



UTILITIES COMMISSION MEETING AGENDA

City of New Prague

Monday, December 30, 2024 at 3:30 PM

Power Plant - 300 East Main St

-
1. **CALL TO ORDER**
 2. **APPROVAL OF AGENDA**
 3. **APPROVAL OF MINUTES**
 - [a.](#) November 25, 2024, Utilities Meeting Minutes
 4. **UTILITY AND SMMPA BILLS**
 - [a.](#) Approval of accounts payable in the amount of **\$118,240.38** and the SMMPA billing of **\$524,731.77**.
 5. **FINANCIAL REPORTS**
 - [a.](#) Investment Report
 - [b.](#) Financial Report
 - [c.](#) Water and Kilowatt Hours Sales
 6. **LEAGUE OF MINNESOTA CITIES INSURANCE TRUST LIABILITY COVERAGE**
 - [a.](#) Waiver Form
 7. **APPROVAL OF 2024 PROPOSED WRITE-OFFS**
 - [a.](#) 2024 Write-Offs
 8. **APPROVAL OF BID TO PROVIDE GENERATING EQUIPMENT**
 - [a.](#) Approval Documents
 9. **ENGINEERING SERVICES AMENDMENT #2 FOR WEST SIDE ENERGY STATION**
 - [a.](#) Approval Documents
 10. **RESOLUTIONS**
 - [a.](#) #24-12-30-01 Declaring Official Intent of City of NP to Reimburse Certain Expenditures
 11. **SMMPA BOARD OF DIRECTORS MEETING**
 - [a.](#) November 13, 2024
 - [b.](#) December 11, 2024 (Bruce)
 12. **GENERAL MANAGER'S REPORT**
 13. **OTHER BUSINESS**

14. ADJOURNMENT

NEXT COMMISSION MEETING – Monday, January 27, 2025



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 vender 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

Vendor Name	Net Invoice Amount
AMAZON CAPITAL SERVICES	
2025 CALENDAR	\$12.99
DESK CALENDAR	\$25.91
AMERICAN MAILING MACHINES	
POSTAGE SUPPLIES	\$319.77
BEVCOMM	
TELEPHONE	\$162.77
TELEPHONE/COMMUNICATIONS	\$59.95
CENTERPOINT ENERGY	
NATURAL GAS	\$29.08
COMPUTER TECHNOLOGY SOLUTIONS	
COMPUTER SUPPORT	\$1,912.40
OFFICE 365 / FIREWALL	\$475.56
DEM-CON COMPANIES LLC	
DISPOSAL OF REELS	\$82.88
DIVAL SAFETY EQUIPMENT INC	
WORK GLOVES	\$753.84
GREATAMERICA FINANCIAL SERVICES	
POSTAGE MACHINE LEASE	\$102.47
KORTERRA INC	
LINE LOCATES	\$1,000.00
LAKERS NEW PRAGUE SANITARY	
TRASH - ELECTRIC	\$68.86
TRASH - POWER PLANT	\$86.62
TRASH - WATER	\$68.86
TRASH-SMMPA PO 781	\$365.00
LIBERTY TIRE RECYCLING LLC	
DISPOSAL OF TIRES	\$221.40
METRO SALES INC	
COPIER LEASE	\$49.50
NEON LINK	
ONLINE PAYMENT FEES	\$567.29
NEW PRAGUE UTILITIES	
ELECTRIC UTILITIES	\$960.22
WATER UTILITIES	\$30.71
QUILL CORPORATION	
COPY PAPER	\$37.99
ROBERT HALF	
TEMP UTILITY BILLING EMPLOYEE	\$1,910.99
ROSS NESBIT AGENCIES INC.	
AGENCY FEE	\$745.20
SUEL PRINTING	
EMPLOYMENT AD	\$256.50
EMPLOYMENT ADS	\$741.00
US BANK CREDIT CARD	
BOSCH PARTS	\$76.75
BUILDING PERMITS - BEHIND BUS GARAGE	\$3.72
COMMISSION SUPPLIES	\$15.33
CRYSTEEL	\$21.23
EAST WATER TOWER	\$93.16
GASKETS	\$94.45
GLOVES & SLEEVE TESTING	\$60.97
OFFICE	\$10.72
OFFICE SUPPLIES	\$10.72
OIL SAMPLES	\$7.46
PARADE CANDY	\$273.84
SMMPA ANNUAL MEETING	\$13.21

