



# UTILITIES COMMISSION MEETING AGENDA

## City of New Prague

Monday, June 30, 2025 at 3:30 PM

Power Plant - 300 East Main St

- 
1. **CALL TO ORDER**
  2. **APPROVAL OF AGENDA**
  3. **APPROVAL OF MINUTES**
    - [a.](#) May 27, 2025 Meeting Minutes
  4. **UTILITY AND SMMPA BILLS**
    - [a.](#) Approval of accounts payable in the amount of **\$166,904.11** and the SMMPA billing of **\$506,446.53**.
  5. **FINANCIAL REPORTS**
    - [a.](#) Investment Report
    - [b.](#) Financial Report
    - [c.](#) Water and Kilowatt Hours Sales
  6. **APPROVAL OF UTILITY BILLING SPECIALIST POSITION**
    - [a.](#) Approval to Hire for Utility Billing Specialist Position
  7. **LEAD WATER SERVICE LINE REPLACEMENTS**
    - [a.](#) Resolution #25-06-30-01 - Advertisement for Bids
  8. **SMMPA BOARD OF DIRECTORS MEETING**
    - [a.](#) May 14, 2025
  9. **GENERAL MANAGER'S REPORT**
  10. **OTHER BUSINESS**
  11. **ADJOURNMENT**

**NEXT COMMISSION MEETING – Monday, July 28, 2025**



# 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 27<sup>th</sup>, 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,

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Bruce Reimers  
General Manager

Vendor Name	Net Invoice Amount
<b>ACE HARDWARE &amp; PAINT</b>	
SUPPLIES	\$4.99
<b>AMAZON CAPITAL SERVICES</b>	
APPAREL	\$194.31
COMPUTER FAN	\$8.40
TAPE	\$2.01
<b>BEVCOMM</b>	
TELEPHONE	\$162.94
TELEPHONE/COMMUNICATIONS	\$59.95
<b>COMPUTER TECHNOLOGY SOLUTIONS</b>	
COMPUTER SUPPORT	\$3,992.12
LAPTOPS	\$6,051.20
OFFICE 365 / FIREWALL	\$1,081.44
<b>DUAL AIR INC.</b>	
SERVER ROOM A/C	\$79.99
<b>GOPHER STATE ONE CALL</b>	
LINE LOCATES	\$77.63
<b>GRAINGER</b>	
BATTERIES	\$30.70
<b>LAKERS NEW PRAGUE SANITARY</b>	
TRASH - ELECTRIC	\$17.18
TRASH - POWER PLANT	\$89.28
TRASH - WATER	\$17.18
<b>LEAGUE OF MN CITIES INSURANCE</b>	
2024 WORKERS COMP	\$125.88
<b>NEW PRAGUE UTILITIES</b>	
ELECTRIC UTILITIES	\$1,510.43
SMMPA - NORTH SOFTNER	\$221.74
WATER PUMPING - E	\$755.80
WATER PUMPING - W/S/S	\$9,845.48
WATER UTILITIES	\$662.15
<b>O'REILLY AUTOMOTIVE INC</b>	
FILTER	\$5.29
<b>QUILL CORPORATION</b>	
COPY PAPER	\$107.97
<b>SUEL PRINTING</b>	
COMPENSATION STUDY AD	\$19.80
<b>US BANK CREDIT CARD</b>	
GENERATION SCHOOL	\$824.50
OFFICE SUPPLIES	\$42.27
SMMPA MEETING	\$100.00-
TOOLBOX	\$44.09-
UNDERGROUND SCHOOL	\$1,097.55
<b>US BANK EQUIPMENT FINANCE</b>	
COPIER LEASE	\$513.84
<b>VERIZON WIRELESS</b>	
TELEPHONE	\$537.92
<b>VETERAN SHREDDING</b>	
CONTRACTED SERVICES	\$17.00
Grand Totals	\$28,012.85

Vendor / Description	Invoice Amount
<b>ACE HARDWARE</b>	
SUPPLIES	\$159.21
<b>AIRGAS USA LLC</b>	
NITROGEN	\$19.50
<b>AMAZON CAPITAL SERVICES</b>	
ABSORBENT PADS	\$84.99
APPAREL	\$365.21
BANDAID	\$7.49
BANDED EAR PLUGS	\$23.94
MOWER PARTS	\$66.65
NORTH COOLING TOWER - SUPPLIES	\$357.97
OFFICE SUPPLIES	\$14.39
PART RETURNED	\$28.99
PO 858 - SOLENOID VALVE	\$85.48
RETURNED LIGHTS	\$28.99-
SEALANT	\$1,179.36
<b>ARVIG ANSWERING SOLUTIONS</b>	
ANSWERING SERVICE	\$313.22
<b>BORDER STATES ELECTRIC SUPPLY</b>	
COUPLING, 4" PVC	\$68.45
<b>CENTRAL MCGOWAN INC</b>	
WIRE	\$214.58
<b>CHOSEN VALLEY TESTING INC</b>	
FUTURE GENERATION	\$5,450.00
<b>CITY OF NEW PRAGUE</b>	
REBATE - ELECTRIC LAWN MOWER	\$1,300.00
<b>CONTINENTAL LIFT TRUCK CORP</b>	
FORKLIFT REPAIR	\$140.88
<b>CORE &amp; MAIN</b>	
1 MALE ADAPTER	\$97.53
1 TEE	\$86.47
1" CURB STOP, COMP. CU	\$516.03
3/4" X 1" CORPORATION ADAPTER	\$104.61
HYDRANT REPAIRS	\$3,697.34
<b>DENNY / DOTTY VONBANK</b>	
CLEANING RAGS	\$120.00
<b>DGR ENGINEERING</b>	
FUTURE GENERATION	\$96,913.50
<b>DITCH WITCH OF MINNESOTA</b>	
SPRAY HOSE	\$139.99
<b>DIVAL SAFETY EQUIPMENT INC</b>	
GLOVES	\$537.62
<b>DUAL AIR INC</b>	
BREAKROOM - AC	\$282.78
<b>GB TECHNOLOGIES</b>	
FIRE SAFETY PANEL	\$2,689.30
<b>GRAINGER</b>	
HOSE FITTING	\$14.47
<b>HAWKINS INC</b>	
WATER PURIFICATION	\$6,072.66
<b>HEITZ, COREY</b>	
SAFETY BOOTS	\$60.00
<b>INTERSTATE BATTERY</b>	
REEL TRAILER BATTERY	\$64.45
<b>KEYS WELL DRILLING COMPANY</b>	
BOOSTER PUMP - PUMP	\$1,890.00
<b>KURITA AMERICA INC</b>	
MEDIA SAMPLE TEST	\$600.00
TESTING SUPPLIES	\$61.45

