



UTILITIES COMMISSION MEETING AGENDA

City of New Prague

Monday, September 30, 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 Monday, September 30, 2024, at 3:30 p.m.

Commissioners present: Dan Bishop, Bruce Wolf, Paul Busch, Chuck Nickolay.

Commissioners absent: Tom Ewert

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

2. APPROVAL OF AGENDA

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

Motion carried (4-0)

3. APPROVAL OF MINUTES

a. August 26, 2024, Utilities Meeting Minutes

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

Motion carried (4-0)

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$333,999.33** and the SMMPA billing of **\$639,976.21**.

Motion made by Commissioner Nickolay, seconded by Commissioner Busch, to approve the SMMPA and Utility bills.

Motion carried (4-0)

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 (4-0)

6. REVIEW OF PROPOSED 2025 WATER BUDGET

a. Proposed 2025 Water Budget

GM Reimers and Finance Director Pikal presented an overview of the 2025 Water Budget and explained some of rate options that could be implemented to generate the required revenue needed to cover bond payments and operating expenses in the 2025 budget. The Commission suggested that both the usage rate and monthly base rates should be adjusted to generate the required revenue to keep the water

department financially stable and to have reserve funds available for future CIP projects.

7. APPROVAL OF WATER OPERATOR POSITION

a. Approval to Advertise and Hire for Water Operator Position

GM Reimers reviewed the pending retirement of one of the water operator positions and asked the Commission to authorize the advertisement of the opening and to allow management to hire the replacement operator position with an anticipated start date in November of 2024.

Motion made by Commissioner Nickolay, seconded by Commissioner Busch, authorizing the hiring of the water operator position.

Motion carried (4-0)

8. APPROVAL OF BIDDING DOCUMENTS FOR DIESEL GENERATING EQUIPMENT

a. Bidding Documents

GM Reimers and EOS Ken Zweber presented bidding documents that had been prepared by DGR Engineering. The documents set forth the specifications and set the bidding requirements for engine and generator manufacturers to supply equipment for a proposed 11.3-megawatt power production facility.

Motion made by Commissioner Bishop, seconded by Commissioner Busch, to approve the bid specifications and authorizing DGR engineering and the New Prague Utilities to advertise for public bids. Bids are to be submitted no later than 1:30pm on October 24, 2024.

Motion carried (4-0)

9. SMMPA BOARD OF DIRECTORS MEETING

a. August 14, 2024

b. September 11, 2024 (Bruce)

GM Reimers informed the Commission on the following:

SMMPA staff reviewed information regarding wholesale rate compressions.

Board was informed that there will be a vote on a proposed 75 million bond issuance in November for a new power plant to be located in Owatonna.

10. GENERAL MANAGER'S REPORT

GM Reimers informed the commission of the following:

Water system study has been conducted and staff will be reviewing with consultant on 10-8-2024

Informed Commission that Smoke & Fire restaurant had closed and was delinquent on utility payments

Informed Commission that Management was still working on staffing issues with the billing clerk position.

11. OTHER BUSINESS

None

12. ADJOURNMENT

Motion made by Commissioner Busch, seconded by Commissioner Nickolay, to adjourn the meeting at 5:29 p.m.

Motion carried (4-0)

NEXT COMMISSION MEETING – Monday, October 28, 2024

Respectfully Submitted,

Bruce Reimers
General Manager