Vendor Name	Net Invoice Amount
VACUUM	\$229.99
US BANK EQUIPMENT FINANCE	
COPIER LEASE	\$769.90
VERIZON WIRELESS	
IPADS	\$55.10
VETERAN SHREDDING	
CONTRACTED SERVICES	\$17.00
Grand Totals	\$12,801.31

Vendor / Description	Invoice Amount
1000 BULBS.COM	
REPLACEMENT LIGHT FIXTURES	\$.00
ACE HARDWARE	
SUPPLIES	\$175.35
AIRGAS USA LLC	
RESPIRATOR CARTRIDGE	\$47.07
AMARIL UNIFORM COMPANY	
FR CLOTHING - BOB BREZINA	\$530.87
FR CLOTHING - CURT	\$352.39
FR CLOTHING - GREG	\$495.60
FR CLOTHING - ZACH	\$688.76
AMAZON CAPITAL SERVICES	
DOOR LOCKS	\$9.89
DRIVEWAY MARKERS	\$30.00
OFFICE SUPPLIES	\$12.40
PENCIL LEAD	\$8.32
PLANNER	\$11.89
ARVIG ANSWERING SOLUTIONS	
ANSWERING SERVICE	\$120.25
BOB HRABE	
SAFETY BOOTS	\$60.00
BORDER STATES ELECTRIC SUPPLY	
FUSE	\$187.60
FUSE, 10AMP TIME DELAY FLM-10	\$295.51
WIRE, 4/0-2/0-4/0 AL URD 600V (SWEE	\$8,117.81
CORE & MAIN	
6 X 6 MJ ELBOW 45 DEGREE	\$256.99
EAST TOWER - BALL VALVE	\$163.13
GASKET, M.J. 6"	\$36.20
MEGA-LUG, 6" PVC (EPOXY)	\$120.94
RETURNED PART	\$261.18-
TRACER WIRE BOX, T2 BLUE	\$231.54
DGR ENGINEERING	
JOB #9 -FUTURE GENERATION	\$3,600.00
DUAL AIR INC	
FILTER 3 -HEATER	\$147.00
FASTENAL COMPANY	
EAST TOWER - BOLTS	\$330.20
FERGUSON ENTERPRISES LLC #1657	
SMMPA PO 781 - COOLING TOWER	\$140.00-
FERGUSON WATERWORKS	
6" ALPHA VALVE	\$1,442.03
GRAINGER	
LOTO TAGS	\$17.28
HACH COMPANY	
TESTING SUPPLIES	\$294.88
HAWKINS INC	
PURIFICATION	\$50.00
WATER PURIFICATION	\$7,213.63
HOSE USA INC	
EAST TOWER	\$4,776.05
INDELCO PLASTICS CORP	
FLANGE	\$113.20
INTERSTATE CHIROPRACTIC	
DRUG TESTING	\$25.00
KEYS WELL DRILLING COMPANY	
BOOSTER PUMP - FP1	\$7,505.00

