



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Monday, November 25, 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, November 25th, 2024, at 3:30 p.m.

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

Staff Present: GM Bruce Reimers, EOS Ken Zweber, and Water Department Supervisor Travis Scheffler

2. APPROVAL OF AGENDA

GM Reimers asked that agenda items 7, 8 & 9 be removed from the agenda due to needing more time to work with bond council on financing options.

Motion made by Commissioner Tom Ewert, seconded by Commissioner Busch, to approve the agenda with the changes suggested by GM Reimers.

Motion carried (5-0)

3. APPROVAL OF MINUTES

a. October 28, 2024, Utilities Meeting Minutes

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

Motion carried (5-0)

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$176,916.17** and the SMMPA billing of **\$486,387.81**.

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

Motion carried (5-0)

6. REVIEW OF WATER SYSTEM MODELING STUDY

a. Study Summary

GM Reimers and Water Supervisor Travis Scheffler presented the water system modeling study that had been prepared by Bolton and Menk. This study reviews possible water system deficiencies and what distribution and filter plant upgrades will be required as New Prague grows. GM Reimers stated that staff is for the most part in agreement with the study in that there were some weaknesses that should be considered in the next 3 to 5 years with the primary focus being the need for another large capacity well to cover possible failure of either well's 5 or 6 located at filter plant #3.

Motion made by Commissioner Busch, seconded by Commissioner Wolf, to accept the study as presented.
Motion carried (5-0)

7. APPROVAL OF BID TO PROVIDE GENERATING EQUIPMENT

a. Approval Documents

Item removed from the Agenda.

8. ENGINEERING SERVICES AMENDMENT #2 FOR WEST SIDE ENERGY STATION

a. Approval Documents

Item removed from the Agenda.

9. RESOLUTIONS

a. #24-11-25-01 Declaring Official Intent of City of NP to Reimburse Certain Expenditures

Item removed from the Agenda.

10. SMMPA BOARD OF DIRECTORS MEETING

a. October 17, 2024

GM Reimers Reported on the following:

SMMPA will be rolling out a new scholarship program offering each member utility \$1000 to be awarded to a student that will be going into a utility related field. More information will be available in the coming months.

The SMMPA board approved the quick start contract at \$10.75 / KW for all new quick generation.

GM Reimers informed the Commission that the November SMMPA board meeting was his last meeting serving as president of the board after serving in the position for the past two years.

11. GENERAL MANAGER'S REPORT

GM Reimers informed the Commission on the following:

Jessica Lambrecht has been hired as the new Utility Billing Specialist

Staff will be interviewing a Water Operator to replace Frank Bisek, who will be retiring.

GM Reimers informed the Commission that staff had been working with the cities new bond council and that he would like to have two of the commissioners serve on a committee to help with gaining information on potential bonding for the proposed generation facility that would be under a 20-year quick start contract with SMMPA to provide the necessary capacity requirements and backup generation for the city of New Prague. Bruce Wolf and Chuck Nickolay said they would be willing to be on the committee. GM Reimers and Finance Director Pikal will communicate with the committee members to set up future meetings.

12. OTHER BUSINESS

Craig Turner asked to speak on behalf of the New Prague Boy Scouts asking that the Commission reconsider a previous vote in May of 2024 that asked the Boy Scouts vacate the space that they are currently using in the warehouse located North of the Power Plant. Mr. Turner stated that the Boy Scouts had invested several hours of time and materials into the current space and felt that the services they provide to the community should be considered. The Commission restated their concerns of allowing the Boy Scouts to continue to use the space due to liability, allowing service groups to use public property and the utility needing the storage space. A Motion was made by Commissioner Tom Ewert and seconded by Commissioner Chuck Nickolay to not allow the continued use of the storage building and that the General Manager inform the Boy Scouts in writing that they need to be out of the building by March 1st.

GM Reimers informed the Commission that staff had been working with vendors for the purchase of a mini excavator for the 2025 budget year and was informed that if the utility would place the order before the end of the year, they would realize approximately a \$3500 savings.

Motion made by Commissioner Bishop, seconded by Commissioner Ewert, authorizing staff to place the equipment order to the vendor with the best pricing.

Motion carried (5-0)

Staff informed the Commission that expected delivery of the equipment will be in March or April of 2025 and that cost will be split between the water and electric department with the City of New Prague purchasing the unit that is currently shared between departments.

13. ADJOURNMENT

Motion by Commissioner Ewert, seconded by Commissioner Nickolay, to adjourn the meeting at 5:25 p.m.

Motion carried (5-0)

Respectfully Submitted,

Bruce Reimers
General Manager