



MEETING MINUTES

NEW PRAGUE UTILITIES COMMISSION

Monday, March 26, 2018

The regular meeting of the New Prague Utilities Commission was held on Monday, March 26, 2018, at 3:29 p.m., at 300 East Main St – Power Plant, New Prague, MN 56071.

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

OTHERS PRESENT: General Manager - Bruce Reimers, Finance Director – Patty Solheid, and Distribution Supervisor – Ken Zweber

1. **CALL TO ORDER:** The meeting was called to order by President Bishop on Monday, March 26, 2018, at 3:29 p.m.
2. **APPROVAL OF AGENDA:** A motion was made by Commissioner Jordan to approve the agenda and seconded by Commissioner Skok. Motion carried.
3. **MEETING MINUTES:** A motion was made by Commissioner Skok and seconded by Commissioner Jordan to approve the February 26, 2018 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 \$139,134.94
 - B. The SMMPA claim for payment in the amount of \$409,683.00Seconded by Commissioner Skok. 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 February were presented for review and approval.
 - C. Water & Kilowatt Hour Sales – The kilowatt and water sales were reviewed.

A motion was made by Commissioner Skok to approve the Financial Reports as presented, seconded by Commissioner Busch. Motion carried.
6. **APPROVAL OF RESIDENTIAL OFF-PEAK ENERGY RATES:** A motion was made by Commissioner Skok and seconded by Commissioner Busch to approve the residential off-peak energy rates as presented. Motion carried.
7. **REVIEW OF 2017 DISTRIBUTION RELIABILITY REPORT:**

Distribution Supervisor Ken Zweber presented the 2017 Distribution Reliability Report to the Commission for their review. The report showed that the New Prague Utilities had only a few outages in 2017 and the response time to the outages and their repair were very good. A motion was made by Councilmember Jirik and seconded by Commissioner Bishop to accept the Distribution Reliability Report as presented and thanked the Staff for their efforts. Motion carried.
8. **MEMO – NEW PRAGUE UTILITIES COMMISSION 2018 SCHOLARSHIP PROGRAM:**

The Utilities Commission received four essays for consideration of a \$500 scholarship sponsored by the New Prague Utilities Commission. After review of the essays the Commission chose the essay submitted by

Daniel Turner as the winning essay. This essay will also be submitted to the MMUA and will be eligible for the statewide scholarship.

9. SMMPA BOARD OF DIRECTORS MEETING – February 14, 2018 (Enclosed)
Informational only

10. SMMPA BOARD OF DIRECTORS MEETING- March 14, 2018 (Bruce)

General Manager Reimers informed the Commission on the following:

- Owatonna Energy Station is up and running, however, at a slightly reduced rating
- Reviewed the SMMPA performance metrics scorecard

11. REVIEW OF SERVICE TERRITORY AGREEMENT AND NEXT STEPS:

The Commission reviewed the latest draft of the agreement and a motion was made by Councilmember Jirik and seconded by Commissioner Busch to approve the agreement in a form substantially similar to the current draft, subject to final review and revisions by Legal Counsel.

12. GENERAL MANAGERS REPORT (Bruce)

General Manager Reimers informed the Commission:

- A. The property dispute between the homeowner located at 107 Columbus Avenue North has been settled by means of a quick claim deed
- B. Baseball field light post and lights have been installed and other repairs were while using a lift
- C. Installing fiber lines to filter Plant #3 as soon as the weather gets warmer
- D. Have had four water main breaks to date this year
- E. Will be sending out two letters requiring immediate action by the home owner to allow New Prague Utilities entry to replace their water meter node

13. OTHER BUSINESS

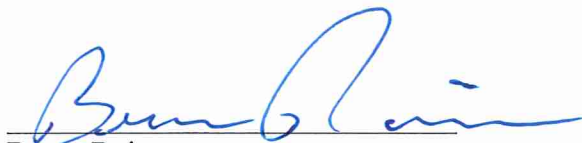
No other business

14. ADJOURN

A motion was made by Commissioner Skok and seconded by Commissioner Jordan to adjourn the March meeting at 5:05 P.M.

NEXT COMMISSION MEETING - MONDAY, MAY 29, 2018

Respectfully Submitted,



Bruce Reimers
General Manager