Vendor / Description	Invoice Amount
KURITA AMERICA INC	
MEDIA TEST KIT	\$48.60
L&S ELECTRIC	
BOOSTER 1 VFD	\$4,830.00
LOCATORS & SUPPLIES INC	
5FT PEDESTAL MARKER	\$542.66
LUBE-TECH & PARTNERS LLC	
DELVAC 1640 OIL	\$1,198.63
MACH LUMBER COMPANY	
TIN - GARAGE	\$23.09
MCMASTER-CARR SUPPLY CO	
ADAPTER	\$39.62
EAST TOWER - FITTINGS	\$33.60
EAST TOWER - NIPPLE	\$32.29
METERING & TECHNOLOGY SOLUTIONS	
WATER METER, 3/4 HRE M35	\$2,520.84
MN DEPT OF COMMERCE	
2025 3RD QTR INDIRECT ASSMNT	\$1,452.80
MN RURAL WATER ASSOC.	
MRWA TRAINING - FRANK	\$150.00
POMP'S TIRE SERVICE INC	
TIRES - '18 F-150	\$615.57
POSTMASTER OF NEW PRAGUE	
UTILITY BILL POSTAGE	\$2,430.73
QUILL CORPORATION	
COPY PAPER	\$75.98
RECYCLE TECHNOLOGIES INC	
LIGHT BULB RECYCLING	\$480.08
RESCO	
SALCO SINGLE ARM - TENON ARM -RESCO	\$3,084.24
RIVER COUNTRY CO-OP	
DIESEL FUEL	\$857.07
DIESEL FUEL - ENGINES	\$18,952.58
MOTORS FUEL	\$1,355.34
ROTATING APPARATUS CO	
SMPA PO 801	\$27,674.00
SALTCO	
MONTHLY SALT	\$35.00
STUART C. IRBY CO.	
GLOVE & SLEEVE TESTING	\$1,568.36
ULINE	
BOLLARD SLEEVE	\$62.99
US BANK EQUIPMENT FINANCE	
COPIER LEASE	\$39.45
UTILITY CONSULTANTS	
WATER SAMPLES	\$92.96
VOYAGER FLEET	
FUEL	\$79.16
MOTORS FUEL	\$97.83
Grand Totals	\$105,439.07



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

Power Sales

Section 4, Item a.

#INV1558
11/30/2024

Bill To

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

Due Date: 12/26/2024

BILLING PERIOD	kWh	kW	DATE / TIME
Nov 2024	5,269,409	9,735	Nov 20, 2024 6:00:00 PM
SOLAR PRODUCTION	0	0	
TOTAL	5,269,409	9,735	
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
BASE RATE POWER SUPPLY				
Demand Charge (kW)	11,637	\$10.95	\$127,425.15	\$127,425.15
On Peak Energy Charge (kWh)	2,319,535	\$0.06431	\$149,169.30	\$149,169.30
Off Peak Energy Charge (kWh)	2,949,874	\$0.04808	\$141,829.94	\$141,829.94
Cost Adjustment (kWh)	5,359,459	\$0.011989	\$64,254.55	\$64,254.55
BASE RATE SUBTOTAL				\$482,678.94
TRANSMISSION				
Transmission Charge - CP (kW)	11,637	\$1.00	\$11,637.00	\$11,637.00
Transmission Charge - Ratchet (kW)	15,725	\$1.934234	\$30,415.83	\$30,415.83