Vendor / Description	Invoice Amount
<b>L&amp;S ELECTRIC</b>	
FILTER #2 - VFD	\$776.00
<b>LE SUEUR COUNTY AUDITOR-TREASURER</b>	
PROPERTY TAXES	\$1,181.00
<b>MACH LUMBER COMPANY</b>	
BUILDING SUPPLIES	\$31.82
<b>MCMASTER-CARR SUPPLY CO</b>	
BALL VALVE	\$94.89
SMMPA PO 858 - FITTINGS	\$75.77
STEEL FITTINGS	\$41.16
<b>MN DEPT OF COMMERCE</b>	
2026 1ST QTR INDIRECT ASSMNT	\$1,239.13
<b>MN MUNICIPAL UTILITIES ASSOC</b>	
MMUA SUMMER CONFERENCE	\$1,705.00
<b>MSC INDUSTRIAL SUPPLY CO</b>	
SAFETY GLASSES	\$39.30
<b>OLSON, LOGAN</b>	
UNDERGROUND SCHOOL & COMPETENT PERSON - LOGAN	\$52.80
<b>POSTMASTER OF NEW PRAGUE</b>	
UTILITY BILL POSTAGE	\$1,256.00
<b>RIVER COUNTRY CO-OP</b>	
DIESEL FUEL	\$949.98
MOTORS FUEL	\$1,399.48
<b>RIVERS EDGE CONCRETE LLC</b>	
CONCRETE	\$1,207.50
<b>SALTCO</b>	
MONTHLY SALT	\$247.30
SALT	\$157.26
<b>SILHOUETTES</b>	
EMBROIDERY	\$208.20
<b>ST. LOUIS MRO INC</b>	
RANDOM TESTING	\$90.00
<b>STAR GROUP LLC.</b>	
TERMINAL	\$3.02
<b>STUART C. IRBY CO.</b>	
GLOVE & SLEEVE TESTING	\$414.00
<b>US BANK EQUIPMENT FINANCE</b>	
COPIER LEASE	\$146.65
<b>UTILITY CONSULTANTS</b>	
WATER SAMPLES	\$210.08
<b>VOYAGER FLEET</b>	
FUEL	\$257.55
<b>WHEELER WORLD INC</b>	
PO 975 - BASEMENT DOOR	\$2,818.00
<b>ZORO TOOLS</b>	
BACKER ROD	\$75.10
KNOB	\$3.56
PP WASH BAY PROJECT	\$411.19
Grand Totals	\$138,891.26



Southern Minnesota Municipal Power  
Agency  
500 First Ave SW  
Rochester MN 55902-3303  
United States

## Power Sales

Section 4, Item a.

#INV1777  
5/31/2025

### Bill To

New Prague Municipal Utilities  
118 N Central Avenue  
New Prague MN 56071  
United States

**Due Date:** 6/25/2025

BILLING PERIOD	kWh	kW	DATE / TIME
May 2025	5,638,392	11,992	May 13, 2025 5:00:00 PM
SOLAR PRODUCTION	0	0	
TOTAL	5,638,392	11,992	
BASE RATE BILLING DEMAND CAP	N/A	0	
SUMMER SEASON BASE RATE DEMAND	N/A	15,725	Aug 26, 2024 4:00:00 PM
BASE RATE RATCHET DEMAND	N/A	11,637	Aug 26, 2024 4:00:00 PM

Description	Quantity	Rate	Amount	TOTAL
<b>BASE RATE POWER SUPPLY</b>				
Demand Charge (kW)	11,992	\$10.95	\$131,312.40	\$131,312.40
On Peak Energy Charge (kWh)	2,637,805	\$0.06431	\$169,637.24	\$169,637.24
Off Peak Energy Charge (kWh)	3,000,587	\$0.04808	\$144,268.22	\$144,268.22
Cost Adjustment (kWh)	5,065,852	\$0.003876	\$19,635.24	\$19,635.24
BASE RATE SUBTOTAL				\$464,853.10
<b>TRANSMISSION</b>				
Transmission Charge - CP (kW)	11,992	\$2.20	\$26,382.40	\$26,382.40
Transmission Charge - Ratchet (kW)	15,725	\$0.967315	\$15,211.03	\$15,211.03

