



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Wednesday, December 27, 2023 at 8:30 AM

Power Plant - 300 East Main St

1. CALL TO ORDER

The meeting was called to order by Commission President Dan Bishop on Wednesday, December 27, 2023, at 8:30 a.m.

Commissioners present: Dan Bishop, Dick Jordan, Paul Busch, Tom Ewert, 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 and seconded by Commissioner Ewert to approve the agenda.

Motion carried (5-0).

3. APPROVAL OF MINUTES

a. November 27, 2023, Utilities Meeting Minutes

Motion made by Commissioner Wolf, seconded by Commissioner Busch, to approve the November minutes. Motion carried (5-0).

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$161,110.78** and the SMMPA billing of **\$458,752.64**.

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

5. FINANCIAL REPORTS

a. Investment Report

b. Financial Report

c. Water and Kilowatt Hours Sales

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

6. APPROVAL OF 2023 PROPOSED WRITE-OFF'S

a. Memo

Motion made by Commissioner Bishop, seconded by Commissioner Jordan, to approve the 2023 write-offs in the amount of \$1,768.98.

7. APPROVE THE HIRING OF GENERATION OPERATOR POSITION

a. Zachary Schelhaas

GM Reimers informed the commission that staff had conducted two interviews out of seven applicants for the power operator position and pending satisfactory outcomes of a background check and drug testing, he would recommend the commission approve the full-time hire of Zachary Schelhaas. Motion

made by Commissioner Ewert, seconded by Commissioner Wolf, approving the hiring. Motion carried (5-0).

8. SMMPA BOARD OF DIRECTORS MEETING

- a. November 8, 2023 (Enclosed)
- b. December 13, 2023 (Bruce)

GM Reimers informed the commission on the following:

SMMPA staff informed the board on future generation needs along with potential types of generation and locations that would be suitable for gas supply and access to transmission facilities. The board directed SMMPA staff to start preliminary work with the engineering firm DGR on a site located in Owatonna. SMMPA staff also informed the board and member representatives that SMMPA would be offering quick start contracts for members who would like to install more generation in their communities and final pricing will be in the \$7.00/Kw range. GM Reimers told the commission that he felt New Prague should consider installing a minimum of 6 mw of new generation and that he had put money in the 2024 budget to start the engineering process to give some preliminary cost estimates for additional generation facilities. After further discussion, the commission agreed that New Prague has benefited from being able to have enough local generation to carry the community during local transmission outages and provide generation support to the MISO transmission network at a cost that is beneficial to the City of New Prague and SMMPA. A motion was made by Commissioner Wolf and seconded by Commissioner Jordan directing GM Reimers to start preliminary planning for additional generation facilities. Motion carried (5-0).

9. GENERAL MANAGER'S REPORT

GM Reimers reported on the following:

- Electric staff is finishing fall projects with the extended nice weather allowing new services to be installed at MVE Biological and Jeff Belzer's Chevrolet. The water department has also been working on GIS mapping and treatment plant maintenance.

10. OTHER BUSINESS

None.

11. ADJOURNMENT

Motion made by Commissioner Jordan, seconded by Commissioner Busch to adjourn the December 27, 2023, meeting at 9:53 a.m. Motion carried (5-0).

NEXT COMMISSION MEETING – Monday, January 29, 2024

Respectfully Submitted,

Bruce Reimers
General Manager