



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Monday, April 29, 2024 at 3:30 PM

Power Plant - 300 East Main St

1. CALL TO ORDER

The meeting was called to order by Commission President Dan Bishop on Monday, April 29, 2024, at 3:29 p.m.

Commissioners present: Dan Bishop, Dick Jordan, Tom Ewert, Paul Busch, and Bruce Wolf
Staff present: GM Bruce Reimers, EOS Ken Zweber, and Finance Director Robin Pikal

2. APPROVAL OF AGENDA

Motion made by Commissioner Jordan, seconded by Commissioner Wolf, to approve the agenda as presented. Motion carried (5-0).

3. APPROVAL OF MINUTES

a. March 25, 2024, Utilities Meeting Minutes

Motion made by Commissioner Jordan, seconded by Commissioner Ewert, to approve the March minutes. Motion carried (5-0).

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$146,478.65** and the SMMPA billing of **\$484,044.84**.

Motion made by Commissioner Ewert, seconded by Commissioner Busch, to approve the SMMPA and utility bills as presented. Motion carried (5-0).

5. FINANCIAL REPORTS

a. Investment Report

b. Financial Report

c. Water and Kilowatt Hours Sales

Motion made by Commissioner Ewert, seconded by Commissioner Busch, to approve the financial reports as presented. Motion carried (5-0).

6. APPROVE HIRING OF UTILITY BILLING CLERK

a. Memo

GM Reimers and Finance Director Pikal informed the commission that due to the resignation of the Utility Billing Clerk a temporary staff position has been secured through the Robert Half staffing agency on a temporary basis. GM Reimers requested that the commission approve the hiring of a replacement Billing Clerk prior to the next commission meeting in May and that management will provide the commission with the final negotiated pay step in the designated pay grade and name of the candidate at next month's meeting. A motion to allow management staff to hire a replacement Billing Clerk was made by Commissioner Jordan and seconded by Commissioner Busch. Motion carried (5-0).

7. SMMPA BOARD OF DIRECTORS MEETING

a. March 13, 2024

GM Reimers informed the commission on the following:

- SMMPA staff has been working on acquiring energy contracts for the upcoming season.
- A performance report was given on the operation of the SHERCO power plant and future maintenance of the unit.

8. GENERAL MANAGER'S REPORT

GM Reimers reported on the following:

- The generation department hosted the MMUA Generation School at the plant and it was well attended.
- The water department has completed the annual hydrant flushing with over 500 hydrants being operated.
- Staff is working with our well contractor on the replacement of a failed pump.
- Electric distribution staff has been working on the NE overhead to the underground project.
- Utilities will be energizing a new 2,000 amp service to be used for car charging at Jeff Belzer's Ford.

9. OTHER BUSINESS

None.

10. ADJOURNMENT

Motion made by Commissioner Ewert, seconded by Commissioner Jordan, to adjourn the April 29, 2024, meeting at 4:18 p.m. Motion carried (5-0).

NEXT COMMISSION MEETING – Monday, May 28, 2024

Respectfully Submitted,

Bruce Reimers
General Manager