

NEW PRAGUE UTILITIES COMMISSION
MEETING MINUTES
Monday, April 24, 2017

The regular meeting of the New Prague Utilities Commission was held on Monday, April 24th, 2017, at 3:30 p.m., at 300 East Main St – Power Plant, New Prague, MN 56071.

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

OTHERS PRESENT: General Manager Bruce Reimers, and Finance Director Patty Solheid

ABSENT: Commissioner Amy Jirik

1. **CALL TO ORDER:** The meeting was called to order by President Bishop on Monday, April 24th, 2017, at 3:30 p.m.
2. **APPROVAL OF AGENDA:** A motion was made by Commissioner Skok to approve the agenda with the addition of concerns by Commissioner Jordan, in regards to Ballpark recognition, website updates and customer billing, to be addressed in other business. The motion was seconded by Commissioner Busch. Motion carried.
3. **INTRODUCTION OF NEW PRAGUE UTILITIES 2017 SCHOLARSHIP WINNER JEANNA HERTAUS:** 2017 scholarship winner Jeanna Hertaus was introduced to the Commission and was presented with the \$500 scholarship certificate.
4. **MEETING MINUTES:** A motion was made by Commissioner Jordan to approve the March 27th, 2017 meeting minutes, seconded by Commissioner Busch. Motion carried.
5. **UTILITY & SMMPA BILLS:** A motion was made by Commissioner Jordan to approve claims for payment in the sum of 126,828.29 and the SMMPA claim for payment in the amount of \$408,053.87, seconded by Commissioner Busch. Motion carried.
6. **FINANCIAL REPORTS A – C:**
 - A. Investment Report – The Investment Report was presented for review and approval.
 - B. Financial Report – The Financial Reports for January 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, seconded by Commissioner Busch. Motion carried.
7. **SMMPA BOARD OF DIRECTORS MEETING – MARCH 8, 2017**

No action needed, informational only.
8. **SMMPA BOARD OF DIRECTORS MEETING – April 12, 2017**

General Manager Bruce Reimers informed the Commission that SMMPA staff had started work on the 2017 Integrated Resource Plan. This plan will forecast the needs of the agency for the next 15 years. General Manager Reimers also informed the Commission on the SHERCO outage progress and Rail contract negotiations.
9. **REVIEW OF POSSIBLE VISIONING TOPICS:**

The Commission reviewed possible topics for a future visioning work session. Commissioners were

asked to submit any other topics to staff that they might want to have added to the list of possible topics. More information will be given out at the May Board meeting.

- 10. SMMPA WEIGHTED VOTE COMPARISON:** No action needed, informational only.
- 11. GENERAL MANAGERS REPORT: General Manager Reimers informed the Commission** that the Substation work on the plant sub was complete and that they were waiting on final testing results. This was the first major work that had been done on this transformer since it was installed in 1976. General Manager Reimers also informed the Commission that Main Street line distribution work has been started on the North side of Main Street and is progressing on schedule.
- 12. OTHER BUSINESS:** Staff provided the Commission with information on ways to try and influence customers to convert to paperless billing. It was decided to offer a \$5.00 credit to the bill of customers that are willing to convert to paperless billing. Commissioner Jordan asked staff about web site information to keep customers informed of all the programs that the utility department has to offer. He inquired about the staff creating an information sheet explaining all of the charges delineated on the NPUC bill. Commissioner Jordan also asked about the donation of lights and labor to the Baseball Park and if there would be any recognition when the project was complete.
- 13. ADJORN:** With no further business a motion was made by Commissioner Jordan to adjourn the meeting at 5:20 pm, seconded by Commissioner Skok. Motion carried.

NEXT COMMISSION MEETING.....MONDAY, MAY 30, 2017