



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Monday, October 28, 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, October 28, 2024, at 3:31 p.m.

Commissioners present: Dan Bishop, Paul Busch and Chuck Nickolay

Commissioners absent: Bruce Wolf and Tom Ewert

Staff Present: GM Bruce Reimers, EOS Ken Zweber, and Finance Director Robin Pikal

2. APPROVAL OF AGENDA

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

Motion carried (3-0)

3. APPROVAL OF MINUTES

a. September 30, 2024, Utilities Meeting Minutes

Motion made by Commissioner Nickolay, seconded by Commissioner Busch, to approve September minutes.

Motion carried (3-0)

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$121,171.61** and the SMMPA billing of **\$546,056.39**.

Motion made by Commissioner Nickolay, seconded by Commissioner Bishop, to approve the SMMPA and Utility bills 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 Nickolay, seconded by Commissioner Busch, to approve the financial reports as presented.

Motion carried (3-0)

6. APPROVAL OF SALE OF SURPLUS INVENTORY

a. Memo to Approve Sale of Surplus Property

Motion by Commissioner Busch, seconded by Commissioner Nickolay, approving sale of listed surplus inventory and equipment.

Motion carried (3-0)

7. APPROVAL OF UTILITY BILLING CLERK POSITION

a. Approval to Advertise and Hire for Utility Billing Clerk Position

GM Reimers and Finance Director Pikal informed the Commission that due to a resignation, the Utility Billing Clerk position was vacant. Staff also requested that the Commission approve the hiring of a replacement Utility Billing Clerk should management find a suitable candidate.

Motion by Commissioner Nickolay, seconded by Commissioner Busch, approving the hire of a Utility Billing Clerk should the right candidate be found.

Motion carried (3-0)

8. 2025 WATER & ELECTRIC BUDGET

a. Water

b. Electric

GM Reimers and Finance Director Pikal reviewed the proposed 2025 Water and Electric budgets with the Commission.

Motion made by Commissioner Bishop, seconded by Commissioner Busch, to approve the 2025 water and electric budgets along with the 2025 rates schedules as presented.

Motion carried (3-0)

9. REVIEW OF BID TO PROVIDE GENERATING EQUIPMENT

GM Reimers went over the only bid that was received from Ziegler Cat to provide diesel generating equipment in the amount of \$9,651,043. GM Reimers stated that if the Commission decides to move forward with the project, he will have SMMPA review the cost of the project and update the proposed contract for capacity payments, update the bonding and payment schedules to reflect the projected total project cost, and have the city attorney review the contract language so that the contract can be awarded at the November Commission meeting.

Motion made by Commissioner Nickolay, seconded by Commissioner Busch, to approve moving forward with the proposed generation project.

Motion carried (3-0)

10. SMMPA BOARD OF DIRECTORS MEETING

a. September 11, 2024

Information only no action needed.

b. October 9, 2024 (Bruce)

General Manager Reimers informed the Commission on the following:

The SMMPA board approved the 2025 budget and all rates will remain the same as they were in 2024

The SMMPA board retreat will be held in the first week of November

11. GENERAL MANAGER'S REPORT

GM Reimers informed the Commission on the following:

Staff have been working on finishing projects before the weather

Staff have been working on finishing up service details for two new commercial services, Mayo and Two if by Sea.

The Boy scouts are still wanting to talk to the Commission about not wanting to remove their equipment that is stored in the Utility warehouse located North of the power plant. Staff informed the Commission that Utilities needs the space due to having to store more inventory caused by long lead times for critical equipment. The Commission asked if staff could check if there are any other spaces available around the city. Staff said they did not think the city would be able to provide space, but they would check with other departments.

12. OTHER BUSINESS

None

13. ADJOURNMENT

Motion made by Commissioner Nickolay, seconded by Commissioner Busch, to adjourn the meeting at 5:18pm

Motion carried (3-0)

NEXT COMMISSION MEETING – Monday, November 25, 2024

Respectfully Submitted,

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

Bruce Reimers
General Manager