OTHER CHARGES

Total \$524,731.77

NEW PRAGUE UTILITIES COMMISSION										
SMMPA										
11/30/2024										
		PURCHASED	ENERGY	2024				PURCHASED	ENERGY	2023
MONTH	KWH	POWER	COST ADJ	Price/KWH		MONTH	KWH	POWER	COST ADJ	Price/KWH
January	6,076,702	\$ 492,817.06	\$ (14,666.30)	\$ 0.08351		January	6,074,429	\$ 500,013.36		\$ 0.08231
February	5,236,987	\$ 458,820.82	\$ (1,385.49)	\$ 0.08788		February	5,418,152	\$ 470,218.94		\$ 0.08679
March	5,317,688	\$ 484,044.84	\$ 21,047.45	\$ 0.08707		March	5,727,100	\$ 501,121.24	\$ 12,245.02	\$ 0.08536
April	5,056,695	\$ 479,805.51	\$ 27,912.54	\$ 0.08937		April	5,245,499	\$ 477,287.37	\$ 18,251.67	\$ 0.08751
May	5,482,934	\$ 533,610.64	\$ 57,883.99	\$ 0.08676		May	5,710,038	\$ 496,161.90	\$ (7,480.08)	\$ 0.08820
June	6,281,542	\$ 528,546.50	\$ 8,257.30	\$ 0.08283		June	6,997,617	\$ 574,273.89	\$ (10,614.96)	\$ 0.08358
July	7,292,531	\$ 593,245.07	\$ (6,319.23)	\$ 0.08222		July	7,101,113	\$ 608,890.20	\$ 14,338.12	\$ 0.08373
August	6,961,253	\$ 639,976.21	\$ 31,831.90	\$ 0.08736		August	7,423,203	\$ 639,769.84	\$ 5,368.44	\$ 0.08546
September	6,407,296	\$ 546,056.39	\$ (4,141.95)	\$ 0.08587		September	6,153,035	\$ 543,660.78	\$ 20,673.62	\$ 0.08500
October	5,359,459	\$ 486,387.81	\$ 15,710.69	\$ 0.08782		October	5,407,912	\$ 428,039.47	\$ (52,140.82)	\$ 0.08879
November	5,269,409	\$ 524,731.77	\$ 64,254.55	\$ 0.08739		November	5,340,198	\$ 458,752.64	\$ (7,798.21)	\$ 0.08737
December						December	5,662,663	\$ 523,375.89	\$ 42,107.46	\$ 0.08499
Total	64,742,496	\$ 5,768,042.62	\$ 200,385.45	\$ 0.08600		Total	72,260,959	\$ 6,221,565.52	\$ 34,950.26	\$ 0.08561

NEW PRAGUE UTILITIES COMMISSION			
INVESTMENT SUMMARY			
10/31/2024			
First Bank and Trust			
Checking - Cash Balance			
Electric		\$	3,470,977.11
Water		\$	1,486,411.78
Subtotal		\$	4,957,388.89
Money Market		\$	2,073,363.11
Wells Fargo			
F.I.S.T. (Market Value per Wells Select report)		\$	3,308,091.00
Electric (74% of account)	\$ 2,447,987.34		
Water (26% of account)	\$ 860,103.66		
Total		\$	10,338,843.00
Invested			
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 November 15, 2024

December 26, 2024

Section 5, Item a.

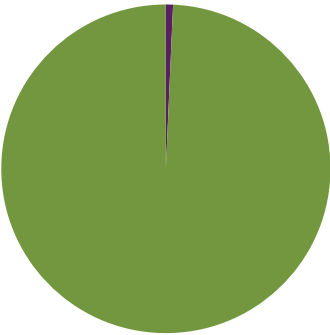
Trade Date Basis

NEW PRAGUE UTILITIES
COMMISSION- AGY

65866500

Investment Objective Is Fixed
Income

	MARKET VALUE	TOTAL COST	UNREALIZED G/L	EST ANNUAL INCOME	EST ANNUAL YIELD	ALLOCATION
Cash Alternatives	23,160	23,160	0	4,210	18.18	0.7
Fixed Income	3,284,931	3,446,537	(161,606)	102,880	3.13	99.3
Total Portfolio	\$3,308,091	\$3,469,697	\$(161,606)	\$107,090	3.24%	100.0%



NEW PRAGUE UTILITIES COMMISSION, MINNESOTA

STATEMENT OF REVENUES AND EXPENSES

BUDGET AND ACTUAL

WATER FUND (UNAUDITED)

