

**NEW PRAGUE UTILITIES COMMISSION  
MEETING MINUTES  
Monday, April 25<sup>th</sup>, 2016**

The regular meeting of the New Prague Utilities Commission was held on Monday, April 25<sup>th</sup>, 2016, at 3:30 p.m., at 118 Central Avenue North, New Prague, MN 56071.

**PRESENT:** Commissioners Dan Bishop, Paul Busch, Amy Jirik, Richard Jordan, and Brian Skok

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

**ABSENT:** None

1. **CALL TO ORDER:** The meeting was called to order by President Bishop on Monday, April 25<sup>th</sup>, 2016, at 3:30 p.m.
2. **APPROVAL OF AGENDA:** A motion was made by Commissioner Jordan to approve the agenda as presented, seconded by Commissioner Busch. Motion carried.
3. **MEETING MINUTES:** A motion was made by Commissioner Skok to approve the March 28<sup>th</sup>, 2016 meeting minutes, seconded by Commissioner Busch. Motion carried.
4. **UTILITY & SMMPA BILLS:** A motion was made by Commissioner Busch to approve claims for payment in the sum of \$122,449.29 and the SMMPA claim for payment in the amount of \$422,544.59, seconded by Commissioner Skok. 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 March were presented for review and approval.
  - C. Water & Kilowatt Hour Sales – The kilowatt and water sales were reviewed.

A motion was made by Commissioner Busch to approve the Financial Reports, seconded by Commissioner Skok. Motion carried.
6. **MEMO – REVIEW OF 2015 AUDIT:** Finance Director Patty Solheid reviewed the 2015 audit with the Commissioners and informed them that a full presentation of the audit will be given by Kyle Meyers of Abdo, Eick & Meyers LLC at the May 2<sup>nd</sup> council meeting at 5:30 pm. A motion was made by Commissioner Jordan, seconded by Commissioner Busch to accept the audit recap as presented by Finance Director Solheid.
7. **NEW PRAGUE UTILITIES COMMISSION 2016 SCHOLARSHIP – “Municipal Utilities: Good for All of Us” – WINNER IS CHARLIE MURPHY:** No action needed, informational only. Charlie will be at the next Commission meeting held on Monday, May 23<sup>rd</sup> for an introduction to the Commissioners and photo shot for the paper.
8. **SMMPA BOARD OF DIRECTORS MEETING – MARCH 9<sup>th</sup>, 2016:** General Manager Reimers gave a short update on the March 9<sup>th</sup>, 2016 SMMPA Board meeting. No action needed, informational only.
9. **SMMPA BOARD OF DIRECTORS MEETING – APRIL 13<sup>th</sup>, 2016:** General Manager Reimers informed the Commission that SMMPA staff is in the process of creating a sample draft of the proposed

changes in the agency agreement and should have a sample copy of the agreement to the members sometime in the next several months. Updates on the building of the solar farm in Owatonna and copies of the 2015 SMMPA Annual Report were also shared with the Commission.

- 10. GENERAL MANAGERS REPORT:** General Manager Reimers informed the Commission that a lot of the summer CIP projects were off to a good start with the school project being as much as a month ahead of schedule. General Manager Reimers also informed the Commission that some of the new AMI equipment has started to arrive and utility staff will be installing the new equipment.

General Manager Reimers also gave an update on the progress of the donation of equipment and labor to the baseball park and informed the Commission that there was an increase of labor cost due to unforeseen issues with the wiring on the towers and weather.

- 11. OTHER BUSINESS:** No other business.
- 12. ADJORN:** With no further business a motion was made by Commissioner Jordan to adjourn the meeting at 3:20 pm, second by Commissioner Skok. Motion carried.

**NEXT COMMISSION MEETING.....MONDAY, MAY 23<sup>rd</sup>, 2016**