



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Monday, April 28, 2025 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, April 28th, 2025, at 3:31 pm.

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

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

2. APPROVAL OF AGENDA

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

Motion carried (5-0)

3. APPROVAL OF MINUTES

a. March 31, 2025 Utilities Meeting Minutes

Motion made by Commissioner Ewert, seconded by Commissioner Wolf, to approve the March minutes as presented.

Motion carried (5-0)

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$193,954.56** and the SMMPA billing of **\$452,860.23**.

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

Motion carried (5-0)

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 (5-0)

6. FOLDING MACHINE CONTRACT RENEWAL

a. Memo

Motion made by Commissioner Ewert, seconded by Commissioner Wolf, to approve the folding machine service contract renewal.

Motion carried (5-0)

7. SCHOLARSHIP DISCUSSION

- a. Criteria
- b. Application

After reviewing the application that was submitted, General Manager Reimers recommended that the Commission foregoes awarding the SMMPA / NPUC scholarship due to the applicant not meeting the application requirements on pursuing a degree in a utility-related field.

Motion made by Commissioner Nickolay, seconded by Commissioner Busch, to forego awarding the 2025 college scholarship program.

Motion carried (5-0)

8. REVIEW OF 2024 AUDIT

- a. Abdo Presentation
- b. NPUC Audited Financials
- c. 2024 Final Executive Governance Summary

Finance Director Pikal and GM Reimers presented the results of the 2025 audit, and reviewed some of the findings and recommendations.

Motion made by Commissioner Nickolay, seconded by Commissioner Busch, to accept the 2025 audit as presented.

Motion carried (5-0)

9. SMMPA BOARD OF DIRECTORS MEETING

- a. March 12, 2025

GM Reimers informed the Commission that the SMMPA board had reviewed the rough draft of the generation quick start contract and that a final draft will be available for the city attorney to review in a few weeks.

10. GENERAL MANAGER'S REPORT

GM Reimers informed the Commission on the following:

Neighboring cities have asked if New Prague would consider raising the price of bulk filling of water supply trucks to limit the number of complaints from contractors saying that New Prague was selling water at lower cost and to prevent contractors from filling in NP and then hauling the water to their community. GM Reimers recommended that the Commission consider raising the price of bulk water sales to \$35/ 1000 gallons to match other local communities.

Motion made by Commissioner Ewert, seconded by Commissioner Nickolay, to raise the bulk fill price to \$35/1000 and to have GM Reimers bring the fee schedule change to the City Council for approval.

Motion carried (5-0)

GM Reimers informed the Commission that it has been brought to his attention that the city sewer department will be charging for water that is discharged from the water treatment #2 plant. GM Reimers said that he will be looking into what would be fair charges for the water utility to provide metering data to the sewer department for billing, being there will no longer be offsetting services. Commissioner Wolf said the charge for service would probably be better that way everyone knows the actual cost for each department.

GM Reimers informed the Commission that staff has been meeting with engineers on the generation project and that everything is progressing on schedule and that the utility has received the air permit from the MNEPA.

11. OTHER BUSINESS

None

12. ADJOURNMENT

Motion by Commissioner Ewert, seconded by Commissioner Busch, to adjourn the meeting at 4:23 pm.

Motion carried (5-0)

Respectfully Submitted,

Bruce Reimers
General Manager