



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Tuesday, May 27, 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 Tuesday, May 27th, 2025 at 3:32 p.m.

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 Ewert, seconded by Commissioner Busch, to approve the agenda as presented.

Motion carried (5-0)

3. APPROVAL OF MINUTES

a. April 28, 2025 Utilities Meeting Minutes

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

Motion carried (5-0)

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$291,320.69** and the SMMPA billing of **\$483,543.35**.

Motion made by Commissioner Ewert, seconded by Commissioner Busch, 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 Bishop, seconded by Commissioner Busch, to approve the financial reports as presented.

Motion carried (5-0)

6. PROFESSIONAL SERVICES AGREEMENT WITH SEH FOR CONSULTANT WORK ON LEAD SERVICE LINE REPLACEMENTS

a. Lead Line Service Replacement Proposal

GM Reimers reviewed a proposal from SEH in the amount of \$40,000 to provide professional services, engineering, bid letting and project representation and inspection to replace 20 lead services in the 2025 CIP construction area. GM Reimers said that the engineering fees along with the cost of the service

replacements will be covered by the Drinking Water Revolving Fund at an estimated cost of \$380,000. Motion by Commissioner Wolf, seconded by Commissioner Nickolay, to approve the professional services agreement.
Motion carried (5-0)

7. SMMPA BOARD OF DIRECTORS MEETING

a. April 9, 2025

GM Reimers informed the Commission of the following:

- SMMPA will be terminating the service agreement with ZEF energy at the end of 2026 for the car chargers. NPUC will then need to decide if they want to replace the charger or remove it from service.
- SMMPA will be taking bids for the revolving credit agreement in the amount of 68 million. The revolving credit will likely be rolled into future bonding.

8. GENERAL MANAGER'S REPORT

GM Reimers reported on the following:

- Finance Director Pikal asked for the Commissions input on trying to transition customers over to electronic billing. Director Pikal stated that staff is looking into different ways to try and get customers to transition over to electronic billing, including asking all new customers to receive electronic billing and starting a campaign that will switch customers to electronic billing unless they opt out.

After discussion, a motion was made by Commissioner Ewert and seconded by Commissioner Bishop, directing management to take the steps necessary to move the electronic billing initiative forward with an understanding that it could be limited to the capability of the billing software and customer acceptance.
Motion carried (5-0)

9. OTHER BUSINESS

None

10. ADJOURNMENT

Motion by Commissioner Ewert, seconded by Commissioner Busch, to adjourn the meeting at 4:22 pm.

Respectfully Submitted,

Bruce Reimers
General Manager