

**NEW PRAGUE UTILITIES COMMISSION
MEETING MINUTES**

Monday, June 24, 2013

The regular meeting of the New Prague Utilities Commission was held on June 24, 2013, at 3:35 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

ABSENT: None

1. **CALL TO ORDER:** The meeting was called to order by President Wann on June 24th, 2013 at 3:35 p.m.
2. **APPROVAL OF AGENDA:** Motion made by Commissioner Jordan to approve the agenda as presented. Second by Commissioner Nickolay. Motion carried.
3. **MEETING MINUTES:** Motion by Commissioner Jordan to approve the May 20th, 2013, meeting minutes, second by Commissioner Busch. Motion carried.
4. **UTILITY & SMMPA BILLS:** Motion by Commissioner Jordan to approve claims for payment in the amount of \$346,754.74; and SMMPA claim of payment in the amount of \$383,802.57. Second by Commissioner Bishop. 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 May 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 Busch. Motion carried.

6. **SMMPA BOARD OF DIRECTORS MEETING JUNE 12th, 2013:**

General Manager Reimers gave a short review of the June 12th SMMPA Board meeting stating that it looks like SHERCO will come on-line in September for testing if all goes well. No action needed.
7. **OSHA UPDATE:** General Manager Reimers gave an update on the outcome of the May 21st, 2013 meeting with MN OSHA and informed the Commission that the fine was reduced from \$5,100 to \$3,312 and \$828 will need to be paid when the paper work is finalized. The balance will be due in one year with the possibility of another reduction depending on the number of work comp claims in the next 12 month period. No action needed.

8. **CHANGING COMMISSOIN MEETINGS MEMO:** General Manager Reimers presented a memo to the Commission requesting the Commission to consider changing the monthly utilities meetings to the 4th Monday of the month. If approved the memo will go before the City Council for final approval and the change will be effective starting July 22, 2013 meeting.

9. **OPERATIONS REPORT:**

A. Water

- a. Tower Painting Update: General Manager Reimers informed the Commission that the exterior of the tower should have the final coat of paint applied by July 5th, 2013.
- b. General Obligation Bonds for the Water Tower Update: General Manager Reimers informed the Commission that the rate for the 2013 CIP Bonds came in at 2.157%.
- c. 2013 CIP Update: General Manager Reimers updated the Commission on the 2013 CIP projects.
- d. 2012 Drinking Water Report: The 2012 drinking water report has been published and is available on the city website.

B. Electric

- a. Apprentice Line Worker Position: General Manager Reimers informed the Commission that staff hired Larry Johnson as a Seasonal Apprentice Line Worker.
- b. 2013 CIP Update: General Manager Reimers also informed the Commission that 2013 CIP and power plant catalyst install projects are progressing as planned.

10. **OTHER BUSINESS:**

No other Business.

With no further business a motion was made by Commissioner Bishop, to adjourn the meeting at 4:29 pm, second by Commissioner Jordan. Motion carried.

Next Commission meeting.....July 22nd, 2013

Bruce Reimers