

**NEW PRAGUE UTILITIES COMMISSION
MEETING MINUTES**

Monday, November 25th, 2013

The regular meeting of the New Prague Utilities Commission was held on Monday, November 25th, 2013, at 3:30 p.m., at 118 Central Avenue North, New Prague, MN 56071.

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

OTHERS PRESENT: General Manager Bruce Reimers; Administrative Service Director Patty Solheid; MVEC Representative Ron Jabs

ABSENT: None

1. **CALL TO ORDER:** The meeting was called to order by President Wann on November 25th, 2013 at 3:30 p.m.
2. **APPROVAL OF AGENDA:** A motion made by Commissioner Busch to approve the agenda as presented, second by Commissioner Bishop. Motion carried.
3. **MEETING MINUTES:** A motion made by Commissioner Nickolay to approve the October 28th, 2013 meeting minutes, second by Commissioner Busch. Motion carried.
4. **UTILITY & SMMPA BILLS:** A motion made by Commissioner Bishop to approve claims for payment in the amount of \$540,866.15 and the SMMPA claim of payment in the amount of \$382,347.46. Second by Commissioner Jordan. Motion carried.
5. **FINANCIAL REPORTS A – C:**
 - A. Investment Report – The Investment Report was presented for review and approval.
 - B. Financial Report – The Financial Reports for October were presented for review and approval.
 - C. Water & Kilowatt Hour Sales – The kilowatt and water sales were reviewed.

Motion made by Commissioner Busch to approve the Investment and Financial Reports, as presented, second by Commissioner Nickolay. Motion carried.
6. **ELECTRIC DEPARTMENT BUDGET:** A motion by Commissioner Nickolay to approve a 2% rate increase to all customer classes for 2014. Second by Commissioner Jordan. Motion carried.
7. **WATER DEPARTMENT BUDGET:** A motion by Commissioner Bishop to increase water rates to all customer classes by 6% and increase the water hook-up charge from \$1,125 to \$1,800 for 2014. Second by Commissioner Jordan. Motion carried.
8. **PROPOSED WRITE OFFS FOR 2013:** A motion by Commissioner Bishop to approve write offs for 2013, second by Commissioner Busch. Motion carried.

9. **MEMO – ADDITIONAL SECURITY LIGHT CHARGES:** A motion made by Commissioner Nickolay to approve additional security light rental charges so that the utility is able to offer more options to customers. Seconded by Commissioner Bishop. Motion carried.

10. **SMMPA BOARD OF DIRECTORS MEETING – OCTOBER 18th, 2013:** General Manager Reimers gave a short update on the October 17th SMMPA Board meeting. No action needed.

11. **SMMPA BOARD OF DIRECTORS MEETING – NOVEMBER 13th, 2013:** General Manager Reimers gave a short overview of the November 13th SMMPA meeting and informed the Commission that the SHERCO Power Plant is up and running and that it will be released to the market the first week of December. General Manager Reimers also informed the Commission that SMMPA will be joining Excel Energy in a law suit against GE to try to recoup some of the lost revenue due to the failure of the turbine. More information will be provided as the suit progresses.

12. **OPERATIONS REPORT:**
 - A. **Water**
 - a. Tower Painting Update: General Manager Reimers informed the Commission that the Utilities still has not received an invoice for the painting of the water tower and that there will be some hold back of money due to an item that was missed in the painting process and will need to be painted in the spring when the weather permits.

 - B. **Electric**
 - a. Generation: General Manager Reimers informed the Commission that Generator #3 was still out of service due to parts being reworked in Ohio and it is hoped to be back in service in 4 to 6 weeks to complete EPA testing.

 - b. Distribution: General Manager Reimers informed the Commission that all but a few items had been completed for the 2013 CIP projects and that the distribution crew will be starting work on some GIS projects.

13. **OTHER BUSINESS:**
No other Business.

With no further business a motion was made by Commissioner Bishop to adjourn the meeting at 4:39 pm, second by Commissioner Jordan. Motion carried.

NEXT COMMISSION MEETING.....DECEMBER 23rd, 2013