### OTHER CHARGES

**Total** \$506,446.53

NEW PRAGUE UTILITIES COMMISSION										
SMMPA										
5/31/2025										
		PURCHASED	ENERGY	2025				PURCHASED	ENERGY	2024
MONTH	KWH	POWER	COST ADJ	Price/KWH		MONTH	KWH	POWER	COST ADJ	Price/KWH
January	6,264,257	\$ 508,086.73	\$ (7,460.01)	\$ 0.08230		January	6,076,702	\$ 492,817.06	\$ (14,666.30)	\$ 0.08351
February	5,565,759	\$ 473,427.73	\$ 281.89	\$ 0.08501		February	5,236,987	\$ 458,820.82	\$ (1,385.49)	\$ 0.08788
March	5,394,698	\$ 452,860.23	\$ (7,641.79)	\$ 0.08536		March	5,317,688	\$ 484,044.84	\$ 21,047.45	\$ 0.08707
April	5,065,852	\$ 483,543.35	\$ 38,620.64	\$ 0.08783		April	5,056,695	\$ 479,805.51	\$ 27,912.54	\$ 0.08937
May	5,638,392	\$ 506,446.53	\$ 19,635.24	\$ 0.08634		May	5,482,934	\$ 533,610.64	\$ 57,883.99	\$ 0.08676
June						June	6,281,542	\$ 528,546.50	\$ 8,257.30	\$ 0.08283
July						July	7,292,531	\$ 593,245.07	\$ (6,319.23)	\$ 0.08222
August						August	6,961,253	\$ 639,976.21	\$ 31,831.90	\$ 0.08736
September						September	6,407,296	\$ 546,056.39	\$ (4,141.95)	\$ 0.08587
October						October	5,359,459	\$ 486,387.81	\$ 15,710.69	\$ 0.08782
November						November	5,269,409	\$ 524,731.77	\$ 64,254.55	\$ 0.08739
December						December	5,987,170	\$ 529,434.00	\$ 28,691.93	\$ 0.08364
Total	27,928,958	\$ 2,424,364.57	\$ 43,435.97	\$ 0.08525		Total	70,729,666	\$ 6,297,476.62	\$ 229,077.38	\$ 0.08580



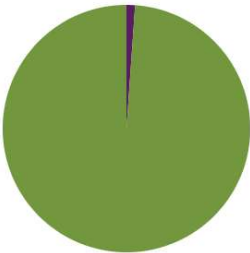
NEW PRAGUE UTILITIES COMMISSION			
INVESTMENT SUMMARY			
4/30/2025			
<b>First Bank and Trust</b>			
Checking - Cash Balance			
Electric		\$	3,431,096.65
Water		\$	985,417.64
Subtotal		\$	4,416,514.29
Money Market		\$	2,114,845.09
<b>Wells Fargo</b>			
F.I.S.T. (Market Value per Wells Select report)		\$	3,402,458.00
Electric (74% of account)	\$ 2,517,818.92		
Water (26% of account)	\$ 884,639.08		
<b>Total</b>		<b>\$</b>	<b>9,933,817.38</b>
<b>Invested</b>			
F.I.S.T. original investment - 6/21/2012	\$ 1,050,000		
F.I.S.T. Add'l investment - 7/19/2012	\$ 730,000		
F.I.S.T. Add'l investment - 8/22/2014	\$ 470,000		
F.I.S.T. Add'l Investment - 7/31/2015	\$ 500,000		
F.I.S.T. Add'l Investment - 11/16/2015	\$ 100,000		
	\$ 2,850,000		

# Managed Asset Allocation Summary

As of May 15, 2025

May 16, 2025  
Trade Date Basis  
NEW PRAGUE UTILITIES  
COMMISSION  
221880  
Investment Objective Is Fixed  
Income

	MARKET VALUE	TOTAL COST	UNREALIZED G/L	EST ANNUAL INCOME	EST ANNUAL YIELD	ALLOCATION
Cash Alternatives	38,158	38,158	0	1,609	4.22	1.1
Fixed Income	3,364,300	3,476,526	(112,227)	105,166	3.13	98.9
Total Portfolio	\$3,402,458	\$3,514,685	\$(112,227)	\$106,775	3.14%	100.0%



NEW PRAGUE UTILITIES COMMISSION, MINNESOTA

STATEMENT OF REVENUES AND EXPENSES

BUDGET AND ACTUAL

WATER FUND (UNAUDITED)

April 30, 2025

WATER FUND						
33.33% of year completed						
	2024 Thru 4/30/2024	Current Month	Actual Thru 4/30/2025	2024/2025 Variance YTD	2025 Fiscal Budget	% Received or Expended Based on Actual Budget
REVENUES						
Unbilled Accounts Receivable	(1,509.97)	7,148.71	6,593.94	8,103.91	-	0.00%
Residential	\$ 375,642.83	\$ 104,128.25	\$ 412,721.29	\$ 37,078.46	\$ 1,297,761.00	31.80%
Commercial	114,670.79	28,699.95	118,958.84	4,288.05	691,090.00	17.21%
Water Hook-up Fees	\$ 23,908.00	\$ 3,320.00	\$ 78,447.00	\$ 54,539.00	\$ 23,000.00	341.07%
Interest Income	4,363.93	3,919.81	17,810.04	13,446.11	15,000.00	118.73%
Other Income	\$ 11,413.80	\$ 1,505.79	\$ 25,336.73	\$ 13,922.93	\$ 30,110.00	84.15%
TOTAL REVENUES	\$ 528,489.38	\$ 148,722.51	\$ 659,867.84	\$ 131,378.46	\$ 2,056,961.00	32.08%
EXPENSES						
Power Used	36,372.22	14,965.94	34,992.23	(1,379.99)	117,500.00	29.78%
Purification	18,401.00	8,970.44	18,327.98	(73.02)	58,000.00	31.60%
Distribution	1,261.02	745.34	6,607.33	5,346.31	64,500.00	10.24%
Depreciation	173,864.63	45,739.87	182,160.67	8,296.04	525,000.00	34.70%
Debt & Other Interest	60,021.79	929.84	76,387.66	16,365.87	141,088.00	54.14%
Salary & Benefits	225,851.99	46,712.29	249,575.92	23,723.93	639,341.00	39.04%
Admin & General	\$ 57,147.22	\$ 8,036.17	\$ 61,167.22	\$ 4,020.00	\$ 169,670.00	36.05%
TOTAL EXPENSES	\$ 572,919.87	\$ 126,099.89	\$ 629,219.01	\$ 56,299.14	\$ 1,715,099.00	36.69%
EXCESS REVENUES OVER EXPENSES	\$ (44,430.49)	\$ 22,622.62	\$ 30,648.83	\$ 75,079.32	\$ 341,862.00	

