



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Monday, July 28, 2025 at 3:30 PM

Power Plant - 300 East Main St

1. CALL TO ORDER

The meeting was called to order by Utilities Commission President Dan Bishop on Monday, July 28th, 2025, at 3:33 p.m.

Commissioners Present: Dan Bishop, Tom Ewert, Paul Busch and Bruce Wolf

Commissioners Absent: Chuck Nickolay

Staff Present: General Manager Bruce Reimers, OES Ken Zweber, Finance Director Robin Pikal and Water Supervisor Travis Scheffler

2. APPROVAL OF AGENDA

Motion made by Commissioner Ewert, seconded by Commissioner Busch, to approve the agenda as presented.

Motion carried (4-0)

3. APPROVAL OF MINUTES

a. June 30, 2025 Utilities Meeting Minutes

Motion by Commissioner Busch, seconded by Commissioner Wolf, to approve the June Minutes as presented.

Motion carried (4-0)

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$215,534.53** and the SMMPA billing of **\$593,241.38**.

Motion by Commissioner Ewert, seconded by Commissioner Busch, to approve the accounts payable as presented.

Motion carried (4-0)

5. FINANCIAL REPORTS

a. Investment Report

b. Financial Report

c. Water and Kilowatt Hours Sales

Motion by Commissioner Bishop, seconded by Commissioner Busch, to approve the financial reports as Presented.

Motion carried (4-0)

6. FILTER REHABILITATION PROJECT

a. Approval of Engineering and Feasibility Study for Filter Plant #3 Filter Rehabilitation

GM Reimers and Water Department supervisor Travis Scheffler went over two engineering proposals that were submitted by SEH and Bolton & Menk. After review and the recommendation by staff, the

Commission approved moving forward with the engineering and feasibility study, along with design, bidding and construction administration to be provided by SEH Engineering.

7. LEAD WATER SERVICE LINE REPLACEMENTS

- a. Resolution 25-07-28-01 - Approving Application for Grant Funding from Minnesota Public Facilities Authority (MPFA)

A motion was made by Commissioner Bishop and seconded by Commissioner Busch, to approve resolution #25-07-28-01 for the grant funding application for the lead service replacements in the amount of the as-bid cost of the project.

Motion carried (4-0)

- b. Resolution 25-07-28-02 - Approval of bids from K.A. Witt Construction, Inc. to replace Lead Services in the 2025 Street & Utility CIP Project Area's

A motion by Commissioner Bishop and seconded by Commissioner Busch, to approve resolution #25-07-28-02 accepting the bid from KA Witt Construction in the amount of \$151,036 for 17 lead service replacements according to the plans and specifications approved by the New Prague Utilities Commission.

Motion carried (4-0)

8. WEST SIDE ENERGY STATION (WSES) SITE GRADING

- a. Approval of Plans & Specifications and Request to Receive Bids for WSES Site Grading

A motion was by Commissioner Ewert and seconded by Commissioner Bishop, to approve plans and Specifications, and to receive bids for the site grading at the West Energy Station.

Motion carried (4-0)

9. SMMPA BOARD OF DIRECTORS MEETING

- a. June 12, 2025

GM Reimers reported on the following:

-SMMPA staff has been working on future bonding requirements that will be used for the Owatonna power plant and other projects.

10. GENERAL MANAGER'S REPORT

GM Reimers informed the Commission on the following:

-Tara Thielen started on Monday, July 28th as the Utility Billing Specialist

-Staff has been working at the West side Energy site installing sewer and waters services, along with moving a high voltage conduit vault on the South side of the building

11. OTHER BUSINESS

None

12. ADJOURNMENT

Motion by Commissioner Bishop, seconded by Commissioner Busch, to adjourn the meeting at 4:22 p.m.

Respectfully Submitted,

Bruce Reimers
General Manager