



MEETING MINUTES

NEW PRAGUE UTILITIES COMMISSION

Monday, September 25, 2017

The regular meeting of the New Prague Utilities Commission was held on Monday, September 25, 2017, at 3:30 p.m., at 300 East Main St – Power Plant, New Prague, MN 56071.

PRESENT: Commissioners Dan Bishop, Paul Busch, Richard Jordan, Brian Skok, Amy Jirik

OTHERS PRESENT: General Manager Bruce Reimers and Finance Director Patty Solheid

1. **CALL TO ORDER:** The meeting was called to order by President Bishop on Monday, September 25, 2017, at 3:34 p.m.
2. **APPROVAL OF AGENDA:** A motion was made by Commissioner Jordan to approve the agenda and seconded by Commissioner Skok. Motion carried.
3. **MEETING MINUTES:** A motion was made by Commissioner Jordan and seconded by Commissioner Skok to approve the August 28th, 2017 meeting minutes. Motion carried.
4. **UTILITY & SMMPA BILLS:** A motion was made by Commissioner Skok on the approval of:
 - A. Accounts Payable in the amount of \$57,782.99
 - B. The SMMPA claim for payment in the amount of \$491,437.71Seconded by Commissioner Busch. Motion carried.
5. **FINANCIAL REPORTS A – C (Enclosed):**
 - A. Investment Report – The Investment Report was presented for review and approval.
 - B. Financial Report – The Financial Reports for August were presented for review and approval.
 - C. Water & Kilowatt Hour Sales – The kilowatt and water sales were reviewed.

A motion was made by Commissioner Skok to approve the Financial Reports as presented, seconded by Commissioner Jordan. Motion carried.
6. **MEMO : APPROVAL TO HIRE ELECTRIC LINE WORKER**

General Manager Reimers informed the Commission that the Staff had interviewed 5 applicants for the line worker position and a conditional offer had been made to Brandon Belch. GM Reimers' recommendation to the Commission was to approve the hiring of Brandon Belch upon him meeting the conditional offer requirements. A motion was made by Commissioner Skok and seconded by Commissioner Busch to approve the hiring. Motion carried.
7. **SMMPA BOARD OF DIRECTORS MEETING – August 09, 2017 (Enclosed)**

No action needed, informational only.
8. **SMMPA BOARD OF DIRECTORS MEETING- September 13, 2017 (Bruce)**

General Manager Reimers informed the Commission that SMMPA staff was working on the 2018 budget and it will be on the agenda for approval at the October board meeting. GM Reimers also informed the Commission that the SMMPA Board had approved the sale of bonds for the payment of the Owatonna Energy Station and will be sold the second week of October in the amount of 28 million.

9. GENERAL MANAGERS REPORT (Bruce)

- A. General Manager Reimers informed the Commission that negotiations have been progressing with MVEC on territory issues and he would be meeting with the MVEC general manager at the end of the month to review some of the final details of the agreement.
- B. General Manager Reimers also informed the Commission that there has been some recent concerns with the safety of the office staff as it pertains to disgruntled customers at the customer service counter and that management staff will be discussing the issue with the League of Minnesota Cities and the City attorney to come up with some ideas of what could be done to deal with some of these type of issues.

10. OTHER BUSINESS

No other business

11. ADJOURN

A motion was made by Commissioner Skok and 2nd by Commissioner Jordan to adjourn the September meeting at 5:06 P.M.

NEXT COMMISSION MEETING - MONDAY, OCTOBER 30, 2017