CITY OF NEW PRAGUE, MINNESOTA  
STATEMENT OF REVENUES AND EXPENSES  
BUDGET AND ACTUAL  
ELECTRIC FUND (UNAUDITED)  
April 30, 2025

Section 5, Item b.

ELECTRIC FUND						
						<b>33.33% of year completed</b>
REVENUES	2024 Thru 4/30/2024	Current Month	Actual Thru 4/30/2025	2024/2025 Variance YTD	2025 Fiscal Budget	% Received or Expended Based on Actual Budget
Unbilled Accounts Receivable	\$ (67,234.71)	\$ 17,651.60	\$ (80,764.97)	\$ (13,530.26)	\$ -	0.00%
Residential Revenue	\$ 1,277,326.18	\$ 294,327.87	\$ 1,368,077.59	\$ 90,751.41	\$ 4,186,223.00	32.68%
Commercial	\$ 213,065.68	\$ 63,381.56	\$ 241,990.16	\$ 28,924.48	\$ 628,951.00	38.48%
Small Industrial	\$ 603,157.03	\$ 143,931.93	\$ 625,950.54	\$ 22,793.51	\$ 1,861,047.00	33.63%
Industrial	\$ 755,943.62	\$ 190,484.28	\$ 766,727.18	\$ 10,783.56	\$ 2,424,913.00	31.62%
Streetlights	\$ 22,695.38	\$ 4,727.94	\$ 22,914.28	\$ 218.90	\$ 63,443.00	36.12%
Other Departments	\$ 45,203.35	\$ 441.44	\$ 26,527.40	\$ (18,675.95)	\$ 160,583.00	16.52%
SMMPA LOR Reimbursement	\$ 65,233.47	\$ 14,990.11	\$ 68,096.77	\$ 2,863.30	\$ 205,075.00	33.21%
SMMPA O&M Revenue	\$ 298,402.47	\$ 53,930.02	\$ 348,654.84	\$ 50,252.37	\$ 676,033.00	51.57%
Reimbursement - SMMPA Rebates	\$ 2,885.44	\$ -	\$ 8,348.07	\$ 5,462.63	\$ -	0.00%
Interest Income	\$ 16,275.22	\$ 2,568.53	\$ 18,101.35	\$ 1,826.13	\$ 25,000.00	72.41%
Other Income	\$ 180,929.29	\$ 5,631.04	\$ 57,922.30	\$ (123,006.99)	\$ 173,800.00	33.33%
<b>TOTAL REVENUES</b>	<b>\$ 3,413,882.42</b>	<b>\$ 792,066.32</b>	<b>\$ 3,472,545.51</b>	<b>\$ 58,663.09</b>	<b>\$ 10,405,068.00</b>	<b>33.37%</b>
<b>EXPENSES</b>						
Production	\$ 2,768.21	\$ 445.99	\$ 20,922.47	\$ 18,154.26	\$ 44,000.00	47.55%
Purchased Power	\$ 1,915,488.23	\$ 483,543.35	\$ 1,906,921.28	\$ (8,566.95)	\$ 6,196,036.00	30.78%
SMMPA O&M Expenses	\$ 153,944.75	\$ 60,444.41	\$ 185,652.96	\$ 31,708.21	\$ 332,295.00	55.87%
Distribution/Transmission	\$ 6,842.60	\$ 4,101.91	\$ 58,761.20	\$ 51,918.60	\$ 133,313.00	44.08%
Energy Conservation - Rebates	\$ 3,932.14	\$ 1,360.00	\$ 11,833.50	\$ 7,901.36	\$ 12,500.00	94.67%
Depreciation	\$ 252,360.65	\$ 62,853.64	\$ 251,235.52	\$ (1,125.13)	\$ 701,323.00	35.82%
Salary & Benefits	\$ 504,106.32	\$ 109,166.48	\$ 527,515.53	\$ 23,409.21	\$ 1,859,346.00	28.37%
MVEC LOR Payment	\$ 130,466.92	\$ 29,980.22	\$ 136,193.51	\$ 5,726.59	\$ 410,150.00	33.21%
Admin & General	\$ 104,406.48	\$ 15,072.87	\$ 130,513.32	\$ 26,106.84	\$ 295,321.00	44.19%
Payment in Lieu of Taxes	\$ 13,333.32	\$ 3,333.33	\$ 13,333.36	\$ 0.04	\$ 40,000.00	33.33%
<b>TOTAL EXPENSES</b>	<b>\$ 3,087,649.62</b>	<b>\$ 770,302.20</b>	<b>\$ 3,242,882.65</b>	<b>\$ 155,233.03</b>	<b>\$ 10,024,284.00</b>	<b>32.35%</b>
<b>EXCESS REVENUES OVER EXPENSES</b>	<b>\$ 326,232.80</b>	<b>\$ 21,764.12</b>	<b>\$ 229,662.86</b>	<b>\$ (96,569.94)</b>	<b>\$ 380,784.00</b>	

