

**NEW PRAGUE UTILITIES COMMISSION
MEETING MINUTES**

Monday, July 22, 2013

The regular meeting of the New Prague Utilities Commission was held on July 22, 2013, at 3:32 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; Water Distribution Foreman Craig Novotny

ABSENT: None

1. **CALL TO ORDER:** The meeting was called to order by President Wann on July 22nd, 2013 at 3:32 p.m.
2. **APPROVAL OF AGENDA:** Motion made by Commissioner Nickolay to approve the agenda as presented. Second by Commissioner Jordan. Motion carried.
3. **MEETING MINUTES:** Motion by Commissioner Bishop to approve the June 24th, 2013, meeting minutes, second by Commissioner Busch. Motion carried.
4. **UTILITY & SMMPA BILLS:** Motion by Commissioner Busch to approve claims for payment in the amount of \$322,055.79; and the SMMPA claim of payment in the amount of \$419,309.92. 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 June 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. **PURCHASE OF PROPERTY AT 303 1st ST SE, NEW PRAGUE:** Per memorandum submitted by General Manager Reimers requesting authorization to bid up to \$75,000 for property located at 303 1st St SE, New Prague, MN. A motion was made by Commissioner Jordan, second by Commissioner Busch approving the request with the condition that should the bid amount required to obtain the property go over the \$75,000 authorization that the Commission be informed so a decision could be made to prevent losing the opportunity of obtaining the property.
7. **SMMPA BOARD OF DIRECTORS MEETING JUNE 12th, 2013:**

General Manager Reimers gave a short review of the June 12th SMMPA Board meeting. No action needed.

8. **SMMPA BOARD OF DIRECTORS MEETING – JULY 10, 2013:** General Manager Reimers gave a short overview of the July 10th SMMPA meeting and reviewed some long term forecast that SMMPA is using to evaluate future wholesale power cost. No action needed.

9. **OPERATIONS REPORT:**

A. Water

- a. Tower Painting Update: General Manager Reimers introduced Craig Novotny, Water Distribution Foreman who reported that the water tower painting project was complete except for a couple of small items and that the water tower has been placed back into service.
- b. 2013 CIP Update: General Manager Reimers reported that the 2013 CIP project for the water department was progressing and that the majority of the water main replacement had been completed. Service line work should be starting on 1st St and 1st Ave the week of July 22nd, 2013.

B. Electric

- a. SMMPA Power Plant Project: General Manager Reimers reported that the SMMPA Power Plant catalyst project should be complete to the point that the engines can be put back in service the week of July 29th and that all of the insulation will be installed within the next two to three weeks.
- b. 2013 CIP Update: General Manager Reimers reported that work on the 2013 CIP projects for the electric department was progressing on schedule and that street light bases would be installed the week of July 22nd, with lights to be installed after the side walk and brick work are complete.

10. **OTHER BUSINESS:**

No other Business.

With no further business a motion was made by Commissioner Bishop, to adjourn the meeting at 4:38 pm, second by Commissioner Jordan. Motion carried.

Next Commission meeting.....August 26th, 2013

Bruce Reimers