



MEETING MINUTES

NEW PRAGUE UTILITIES COMMISSION

Monday, October 26, 2020

The online meeting of the New Prague Utilities Commission (NPUC) was held on Monday, October 26, 2020, 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, and Bruce Wolf.

ABSENT: Commissioner Brian Skok

OTHERS PRESENT: General Manager (GM) Bruce Reimers, Finance Director Patty Solheid and Electric Operations Superintendent (EOS) Ken Zweber

1. **CALL TO ORDER:** The meeting was called to order by Commissioner President Dan Bishop on Monday, October 26, 2020 at 3:30 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 September 28, 2020 meeting minutes. Motion carried.
4. **UTILITY & SMMPA BILLS:** A motion was made by Commissioner Wolf and seconded by Commissioner Jordan on the approval of:
 - A. Accounts Payable in the amount of \$143,980.07
 - B. The SMMPA claim for payment in the amount of \$408,983.02
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 August were presented, reviewed, and approved.
 - C. Water & Kilowatt Hour Sales – The kilowatt and water sales were reviewed.

A motion was made by Commissioner Busch and seconded by Commissioner Wolf to accept the reports as presented. Motion carried.

6. **STAFF UPDATE ON COVID-19:** General Manager (GM) Bruce Reimers reported that staff have been healthy, and no contacts have been reported.
7. **SMMPA BOARD OF DIRECTOR MEETING – September 9, 2020**
Informational only, no action needed.
8. **SMMPA BOARD OF DIRECTORS MEETING- October 14, 2020**
General Manager Reimers updated the Commission on the following SMMPA Board discussions:
 - The 2021 budget was approved and there will be a one-time cash distribution to members to bring the cash reserves back into the bandwidth per the capital reserve policy.
 - Also approved keeping rates the same for 2021.
 - Staff is looking at making changes to the economic development application process. These changes will also be discussed at the board workshop and presented at the November board meeting.

9. GENERAL MANAGERS REPORT:

General Manager Reimers reported on the following:

- There are several accounts that are starting to have high past due balances. The State and NPUC are still recommending that utilities do not disconnect services for non-payment.
- Budgets are looking good and will be presented in November
- Staff is working with a consultant on a wage study.
- Water main replacement on 12th Street has been completed.

10. OTHER BUSINESS:

- None

11. ADJOURN:

A motion was made by Commissioner Jordan and seconded by Commissioner Busch to adjourn the October meeting at 4:02 p.m.

NEXT COMMISSION MEETING – MONDAY, NOVEMBER 30, 2020, 3:30 P.M.

Respectfully Submitted,



Bruce Reimers
General Manager