Note: "Other Income" includes metal recycling

AGENDA ITEM: 5C									
NEW PRAGUE UTILITIES COMMISSION									
WATER PUMPED-SOLD-USED									
2025									
YR/MO	2025	2025 YTD	2024	2024 YTD	YR/MO	2025	2025 YTD	2024	2024 YTD
JANUARY	12/8/24-1/8/2025		12/8/23-1/8/2024		JULY	6/7/2025-7/8/2025		6/7/2024-7/8/2024	
GAL PUMPED	17,427	17,427	18,004	18,004	GAL PUMPED		90,048	19,050	129,082
GAL SOLD	15,702	15,702	15,411	15,411	GAL SOLD		75,897	16,581	108,730
GAL USED	461	461	280	280	GAL USED		1,564	456	2,490
GAL(LOSS)/GAIN	(1,264)	(1,264)	(2,313)	(2,313)	GAL(LOSS)/GAIN	0	(12,587)	(2,013)	(17,862)
PERCENTAGE	7.3%	7.3%	12.8%	12.8%	PERCENTAGE	#DIV/0!	14.0%	10.6%	13.8%
FEBRUARY	1/8/2025-2/7/2025		1/8/2024-2/7/2024		AUGUST	7/8/2025-8/7/2025		7/8/2024-8/7/2024	
GAL PUMPED	17,291	34,718	17,511	35,515	GAL PUMPED		90,048	25,675	154,757
GAL SOLD	14,773	30,475	14,979	30,390	GAL SOLD		75,897	22,609	131,339
GAL USED	335	796	343	623	GAL USED		1,564	757	3,247
GAL(LOSS)/GAIN	(2,183)	(3,447)	(2,189)	(4,502)	GAL(LOSS)/GAIN	0	(12,587)	(2,309)	(20,171)
PERCENTAGE	12.6%	9.9%	12.5%	12.7%	PERCENTAGE	#DIV/0!	14.0%	9.0%	13.0%
MARCH	2/7/2025-3/8/2025		2/7/2024-3/8/2024		SEPTEMBER	8/7/2025-9/9/2025		8/7/2024-9/9/2024	
GAL PUMPED	17,422	52,140	16,824	52,339	GAL PUMPED		90,048	27,535	182,292
GAL SOLD	15,197	45,672	14,823	45,213	GAL SOLD		75,897	23,306	154,645
GAL USED	319	1,115	330	953	GAL USED		1,564	785	4,032
GAL(LOSS)/GAIN	(1,906)	(5,353)	(1,671)	(6,173)	GAL(LOSS)/GAIN	0	(12,587)	(3,444)	(23,615)
PERCENTAGE	10.9%	10.3%	9.9%	11.8%	PERCENTAGE	#DIV/0!	14.0%	12.5%	13.0%
APRIL	3/8/2025-4/8/2025		3/8/2024-4/8/2024		OCTOBER	9/9/2025-10/8/2025		9/9/2024-10/8/2024	
GAL PUMPED	16,475	68,615	17,280	69,619	GAL PUMPED		90,048	31,996	214,288
GAL SOLD	14,108	59,780	15,301	60,514	GAL SOLD		75,897	30,099	184,744
GAL USED	219	1,334	311	1,264	GAL USED		1,564	1308	5,340
GAL(LOSS)/GAIN	(2,148)	(7,501)	(1,668)	(7,841)	GAL(LOSS)/GAIN	0	(12,587)	(589)	(24,204)
PERCENTAGE	13.0%	10.9%	9.7%	11.3%	PERCENTAGE	#DIV/0!	14.0%	1.8%	11.3%
MAY	4/8/2025-5/8/2025		4/8/2024-5/8/2024		NOVEMBER	10/8/2025-11/7/2025		10/8/2024-11/7/2024	
GAL PUMPED	21,433	90,048	19,862	89,481	GAL PUMPED		90,048	23,486	237,774
GAL SOLD	16,117	75,897	14,611	75,125	GAL SOLD		75,897	21,756	206,500
GAL USED	230	1,564	318	1,582	GAL USED		1,564	552	5,892
GAL(LOSS)/GAIN	(5,086)	(12,587)	(4,933)	(12,774)	GAL(LOSS)/GAIN	0	(12,587)	(1,178)	(25,382)
PERCENTAGE	23.7%	14.0%	24.8%	14.3%	PERCENTAGE	#DIV/0!	14.0%	5.0%	10.7%
JUNE	5/8/2025-6/7/2025		5/8/2024-6/7/2024		DECEMBER	11/7/2025 - 12/8/2025		11/7/2024 - 12/8/2024	
GAL PUMPED		90,048	20,551	110,032	GAL PUMPED		90,048	18,084	255,858
GAL SOLD		75,897	17,024	92,149	GAL SOLD		75,897	17,118	223,618
GAL USED		1,564	452	2,034	GAL USED		1,564	489	6,381
GAL(LOSS)/GAIN	0	(12,587)	(3,075)	(15,849)	GAL(LOSS)/GAIN	0	(12,587)	(477)	(25,859)
PERCENTAGE	#DIV/0!	14.0%	15.0%	14.4%	PERCENTAGE	#DIV/0!	14.0%	2.6%	10.1%

