

**NEW PRAGUE UTILITIES COMMISSION  
MEETING MINUTES**

**May 21<sup>st</sup>, 2012**

The regular meeting of the New Prague Utilities Commission was held on May 21<sup>st</sup>, 2012, 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.

**OTHERS PRESENT:** Public Works Director Dennis Seurer, Administrative Services Director Patty Solheid, Larry Johnston and Kyle Meyers

**ABSENT:** None

1. **CALL TO ORDER:** The meeting was called to order by President Chuck Wann on May 21<sup>st</sup>, 2012, at 3:30 p.m.
2. **APPROVAL OF AGENDA:** Motion made by Commissioner Jordan to approve the agenda as presented, second by Commissioner Bishop. Motion carried.
3. **MEETING MINUTES:** Motion by Commissioner Jordan to approve April 16<sup>st</sup>, 2012, meeting minutes, second by Commissioner Nickolay. Motion carried.
4. **HOME ENERGY REPORT:** Larry Johnston, Director of Corporate Development, Agency Relations and Officer of Legislative and Regulatory Affairs for SMMPA was present to give the Commission an overview of a potential Home Energy Report product. The Home Energy Report is a program that is accepted by the MN Division of Energy Resources which would help the Commission in meeting the 1.5% energy savings requirement by the state. After a discussion a motion was made by Commissioner Nickolay, seconded by Commissioner Bishop to approve the program as presented. Motion carried. Staff will bring a copy of a utility bill back to the Commission at a later date for their final approval.
5. **2011 YEAR-END AUDIT REPORT:** Kyle Meyers of ABDO, Eick & Meyers presented the 2011 annual financial report to the Commission, after a discussion a motion was made by Commissioner Bishop, seconded by Commissioner Busch to accept the 2011 Year-End audit as present. Motion carried.
6. **UTILITY & SMMPA BILLS:** Motion by Commissioner Busch to approve claims for payment in the amount of \$330,370.27 and SMMPA claim of payment in the amount of \$371,439.04. Second by Commissioner Bishop. Motion carried.
7. **FINANCIAL REPORTS A – C:**
  - A. Investment Report – The Investment Report was presented for review and approval. Information was presented to the Commission regarding the Wells Fargo Specialized Portfolio that is an option for the Commission to consider maximizing interest income revenue. Wells Fargo Specialized Portfolio's current yield is 1.73%, there is no term

commitment, has four (4) day liquidity and complies with MN State Statues for utility investment requirements. After discussion a motion was made by Commissioner Jordan, seconded by Commissioner Nickolay to invest \$1,050,000 of CD's that mature in June into the Wells Fargo Specialize Portfolio. Motion carried with Commissioner Bishop abstaining.

B. Financial Report – The Financial Report for April was presented for review and approval.

C. Kilowatt & Water Sales – The kilowatt and water sales were reviewed.

Motion made by Commissioner Nickolay to approve the Investment and Financial Reports as presented, second by Commissioner Busch. Motion carried.

8. **SMMPA BOARD OF DIRECTORS MEETING APRIL 11<sup>th</sup>, 2012:** Public Works Director Dennis Seurer presented minutes from the April 11<sup>th</sup>, 2012, SMMPA Board of Directors meeting. No action needed.
9. **SMMPA BOARD OF DIRECTORS MEETING MAY 9<sup>th</sup>, 2012:** Dennis Seurer informed the Commission of the business that was discussed at the May 9<sup>th</sup>, 2012, SMMPA Board of Directors Meeting.
10. **ELECTRIC SERVICE TERRITORY:** Public Works Director Dennis Seurer informed the Commission of the workshop for 5 pm on Tuesday, June 26<sup>th</sup> in the Council Chambers and reschedule the June 18<sup>th</sup> Commission meeting to June 26<sup>th</sup> at 3:30 pm.
11. **OPERATIONS REPORT:** Public Works Director Dennis Seurer reported the following information:
  1. Dennis Seurer informed the Commission that he will be attending the APPA National Conference June 15<sup>th</sup> through the 20<sup>th</sup>.
  2. The Commission was presented with a thank you letter from Tony Beranek the winner of the utility's scholarship.
14. **OTHER BUSINESS:** With no further business a motion was made by Commissioner Jordan to adjourn the meeting at 5:30 p.m., second by Commissioner Nickolay. Motion carried.

**Dennis Seurer**