

## NEW PRAGUE UTILITIES COMMISSION

### MEETING MINUTES

Monday, May 20, 2013

The regular meeting of the New Prague Utilities Commission was held on May 20, 2013, at 3:30 p.m., at 118 Central Avenue North, New Prague, MN 56071.

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

**OTHERS PRESENT:** General Manager Bruce Reimers; Administrative Service Director Patty Solheid; Kyle Meyers of ABDO, Eich & Meyers, and Ron Jabs with MVEC.

**ABSENT:** None

1. **CALL TO ORDER:** The meeting was called to order by President Wann on May 20, 2013 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 made by Commissioner Bishop to approve the agenda as presented, second by Commissioner Busch. Motion carried.
4. **UTILITY & SMMPA BILLS:** Motion by Commissioner Nickolay to approve claims for payment in the amount of \$427,842.57; and SMMPA claim of payment in the amount of \$371,809.36. 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 April were presented for review and approval.
  - C. Kilowatt & Water Sales – The kilowatt and water sales were reviewed.

Motion made by Commissioner Bishop to approve the Investment and Financial Reports, as presented, second by Commissioner Nickolay. Motion carried.
6. **AUDIT:** Presented by Kyle Meyers of ABDO, Eich, & Meyer. A motion was made by Commissioner Busch to approve the audit, seconded by Commissioner Nickolay. Motion carried.
7. **SMMPA BOARD OF DIRECTORS MEETING MAY 8, 2013:**

General Manager Reimers gave a short review of what SMMPA is forecasting for future power cost and update of the new Fairmont Power Plant that SMMPA is building.

8. **OSHA UPDATE:** General Manager Reimers gave an update on the pending OSHA violation and informed the Commission that he will be meeting with OSHA to review the fines on May 21<sup>st</sup>, 2013. General Manager Reimers will present the outcome at the next meeting.
9. **LABOR RATE CHANGE:** A motion was made to approve labor rate change to allow for after hour and weekend labor rates. Motion made by Commissioner Bishop, seconded by Commissioner Busch. Motion carried.
10. **GENERATION CATALYST BID:** A motion to approve the Generation Catalyst bid from FBI, to furnish exhaust catalyst equipment in the amount of \$39,550.00 was made by Commissioner Nickolay, seconded by Commissioner Bishop. Motion carried.
11. **OPERATIONS REPORT:**
  - A. **Water**
    - a. Tower Painting Information: General Manager Reimers informed the Commission that the water tower contracts had been reviewed by the city attorney and no changes were needed. He also informed them that painting should start within the next couple of weeks, weather permitting.
    - b. Scholarship Presentation Update: The Commission asked that the winner of the 2013 Scholarship be sent a letter informing her of her winning the scholarship and ask if she would be able to attend the next commission meeting.
  - B. **Electric**
    - a. Apprentice Line Worker Position: General Manager Reimers informed the Commission that the utilities are taking applications for the Apprentice Line Worker position and hoped to interview the first week in June.
    - b. Power Plant SMMPA Project: General Manager Reimers presented information to the Commission that SMMPA has started work on the catalyst project in the power plant and it is their goal to have most of the work done by the first part of July.
12. **OTHER BUSINESS:**
  1. MMUA Summer Conference Maddens Resort – August 19 – 21, 2013: General Manager Reimers informed the Commission of the upcoming MMUA conference in August and asked the Commissioners to let him know if they would be attending the conference so reservations could be made.

With no further business a motion was made by Commissioner Jordan, to adjourn the meeting at 4:40 pm, second by Commissioner Nickolay. Motion carried.

**Bruce Reimers**