NEW PRAGUE UTILITIES COMMISSON					
ELECTRIC SALES KWH					
		ACCUM			ACCUM
MONTH	2025	2025	MONTH	2024	2024
JAN	5,619,898	5,619,898	JAN	5,508,723	5,508,723
FEB	5,816,788	11,436,686	FEB	5,637,288	11,146,011
MAR	5,721,083	17,157,769	MAR	5,184,765	16,330,776
APR	5,016,537	22,174,306	APR	5,128,582	21,459,358
MAY	4,912,135	27,086,441	MAY	4,697,436	26,156,794
JUNE			JUNE	5,321,360	31,478,154
JULY			JULY	6,088,366	37,566,520
AUG			AUG	7,394,647	44,961,167
SEPT			SEPT	6,608,966	51,570,133
OCT			OCT	6,050,221	57,620,354
NOV			NOV	5,095,903	62,716,257
DEC			DEC	5,665,673	68,381,930
TOTAL	27,086,441		TOTAL	68,381,930	

**\*Monthly Kwh totals are not final until year-end**



# New Prague Utilities Commission

Section 6, Item a.

In the Counties of Scott & Le Sueur

118 CENTRAL AVENUE NORTH • NEW PRAGUE, MINNESOTA 56071 •  
PHONE (952) 758-4401 • [www.ci.new-prague.mn.us](http://www.ci.new-prague.mn.us) • FAX (952) 758-1149

**Bruce Reimers**  
General Manager

## MEMORANDUM

TO: New Prague Utilities Commission  
FROM: Bruce Reimers, Utilities General Manager  
DATE: June 23<sup>rd</sup>, 2025  
SUBJECT: Utility Billing Specialist Assignment

Pending council approval on July 7<sup>th</sup>, 2025, there will be a change in position that will make the Utility Billing Specialist position vacant. Since the position has been open within the past year and there was another candidate that has already been interviewed, we would like to move forward with an offer. During this transition period, the Utilities office staff will provide support to ensure continuity in utility billing operations until a permanent replacement is secured.

The hiring wage for the position is based off Grade 9, Step 1 \$28.33-Step 11 \$37.16.

**Recommendation:** Commission approves the hiring of a Utility Billing Clerk

**CITY OF NEW PRAGUE**

**Resolution #25-06-30-01**

**2025 LEAD SERVICE LINE REPLACEMENT PROJECT  
APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS**

**WHEREAS**, the consulting city engineer retained for the purpose has prepared plans and specifications for the construction of the 2025 Lead Water Service Line Replacement Project, and has presented such plans and specifications to the Commission for approval;

**NOW THEREFORE, BE IT RESOLVED BY THE NEW PRAGUE UTILITY  
COMMISSION**

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The General Manager shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published as required by law, shall specify the work to be done, and shall state that online bids will be received by the City Administrator until 10:00 a.m. on Thursday, July 24, 2025 at which time they will be publicly opened and read aloud via Microsoft Teams by the City Engineer, will then be tabulated, and will be considered by the New Prague Utility Commission at 3:30 p.m. on Monday, July 28, 2025, in the council chambers of the New Prague Power Plant. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the General Manager and accompanied by a cashier's check, bid bond, or certified check payable to the clerk for 5 percent of the amount of such bid.

Adopted by the New Prague Utilities Commission on this 30<sup>th</sup> day of June, 2025.

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Charles Nickolay  
NPUC Vice President

ATTEST:

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Bruce Reimers  
General Manager



## ADVERTISEMENT FOR BIDS

**2025 Lead Service Line Replacement Project  
New Prague, Minnesota  
SEH No. NEWPR 185798**

Notice is hereby given that Online Bids will be received by the New Prague Utilities Commission until 10:00 a.m., Thursday, July 24, 2025, via [QuestCDN](#) for the furnishing of all labor and material for the construction of 2025 Lead Service Line Replacement Project.

The bid opening will be conducted via Microsoft Teams, at which time they will be publicly opened and read aloud:

2025 Lead Service Line Replacement Project, New Prague, Minnesota, Bid Opening  
Thursday, July 24, 2025, 10:00 a.m. (CDT)

Please join my meeting from your computer, tablet or smartphone: <https://bit.ly/467NNBZ>

Or call in (audio only)

+1 872-242-7640,,932634733# United States, Chicago  
Phone Conference ID: 932 634 733#

Any person monitoring the meeting remotely may be responsible for any documented costs. Message and data rates may apply.

**Major components of the Work include:** Replacement of 17 lead or galvanized iron water service lines with new HDPE service lines. Typical installation will be on private property and include replacement of existing water service lines from the exterior curb stop to the water meter located within the residential house basement. Restoration of property including concrete walk, concrete or bituminous driveway, turf, and landscaping is also included.

The Issuing Office is Short Elliott Hendrickson Inc. (SEH®) located at 11 Civic Center Plaza, Suite 200, Mankato, MN 56001-7710, Chris Knutson, 507.237.8383, [cknutson@sehinc.com](mailto:cknutson@sehinc.com).

The Bidding Documents may be viewed for no cost at <http://www.sehinc.com> by selecting the Project Bid Information link at the bottom of the page and the View Plans option from the menu at the top of the selected project page.

Digital image copies of the Bidding Documents are available at <http://www.sehinc.com> for a fee of \$30. These documents may be downloaded by selecting this project from the "Project Bid Information" link and by entering eBidDoc™ Number 9752031 on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or [info@questcdn.com](mailto:info@questcdn.com).

