



# UTILITIES COMMISSION MEETING MINUTES

## City of New Prague

Monday, December 30, 2024 at 3:30 PM

Power Plant - 300 East Main St

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### 1. CALL TO ORDER

The meeting was called to order by Commission President Dan Bishop on Monday, December 30<sup>th</sup>, 2024, at 3:30 p.m.

Commissioners Present: Dan Bishop, Bruce Wolf, Paul Busch

Commissioners Absent Tom Ewert and Chuck Nickolay

Staff Present: GM Bruce Reimers and OES Ken Zweber

### 2. APPROVAL OF AGENDA

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

Motion carried (3-0)

### 3. APPROVAL OF MINUTES

a. November 25, 2024, Utilities Meeting Minutes

Motion made by Commissioner Busch, seconded by Commissioner Wolf, to approve the November minutes as presented.

Motion carried (3-0)

### 4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$118,240.38** and the SMMPA billing of **\$524,731.77**.

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

Motion carried (3-0)

### 5. FINANCIAL REPORTS

a. Investment Report

b. Financial Report

c. Water and Kilowatt Hours Sales

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

Motion carried (3-0)

### 6. LEAGUE OF MINNESOTA CITIES INSURANCE TRUST LIABILITY COVERAGE

a. Waiver Form

Motion made by Commissioner Bishop, seconded by Commissioner Wolf, to not waive the monetary limits on municipal tort liability established by Minnesota Statute 466.04

Motion carried (3-0)

**7. APPROVAL OF 2024 PROPOSED WRITE-OFFS**

**a. 2024 Write-Offs**

GM Reimers reviewed the 2024 bad debt write-offs with the Commission for the electric and water departments.

Motion was made by Commissioner Bishop, seconded by Commissioner Busch, to approve the write-offs as presented.

Motion carried (3-0)

**8. APPROVAL OF BID TO PROVIDE GENERATING EQUIPMENT**

**a. Approval Documents**

GM Reimers reviewed contract and financial analysis information with the commission on the proposed addition of a 11.3-megawatt power plant. Gm Reimers also shared working group information that had taken place with Commissioners Bruce Wolf, Chuck Nickolay, NPUC staff and Ehlers Municipal advisors on 12-19-2024. Following the working group session staff and Commissioners agreed that General Manager Reimers should proceed with preparing agenda documents for the Commission to consider entering into contract with Ziegler Cat Power Systems to provide Diesel Generation and support equipment in the amount of \$9,841,243 that will be payable when equipment is delivered currently estimated in Q2 of 2027. Motion made by Commissioner Busch, seconded by Commissioner Bishop, to award the contract to Zigler Power Systems.

Motion carried (3-0)

**9. ENGINEERING SERVICES AMENDMENT #2 FOR WEST SIDE ENERGY STATION**

**a. Approval Documents**

GM Reimers reviewed task order amendment between DGR engineering and the NPUC to provide regulatory, design, bidding construction and post-construction engineering services for the generation project.

Motion made by Commissioner Bishop, seconded by Commissioner Busch, to approve the task order agreement amendment.

Motion carried (3-0)

**10. RESOLUTIONS**

**a. #24-12-30-01 Declaring Official Intent of City of NP to Reimburse Certain Expenditures**

GM Reimers reviewed resolution #24-12-30-01 declaring the official intent of the city of New Prague and the New Prague Utilities Commission to reimburse certain expenditures from the proceeds of tax-exempt bonds or other obligations for the future West Side Energy Station generation projects.

Motion made by Commissioner Wolf, seconded by Commissioner Busch, to approve resolution #24-12-30-01.

Motion carried (3-0)

**11. SMMPA BOARD OF DIRECTORS MEETING**

**a. November 13, 2024**

**b. December 11, 2024 (Bruce)**

GM Reimers informed the Commission on the following:

SMMPA staff informed the board on long-term financial forecasts and turbine procurement contract and permitting schedules

**12. GENERAL MANAGER'S REPORT**

GM Reimers informed the Commission on the following:

The Water department welcomed Phil Tisdell as the new water department field staff employee. Staff has been working with contractors on the replacement of on the booster pumps at filter plant #2. The Electric department has finished converting all of the customers in the NE section of town from overhead services to the new underground system and all of the 2400 volt distribution system has been deenergized.

**13. OTHER BUSINESS**

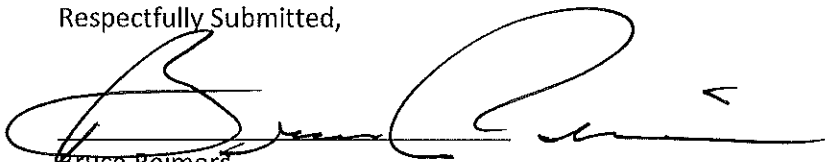
None

**14. ADJOURNMENT**

Motion made by Commissioner Busch, seconded by Commissioner Bishop, to adjourn the meeting at 4:42 p.m.

Motion carried (3-0)

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Bruce Reimers', written over a horizontal line.

Bruce Reimers  
General Manager