

NEW PRAGUE UTILITIES COMMISSION
MEETING MINUTES
January 17th, 2012

The regular meeting of the New Prague Utilities Commission was held on January 17th, 2012, at 3:30 p.m., at 118 Central Avenue North, New Prague, MN 56071.

PRESENT: Commissioners Chuck Wann, Richard Jordan, Dan Bishop, Paul Busch, and Chuck Nickolay.

OTHERS PRESENT: Public Works Director Dennis Seurer, Administrative Services Director Patty Solheid

1. **CALL TO ORDER:** The meeting was called to order by President Chuck Wann on January 17th, 2012, at 3:30 p.m.
2. **APPROVAL OF AGENDA:** Motion made by Commissioner Jordan to approve the agenda as presented. Second by Commissioner Busch. Motion carried.
3. **MEETING MINUTES:** Motion by Commissioner Bishop to approve December 19th, 2011, meeting minutes, second by Commissioner Nickolay. Motion carried.
4. **UTILITY & SMMPA BILLS:** Motion by Commissioner Bishop to approve claims for payment as amended in the amount of \$296,103.62 and SMMPA claim of payment in the amount of \$407,573.15. Second by Commissioner Busch. Motion carried.
5. **FINANCIAL REPORTS A – C:**
 - A. Investment Report – The Investment Report was presented for review and approval.
 - B. Financial Report – The Financial Report was presented for review and approval.
 - C. Kilowatt & Water Sales – The kilowatt and water sales were reviewed.

Motion made by Commissioner Busch to accept the Investment and Financial Reports as presented. Second by Commissioner Bishop. Motion carried.

6. **SMMPA BOARD OF DIRECTORS MEETING DECEMBER 14th, 2011:** Public Works Director Dennis Seurer informed the Commission of the business that was discussed at the December 14th, 2011, SMMPA Board of Directors meeting. Dennis Seurer informed the Commission that the SMMPA Board is considering a home energy report product for the remaining 15 SMMPA members that do not offer the product. The program which is accepted by the MN Division of Energy Resources as part of the mandated 1.5% energy savings requirement informs residential customers of their electric consumption and how it compares to a similar footage and year built home within the city. No action needed.
7. **ELECTION OF OFFICERS:** A motion was made by Commissioner Jordan, seconded by Commissioner Bishop to nominate the current slate of officers which are:
President/Treasurer – Chuck Wann
Vice President – Dan Bishop
Secretary – Dennis Seurer

Motion carried.

8. **APPROVAL OF DEPOSITORIES:** The Commission was presented with a list of depositories for their review and approval. A motion was made by Commissioner Nickolay, seconded by Commissioner Busch to approve the following list of Depositories:

- Round Bank of New Prague
- State Bank of New Prague
- US Bank of New Prague
- Wells Fargo of New Prague
- Wells Fargo Advisors of New Prague

Motion carried with Commissioner Bishop abstaining from the vote.

9. **APPROVAL OF OFFICIAL NEWSPAPER:** Due to a conflict of interest concerns, President Wann turned the meeting over to Vice-President Bishop to handle the agenda item.

A motion was made by Commissioner Jordan, seconded by Commissioner Busch to approve The New Prague Times as the official newspaper. Motion carried, with Commissioner Wann abstaining from the vote.

10. **DISTRIBUTION RELIABILITY REPORT:** Public Works Director Dennis Seurer presented to the Commission the results of the 2011 Distribution Reliability Report; after a discussion a motion was made by Commissioner Busch, seconded by Commissioner Bishop to accept the report as presented. Motion carried.

11. **MMUA SCHOLARSHIP PROGRAM:** The Commission was presented with information regarding the MMUA sponsored scholarship program. After a discussion a motion was made by Commissioner Bishop, seconded by Commissioner Jordan to participate in the MMUA Scholarship Program and the New Prague Utilities Commission will continue to sponsor a \$500 scholarship to the local winner of the essay contest. Motion carried.

12. **ELECTRIC SERVICE TERRITORY:** Public Works Director Dennis Seurer informed the Commission that he would like to invite MMUA staff to attend a joint meeting with the Council and Commission to discuss Electric Service Territory issues in the near future.

13. **OPERATIONS REPORT:** Public Works Director Dennis Seurer reported the following information:

1. Dennis Seurer attended an APPA Joint Action Agency Workshop January 8th through the 10th.
2. The APPA Legislative Rally is scheduled for March 12th through March 14th, Paul Busch, and Dennis Seurer will be attending.
3. Staff will be working on obtaining electric easements in areas for the ability to install underground electric wires during the 2012 Street Reconstruction Project as current right of way is limited in the area.

With no further business a motion was made by Commissioner Bishop to adjourn the meeting at 4:37 p.m., second by Commissioner Busch. Motion carried.

Dennis Seurer