For this project, bids will **ONLY** be received electronically. Contractors submitting an electronic bid **will** be charged an additional \$42 at the time of bid submission via the online electronic bid service [QuestCDN.com](#). To access the electronic Bid Worksheet, download the project document and click the online bidding button at the top of the advertisement. Prospective bidders must be on the plan holders list through QuestCDN for bids to be accepted. Bids shall be completed according to the Bidding Documents prepared by SEH dated June 30, 2025.

In addition to digital plans, paper copies of the Bidding Documents may be obtained from Docunet Corp. located at 2333 Niagara Lane, Plymouth, MN 55447 (763.475.9600) for a fee of \$100.

Bid security in the amount of 5 percent of the Bid must accompany each Bid in accordance with the Instructions to Bidders.

A Contractor responding to these Bidding Documents must submit to the Owner a signed statement un-  
by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, section  
16C.285, subdivision 3.

This Work shall be subject to minimum wages and labor standards in accordance with State and Federal  
requirements. This work will also be subject to Build America, Buy America (BABA) and other requirements of  
Minnesota Public Facilities Authority, Drinking Water Revolving Fund.

The City of New Prague reserves the right to reject any and all Bids, to waive irregularities and informalities  
therein and to award the Contract in the best interests of the City of New Prague.

Bruce Reimers  
General Manager  
New Prague Utilities  
New Prague, Minnesota

**SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY**  
**Minutes of the Board of Directors' Meeting**  
**May 14, 2025**

President Moulton called the meeting to order at 9:00 a.m. at the Emergency Services Building in New Prague, Minnesota.

**Board Members Present:**

President Peter T. Moulton, Saint Peter; Vice President Roger E. Warehime, Owatonna; Secretary James R. Bakken, Preston; Treasurer Bruce A. Reimers, New Prague; Mark E. Nibaur, Austin; and Timothy M. McCollough, Rochester.

**Others Present:**

David P. Geschwind, Executive Director & CEO; Alex Bumgardner, Austin; Miles Heide, Julie Zarling, Fairmont; Shane Steele, Grand Marais; Damian Baum, Owatonna; Keith Butcher, Princeton; Jason Halvorson, Redwood Falls; Chris Rolli, Spring Valley; Craig Anderson, Wells; Beth A. Fondell, Naomi A. Goll, Joseph A. Hoffman, and Jeremy B. Sutton of the Agency staff.

**Others Present Via Conference Call:**

Jerry Mausbach, Blooming Prairie; Mike Roth, Grand Marais; Mike Geers, Litchfield; and Joe Kohlgraf, Mora.

**#1 Agenda Approval:**

Mr. Bakken moved to approve the agenda, seconded by Mr. Reimers, passed upon a unanimous vote of the board members present.

**#2 Consent Agenda:**

Mr. Nibaur moved to approve the consent agenda, seconded by Mr. Bakken, passed upon a unanimous vote of the board members present.

APPROVED the April 9, 2025 board meeting minutes.

**#3 SMMPA Financial Metrics-Fondell:**

Ms. Fondell reported on SMMPA financial metrics.

The Agency has been tracking financial metrics since 2014. Overall, there has been improvement in many of the metrics since the drawdown of excess reserves in 2022.

Various financial metrics were reviewed, and the results were compared to the Fitch Ratings methodology, when available.

Discussion.

#### **#4 Energy Cost Adjustment Review-Fondell:**

Ms. Fondell reported on the Energy Cost Adjustment review.

Now that we have a couple years of history with the Energy Cost Adjustment (ECA), it's a good time to evaluate and incorporate any changes into the 2026 budget. The ECA components and key drivers were reviewed, along with results from 2023, 2024, and 2025 through March.

##### **ECA Structure Options for Discussion**

- Continue to annually adjust the ECA base cost?
- Continue to use annual (blended) base cost?

Discussion.

There was board consensus to continue with annually adjusting the base cost to reflect the budget and using an annual (blended) base cost.

After a short break, the board reconvened at 10:29 a.m.

#### **#5 Revolving Credit Agreement Renewal-Fondell:**

Ms. Fondell reported on the Revolving Credit Agreement (RCA) renewal.

The current RCA with U.S. Bank expires on October 31, 2025. With the upcoming bond refunding in the fourth quarter of 2025, it is advantageous to work on the renewal now to ensure rating agencies give the Agency credit for the \$68 million liquidity provided by the RCA.

SMMPA's financial advisor, Public Financial Management, assisted with comparative analysis, negotiations, and outreach to additional banks to ensure competitive and favorable terms.

Three banks were evaluated, and additional analysis is underway to evaluate the terms and financial impacts to the Agency.

Discussion.

##### **Next Steps**

- June board meeting action item.
- Begin bond and tax counsel work.
  - Transition bond and tax work from Orrick to Dorsey & Whitney.

#### **#6 Electric Vehicle Charger Upgrade Opportunity-Hoffman:**

Mr. Hoffman reported on the electric vehicle (EV) charger upgrade opportunity.

In 2020 and 2021, SMMPA partnered with the members to install 15 DC fast chargers and 72 Level 2 chargers in the member communities.

The reliability with the "first generation" Tritium RT-50 has been an ongoing concern for

SMMPA and the members. Recently Tritium was purchased and the ongoing support for the chargers remains uncertain.

ZEF Energy contacted SMMPA with a proposal to upgrade the Tritium RT-50s to the RTM-75s. The estimated cost to upgrade all DCFCs in the SMMPA network is approximately \$285,000. The cost drops to \$200,000 if direct pay incentives are received.

