

**NEW PRAGUE UTILITIES COMMISSION
MEETING MINUTES**

April 18th, 2011

The regular meeting of the New Prague Utilities Commission was held on April 18th, 2011, 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.

ABSENT: None

OTHERS PRESENT: Public Works Director Dennis Seurer and Patty Solheid

1. **CALL TO ORDER:** The meeting was called to order by President Chuck Wann on April 18th, 2011, 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 Jordan to approve March 28th, 2011, meeting minutes, Second by Commissioner Busch. Motion carried.
4. **UTILITY & SMMPA BILLS:** Motion by Commissioner Bishop to approve claims for payment in the amount of \$319,710.86 and SMMPA claim of payment in the amount of \$393,226.94. Second by Commissioner Nickolay. 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 Jordan to accept the Investment and Financial Reports as presented. Second by Commissioner Busch. Motion carried.

6. **SMMPA BOARD OF DIRECTORS MEETING APRIL 13th, 2011:** Public Works Director Dennis Seurer presented minutes from the April 13th, 2011, SMMPA Board of Directors meeting to the Commission. No action needed.
7. **SCHOLARSHIP ESSAYS:** The Commission was presented with the essays that were received for consideration of the \$500 Scholarship Program that the Commission sponsors. After a discussion a motion was made by Commissioner Jordan, seconded by Commissioner Nickolay to award the scholarship to essay number 3. Motion carried. Seurer informed the Commission that essay number 3 was submitted by Fabien Dubbe. Fabien's essay will be forwarded to MMUA for consideration of their scholarship program.

8. **ELECTRIC SERVICE TERRITORY:** Seurer informed the Commission that the staff will be meeting with a representative from Excel Energy to discuss the acquisition of two customers located on the western portion of the City.
9. **DELINQUENT BILLING ISSUE:** The Commission reviewed the background information that staff had assembled regarding delinquent billing issues with rental properties. It is on the April 18th, 2011 City Council agenda for discussion purposes.
10. **OPERATIONS REPORT:** Public Works Director, Dennis Seurer reported the following information:
 1. Keys Well is on site to pull Well #3.
 2. As part of the 2011 street reconstruction project the electric department will be installing LED street lighting.
11. **OTHER BUSINESS:** Commissioner Wann welcomed Paul Busch to the Commission.

With no further business a motion by Commissioner Jordan to adjourn the meeting at 4:52 p.m., second by Commissioner Bishop. Motion carried.

Dennis Seurer