



MEETING MINUTES

NEW PRAGUE UTILITIES COMMISSION

Monday, October 30, 2017

The regular meeting of the New Prague Utilities Commission was held on Monday, October 30, 2017, at 3:30 p.m., at 300 East Main St – Power Plant, New Prague, MN 56071.

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

OTHERS PRESENT: General Manager Bruce Reimers, Finance Director Patty Solheid, Utility Employees – Brandon Belch and Travis Scheffler

ABSENT: Commissioner Busch

1. **CALL TO ORDER:** The meeting was called to order by President Bishop on Monday, October 30, 2017, at 3:30 p.m.
2. **APPROVAL OF AGENDA:** A motion was made by Commissioner Jordan to approve the agenda and seconded by Commissioner Jirik. Motion carried.
3. **NEW EMPLOYEE INTRODUCTIONS:** General Manager Reimers introduced to the Commission - Travis Scheffler, Operator for the Water Department and Brandon Belch, Lineman for the Electric Department
4. **MEETING MINUTES:** A motion was made by Commissioner Jordan and seconded by Commissioner Jirik to approve the September 25th, 2017 meeting minutes. Motion carried.
5. **UTILITY & SMMPA BILLS:** A motion was made by Commissioner Skok on the approval of:
 - A. Accounts Payable in the amount of \$81,968.60
 - B. The SMMPA claim for payment in the amount of \$469,720.47Seconded by Commissioner Jirik. Motion carried.
6. **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 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 Jirik. Motion carried.
7. **REVIEW/APPROVAL of 2018 WATER BUDGET**

General Manager Reimers and Finance Director Patty Solheid presented the 2018 Water Budget to the Commission. General Manager Reimers informed the Commission that water usage and base rates will stay the same as the 2017 rates. After review of the proposed budget, a motion was made by Commissioner Jordan and seconded by Commissioner Skok to approve the 2018 Water Budget as presented. Motion carried.

8. REVIEW/APPROVAL of 2018 ELECTRIC BUDGET

General Manager Reimers and Finance Director Patty Solheid presented the 2018 Electric Budget to the Commission. General Manager Reimers informed the Commission that the 2018 Budget included a rate increase of 3% to the KWh & Demand rates to all by one rate class and that the base customer service rates will remain the same as they were in 2017. After review of the proposed budget, a motion was made by Commissioner Skok and 2nd Commissioner Jordan to approve the 2018 Electric Budget as presented. Motion carried.

9. SMMPA BOARD OF DIRECTORS MEETING – September 13, 2017 (Enclosed)

No action needed, informational only.

10. SMMPA BOARD OF DIRECTORS MEETING- October 13, 2017 (Bruce)

General Manager Reimers informed the Commission that SMMPA Board has approved the 2018 SMMPA budget and there will be no increase in 2018 wholesale rates. The Bond Sale is complete for the Owatonna Energy Station and is planned to go online late this year.

11. GENERAL MANAGERS REPORT (Bruce)

General Manager Reimers informed the Commission:

- A. The 2018 construction projects have been completed.
- B. The AMI Meter Replacements wear also nearing completion with about 100 water meters still needing replacement.
- C. The Legal Council is working on the Service Territory Draft Agreement with MVEC and good progress had been made on details of the agreement.
- D. A memo of understanding for a Temporary Service Agreement to provide electric service to the proposed senior living building had been agreed upon by management and the MVEC Board will act on the Agreement at their next board meeting.

12. OTHER BUSINESS

No other business

13. ADJOURN

A motion was made by Commissioner Jordan and 2nd by Commissioner Skok to adjourn the October meeting at 5:20 P.M.

NEXT COMMISSION MEETING - MONDAY, DECEMBER 26, 2017