AGENDA ITEM: 3A

NEW PRAGUE UTILITIES COMMISSION
MEETING MINUTES
April 16th, 2012

The regular meeting of the New Prague Utilities Commission was held on April 16th, 2012, at 3:30 p.m., at 118 Central Avenue North, New Prague, MN 56071.

PRESENT: Commissioners Chuck Wann, Richard Jordan, Dan Bishop, Paul Busch, and Chuck Nickolay.

OTHERS PRESENT: Public Works Director Dennis Seurer

ABSENT: None

1. **CALL TO ORDER:** The meeting was called to order by President Chuck Wann on April 16th, 2012, at 3:30 p.m.

2. **APPROVAL OF AGENDA:** Motion made by Commissioner Bishop to approve the agenda as presented, second by Commissioner Jordan. With the following amendment: Agenda item 5B should read March financial report. Motion carried.

3. **MEETING MINUTES:** Motion by Commissioner Jordan to approve March 19th, 2012, meeting minutes, second by Commissioner Busch. Motion carried.

4. **UTILITY & SMMPA BILLS:** Motion by Commissioner Nickolay to approve claims for payment in the amount of $367,212.65 and SMMPA claim of payment in the amount of $401,901.45. Second by Commissioner Bishop. Motion carried.

5. **FINANCIAL REPORTS A – C:**
   A. Investment Report – The Investment Report was presented for review and approval.
   B. Financial Report – The Financial Report was presented for review and approval.
   C. Kilowatt & Water Sales – The kilowatt and water sales were reviewed.

   Motion made by Commissioner Jordan to accept the Investment and Financial Reports as presented, second by Commissioner Busch. Motion carried.

6. **SMMPA BOARD OF DIRECTORS MEETING MARCH 7th, 2012:** Public Works Director Dennis Seurer presented minutes from the March 7th, 2012, SMMPA Board of Directors meeting. No action needed.

7. **SMMPA BOARD OF DIRECTORS MEETING APRIL 11th, 2012:** Dennis Seurer informed the Commission of the business that was discussed at the April 11th, 2012, SMMPA Board of Directors Meeting.

8. **DONATION OF WATER REQUEST:** The Commission was presented with a letter from Amy Eich, Director of Community Services, requesting the donation of water for the initial filling of the swimming pool. After a discussion a motion was made by Commissioner Bishop, seconded by Commissioner Busch to approve the request as presented. Motion carried.

9. **SCHOLARSHIP ESSAYS:** The Commission was presented with the four essays that were received for consideration of the $500 Scholarship Program that the Commission offers. After a discussion a motion was made by Commissioner Jordan, seconded by Commissioner Busch to award the scholarship to essay C. Motion carried. Seurer informed the Commission that the essay was submitted by Anthony Beranek. Mr. Beranek's essay will be forwarded on to MMUA for consideration of their scholarship program.

10. **ELECTRIC AND WATER RATE STUDY:** The Commission was presented with an electric and water rate study that was conducted by the Owatonna Public Utilities for informational purposes.

11. **CONSUMER CONFIDENCE REPORT:** The Commission was presented with the 2011 Consumer Confidence Report. The report is available on the City's website, at City Hall and will be published in the New Prague Times. Residents will be informed of this in the May news letter and in their May utility bill.

12. **ELECTRIC SERVICE TERRITORY:** Public Works Director Dennis Seurer informed the Commission that he would like to schedule a joint workshop with the City Council to discuss electric service territory issues. After a discussion it was the consensus of the Commission to schedule the workshop for 5 pm on Tuesday, June 26th in the Council Chambers and reschedule the June 18th Commission meeting to June 26th at 3:30 pm.

13. **OPERATIONS REPORT:** Public Works Director Dennis Seurer reported the following information:
    1. Dennis Seurer informed the Commission that he will be attending the APPA National Conference June 15th through the 20th.

14. **OTHER BUSINESS:** Commissioner Busch informed the Commission that Pioneer Power is interested in the utility's old lathe that is no longer in use. After a discussion it was the consensuses of the Commission to have Commissioner Busch continue to pursue the issue.

With no further business a motion was made by Commissioner Jordan to adjourn the meeting at 4:48 p.m., second by Commissioner Busch. Motion carried.

Dennis Seurer