



# UTILITIES COMMISSION MEETING MINUTES

## City of New Prague

Monday, August 26, 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, August 26, 2024, at 3:28 p.m.

Commissioners present: Dan Bishop, Paul Busch, and Chuck Nickolay

Commissioners absent: 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 Bishop, seconded by Commissioner Busch, to approve the agenda as presented. Motion carried (3-0).

### 3. APPROVAL OF MINUTES

a. July 29, 2024, Utilities Meeting Minutes

Motion carried by Commissioner Nickolay, seconded by Commissioner Busch, to approve the July minutes. Motion carried (3-0).

### 4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$81,144.58** and the SMMPA billing of **\$593,245.07**.

Motion made by Commissioner Busch, seconded by Commissioner Nickolay, to approve the SMMPA and utility bills. Motion carried (3-0).

### 5. FINANCIAL REPORTS

a. Investment Report

b. Financial Report

c. Water and Kilowatt Hours Sales

Motion made by Commissioner Nickolay, seconded by Commissioner Busch, to approve the financial reports as presented. Motion carried (3-0).

### 6. REVIEW AND APPROVAL OF COMMERCIAL WATER SERVICE POLICY

a. Policy

GM Reimers reviewed the Commercial Water Service Policy that defined who would be responsible for repairs of commercial water service lines from the connection point on the utility water main to the metering point typically located inside the building facility. Motion made by Commissioner Bishop, seconded by Commissioner Busch, approving the Commercial Water Service Policy. Motion carried (3-0).

**7. DISCUSS PROPOSED ENGINEERING COST FOR QUICK START GENERATION FACILITY**

GM Reimers along with EOS Ken Zweber and Finance Director Pikal presented a task order engineering agreement from DGR engineering along with supporting financial estimates for adding 11.3 megawatts of generation capacity to a site located next to the West substation. This engineering agreement in the amount of \$55,500 will be for design and contract bidding procurement for the required building facilities and generation equipment. Motion made by Commissioner Nickolay, seconded by Commissioner Busch, to approve the engineering agreement as presented. Motion carried (3-0).

**8. SMMPA BOARD OF DIRECTORS MEETING**

a. July 10, 2024

b. August 14, 2024 (Bruce)

GM Reimers informed the commission on the following:

- SMMPA staff has been working with CAT on future repairs at the Owatonna generation facility.
- SMMPA will be starting work on replacement of metering at member facilities.
- SMMPA staff is getting close to having a final recommendation for a new generation plant in Owatonna.

**9. GENERAL MANAGER'S REPORT**

GM Reimers reported on the following:

- GM Reimers spoke to some of the concerns that had been raised by POPS spokesperson Den Gardner in regard to expectations for the utility to provide water and electricity services to the City Center site for the future POPS facility. GM Reimers stated that he just wanted it to be clear that this site would require fairly large infrastructure cost to provide services to the City Center site and that it was his understanding the Utilities Commission was willing to donate to some of the labor for utility install cost but not to cover all the cost associated with installing water and electricity to the site. The Commission agreed that no commitment to providing the water and electrical services had been agreed to and that a donation in labor along the lines that were provided to the baseball park would be what would be offered. Commissioner Bishop said he would be meeting with the POPS committee in the near future and would bring it up at that meeting.
- GM Reimers informed the Commission that CIP work was progressing in the northeast sector of town and that most of the water main replacement in that area was complete.

**10. OTHER BUSINESS**

None.

**11. ADJOURNMENT**

Motion made by Commissioner Bishop, seconded by Commissioner Nickolay, to adjourn the August 26, 2024, meeting at 4:39 p.m. Motion carried (5-0).

**NEXT COMMISSION MEETING – Monday, September 30, 2024**

Respectfully Submitted,

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Bruce Reimers  
General Manager