The Agency will support the EV charging network through 2026, but each member may decide if they want to continue with EV chargers in their community.

After discussion, the SMMPA Board declined ZEF Energy's proposal.

#### **#7 Vestas Wind Turbine O&M Agreement-Sutton:**

Mr. Sutton reported on the Vestas Wind Turbine O&M Agreement.

Vestas is no longer willing to offer a "full" warranty agreement. The three-year maintenance agreement will have a significantly reduced scope, only covering preventative maintenance activities and some smaller wear items on the six Agency-owned wind turbines.

Discussion.

Mr. McCollough moved to approve the Vestas maintenance agreement, seconded by Mr. Nibaur, passed upon a unanimous vote of the board members present.

#### **#8 Confidential Board Report Summary-Sutton:**

Mr. Sutton summarized the confidential board report.

#### **Government Affairs/Member Services Report-Hoffman:**

Mr. Hoffman summarized the government affairs/member services report detailed in the board book.

#### **APPA Certificates of Excellence in Reliability**

SMMPA ordered the American Public Power Association 2024 Certificates of Excellence in Reliability and distributed them to each SMMPA member. Members were recognized for providing reliable service and power in their communities.

#### **SMMPA IT/Cybersecurity Roundtable**

SMMPA will hold the IT/Cybersecurity Roundtable on June 11, 2025 from 10 a.m. to 1 p.m. at Austin Utilities.

#### **Association of Energy Services Professionals**

SMMPA purchased group membership from the Association of Energy Services Professionals (AESP). The benefits include webinars, discounts on AESP trainings and conferences, access to AESP's Member Resource Library, Local AESP Midwest Chapter participation, and access to

AESP's Mentorship Program. Members interested in joining the group membership should contact Mr. Hoffman.

### **Operations Report-Sutton:**

Mr. Sutton reported:

#### Solar Turbines Update

SMMPA staff attended the Solar Turbines kick-off meeting and toured their manufacturing facility on April 29, 2025 in San Diego, California. SMMPA will schedule an internal kickoff meeting with DGR Engineering to establish the notice to proceed.

#### Market Price Update

A graph of recent natural gas and on-peak electricity prices was discussed.

#### Quarterly Wind and Solar Update

Information on the performance of the Agency's wind and solar resources, including capacity factor and costs relative to market energy prices and net margins, was reviewed.

### **Financial Report March 2025-Fondell:**

Ms. Fondell summarized Agency financial results through March as provided in the board book materials

#### Financing Refunding Opportunity

The 2015 bonds and the 2010 Build America Bonds are callable. SMMPA plans to refund the 2015 bond series in October 2025 assuming interest rates remain favorable. Additional analysis is needed to evaluate refunding the 2010 bonds since some series under current interest rates would create savings and other series would result in additional expense. Agency staff will work with Public Financial Management (PFM) and the underwriter on refunding strategies. PFM issued a request for proposal (RFP) for an underwriter on April 23, 2025. RFPs are due May 28, 2025. The underwriter selection and kick-off meeting will be completed in June 2025. The bond refunding will require approval by the board and members, planned for September 2025. Closing is expected in October 2025.

#### Pre-Payment Program Update

SMMPA will seek member volunteers and schedule a working session in June or July 2025 to update the prepayment program structure, subject to legal review by SMMPA Legal Counsel.

#### Capital Financing Policy Update

The Capital Financing Policy was reviewed and updated by the SMMPA Finance & Audit Committee and will be finalized soon.

#### Update SMMPA Bond Resolution

With the upcoming issuance of new bonds, there is an opportunity to amend or replace the dated SMMPA 1983 Bond Resolution. Work on this is planned for 2026.

**President's Report:**

Mr. Moulton reported:

- **SMMPA Staff Recognition:** SMMPA staff members recognized for their efforts were Jodie Long on the Pollinator Habitat Program; John O'Neil for providing communication on member services programs; and Dave Geschwind and the SMMPA Management Team for being awarded as one of the Best Places to Work in Southeast Minnesota.

**Executive Director & CEO's Report:**

Mr. Geschwind reported:

- **Retirement Recognition:** John O'Neil, SMMPA Manager of Energy Efficiency & Member Support Programs, will be retiring and his last day in the office is July 3, 2025. SMMPA has advertised the position and will be interviewing candidates.
- **Lower Sioux Indian Community:** The Lower Sioux Indian Community (LSIC), a tribal group that operates Jackpot Junction, Morton, MN, near Redwood Falls, MN, recently contacted SMMPA. LSIC is looking at forming their own utility and are currently buying electricity from Xcel Energy. They are contemplating buying the Xcel distribution assets that serve their tribal facility (Jackpot Junction) plus other offices/buildings at approximately 18 MW of load. LSIC are talking to potential partners about buying wholesale electricity. They want to build two solar projects and list energy sovereignty as one of their key objectives. LSIC is looking for an entity to take on the responsibility for serving the power supply needs above the current WAPA allocation, or for supplemental service arrangement where a power supplier provides the remaining load. LSIC is a tribal entity and not a city and may need a legislative change to partner with a municipality. LSIC plans to attend the June SMMPA Board meeting to discuss this topic further and learn more about SMMPA membership.

**Member Forum:**

None.

**Other Business:**

There was no other business.

**Adjourn:**

A motion to adjourn the meeting was made by Mr. Nibaur, seconded by Mr. Bakken, passed upon a unanimous vote of the board members present.

The meeting was adjourned at 12:19 p.m.

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Secretary