

**NEW PRAGUE UTILITIES COMMISSION
MEETING MINUTES**

June 26th, 2012

The regular meeting of the New Prague Utilities Commission was held on June 26th, 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

ABSENT: None

1. **CALL TO ORDER:** The meeting was called to order by President Chuck Wann on June 26th, 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, with the following correction; date of agenda should read Tuesday, June 26th, 2012. Motion carried.
3. **MEETING MINUTES:** Motion by Commissioner Jordan to approve May 21st, 2012, meeting minutes, second by Commissioner Busch with the following correction; item #5 should read 2011 Year-End Audit as presented. Motion carried.
4. **UTILITY & SMMPA BILLS:** Motion by Commissioner Nickolay to approve claims for payment in the amount of \$344,916.28 and SMMPA claim of payment in the amount of \$405,018.75. 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 Jordan to approve the Investment and Financial Reports as presented and have staff report back to the Commission regarding the investment strategy of the utility's fund balance. Second by Commissioner Busch. Motion carried.

6. **SMMPA BOARD OF DIRECTORS MEETING MAY 9th, 2012:** Public Works Director Dennis Seurer presented minutes from the May 9th, 2012, SMMPA Board of Directors meeting. No action needed.
7. **SMMPA BOARD OF DIRECTORS MEETING JUNE 13th, 2012:** Dennis Seurer informed the Commission of the business that was discussed at the June 13th, 2012, SMMPA Board of Directors Meeting.

8. **2012 WATER LEAK SURVEY:** The Commission was presented with the results of the Annual Water Leak Survey that was recently conducted. The purpose of the program is to minimize the water loss of the Utility. Three (3) leaks were detected and are being addressed.
9. **MMUA SUMMER CONFERENCE:** The Commission was presented with information regarding MMUA's summer Conference which will be held August 20 through the 22nd for their information.
10. **OPERATIONS REPORT:** No report.
11. **OTHER BUSINESS:** Discussion was held regarding the Election of Officers now that the City Council changed the date as to when appointments will be made to the Commission. After a discussion it was the consensus of the Commission to have this as an agenda item for the July Commission meeting.

Discussion was held regarding the Electric Service Territory issue. PWD Seurer gave the Commission a brief review of the issue. After a discussion no act was taken.

With no further business a motion was made by Commissioner Bishop, to adjourn the meeting at 4:47 pm, seconded by Commissioner Jordan. Motion carried

Dennis Seurer