made by Commissioner Jirik to approve the Financial Reports as presented, seconded by Commissioner Jordan. Motion carried.
6. **ELECTION OF OFFICERS – CURRENTLY HELD BY:**
  - A. President/Chairman – Dan Bishop
  - B. Vice-President – Dick Jordan
  - C. Secretary – Bruce Reimers
  - D. Treasurer – Paul Busch

A motion was made by Commissioner Jirik and seconded by Commissioner Busch to approve the Election of Officers and keep the same Officers from 2017. Motion carried.

7. **NPUC & MMUA 2018 TOM BOVITZ SCHOLARSHIP PROGRAM** (Enclosed)  
Motion by Commissioner Jordan and seconded by Commissioner Busch to participate in the MMUA Tom Bovitz Scholarship program as has been done in the past and also to award a \$500 scholarship to a local winner.
8. **APPROVAL OF DEPOSITORIES:**  
A. First Bank & Trust of New Prague  
B. Round Bank of New Prague  
C. US Bank of New Prague  
D. Wells Fargo Bank, N.A. Of New Prague  
E. Wells Fargo Advisors of New Prague
- A motion was made by Commissioner Jirik to approve the list of recommended depositories as listed, seconded by Commissioner Jordan. Motion carried.
9. **APPROVAL OF NEW PRAGUE TIMES AS THE OFFICIAL NEWSPAPER:** A motion was made by Commissioner Jirik, seconded by Commissioner Busch to approve the New Prague Times as the official newspaper.
10. **MINNESOTA PUBLIC UTILITIES COMMISSION COGENERATION AND SMALL POWER PRODUCTION TARIFF:** General Manager Reimers presented the MPUC Cogeneration and Small Power Production Tariff report to the Commission for their review and approval. Reported on the distribution and generation/net metering rules and policies and to accept the local filing of MPUC docket No#999/PR-18-09 cogeneration and small power production Tariff into public record. These records will also be available for public viewing on the City/Utilities website. A motion to accept the report as presented was made by Commissioner Bishop, seconded by Commissioner Busch. Motion carried.
11. **APPROVAL OF TRUCK & EQUIPMENT BIDS:** Motion by Commissioner Jordan, seconded by Commissioner Busch to accept bids for:  
A. The purchase of a 2018 F550 dump truck in the amount of \$38,340 from the State Bid Contract Holder Midway Ford.  
B. The purchase of an 8' dump box from Crysteel Truck Equipment for the amount of \$17,823.55.  
C. The acceptance of the highest bid of \$20,260 for the sale of the 2002 F550 chassis and box awarded to Steve Rynda Construction.
12. **SMMPA BOARD OF DIRECTORS MEETING – December 13, 2017** (Enclosed)  
Review only.
13. **SMMPA BOARD OF DIRECTORS MEETING- January 10, 2018** (Bruce)  
General Manager Reimers informed the Commission that the Owatonna energy station was in the final stages of testing and should be available for commercial operation in the near future. GM Reimers also informed the Commission that the SMMPA staff is also preparing an offer for a potential new member to join the agency. Additional information will be shared as it becomes available.
14. **GENERAL MANAGERS REPORT** (Bruce)  
General Manager Reimers informed the Commission:  
A. There have been three water main breaks so far this winter, all were fixed in a relatively short amount of time.  
B. The Electric department received the American Public Power RP3 award – an award recognizing public power utilities and their employees for their exceptional service, safety and reliability.

**15. OTHER BUSINESS**

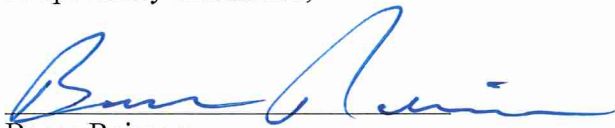
No other business

**16. ADJOURN**

A motion was made by Commissioner Jordan and seconded by Commissioner Busch to adjourn the January meeting at 4:27 P.M.

**NEXT COMMISSION MEETING - MONDAY, MARCH 26, 2018**

Respectfully Submitted,



Bruce Reimers  
General Manager