October 31, 2024

WATER FUND						
83.33% of year completed						
	2023 Thru 10/31/2023	Current Month	Actual Thru 10/31/2024	2023/2024 Variance YTD	2024 Fiscal Budget	% Received or Expended Based on Actual Budget
REVENUES						
Unbilled Accounts Receivable	(18,053.56)	(41,228.13)	28,844.32	46,897.88	-	0.00%
Residential	\$ 1,085,474.90	\$ 139,486.45	\$ 1,073,760.53	\$ (11,714.37)	\$ 1,167,088.00	92.00%
Commercial	536,319.15	78,076.64	388,294.53	(148,024.62)	619,473.00	62.68%
Water Hook-up Fees	\$ 36,193.96	\$ 7,146.00	\$ 45,087.00	\$ 8,893.04	\$ 20,000.00	225.44%
Interest Income	9,359.21	4,166.06	32,437.19	23,077.98	15,000.00	216.25%
Other Income	\$ 34,932.28	\$ 5,572.51	\$ 31,869.44	\$ (3,062.84)	\$ 56,400.00	56.51%
TOTAL REVENUES	\$ 1,684,225.94	\$ 193,219.53	\$ 1,600,293.01	\$ (83,932.93)	\$ 1,877,961.00	85.21%
EXPENSES						
Power Used	112,942.96	10,078.01	92,133.32	(20,809.64)	117,500.00	78.41%
Purification	49,740.10	6,196.28	51,553.37	1,813.27	58,000.00	88.89%
Distribution	36,486.44	244.96	15,238.23	(21,248.21)	70,500.00	21.61%
Depreciation	359,221.36	42,789.66	431,504.13	72,282.77	431,460.00	100.01%
Debt & Other Interest	102,630.44	49.10	108,795.20	6,164.76	101,948.00	106.72%
Salary & Benefits	499,652.77	37,283.37	474,116.74	(25,536.03)	647,468.00	73.23%
Admin & General	\$ 120,110.46	\$ 13,136.62	\$ 174,783.01	\$ 54,672.55	\$ 163,028.00	107.21%
TOTAL EXPENSES	\$ 1,280,784.53	\$ 109,778.00	\$ 1,348,124.00	\$ 67,339.47	\$ 1,589,904.00	84.79%
EXCESS REVENUES OVER EXPENSES	\$ 403,441.41	\$ 83,441.53	\$ 252,169.01	\$ (151,272.40)	\$ 288,057.00	

CITY OF NEW PRAGUE, MINNESOTA
STATEMENT OF REVENUES AND EXPENSES
BUDGET AND ACTUAL
ELECTRIC FUND (UNAUDITED)
October 31, 2024

Section 5, Item b.

ELECTRIC FUND						
						83.33% of year completed
REVENUES	2023 Thru 10/31/2023	Current Month	Actual Thru 10/31/2024	2023/2024 Variance YTD	2024 Fiscal Budget	% Received or Expended Based on Actual Budget
Unbilled Accounts Receivable	\$ (251,014.13)	\$ (50,517.24)	\$ (21,242.46)	\$ 229,771.67	\$ -	0.00%
Residential Revenue	\$ 3,629,113.57	\$ 359,164.14	\$ 3,557,639.59	\$ (71,473.98)	\$ 4,230,849.00	84.09%
Commercial	\$ 536,537.20	\$ 56,266.04	\$ 556,366.16	\$ 19,828.96	\$ 606,240.00	91.77%
Small Industrial	\$ 1,559,032.43	\$ 155,179.00	\$ 1,583,167.84	\$ 24,135.41	\$ 1,837,352.00	86.17%
Industrial	\$ 2,031,314.44	\$ 222,556.60	\$ 2,075,676.09	\$ 44,361.65	\$ 2,374,761.00	87.41%
Streetlights	\$ 51,870.66	\$ 4,214.38	\$ 44,801.92	\$ (7,068.74)	\$ 58,529.00	76.55%
Other Departments	\$ 124,717.71	\$ 11,268.37	\$ 107,977.79	\$ (16,739.92)	\$ 162,901.00	66.28%
SMMPA LOR Reimbursement	\$ 177,634.15	\$ 17,922.41	\$ 173,202.37	\$ (4,431.78)	\$ 180,000.00	96.22%
SMMPA O&M Revenue	\$ 573,416.71	\$ 42,126.10	\$ 771,639.33	\$ 198,222.62	\$ 654,740.00	117.85%
Reimbursement - SMMPA Rebates	\$ 26,853.59	\$ 1,280.13	\$ 8,929.54	\$ (17,924.05)	\$ -	0.00%
Interest Income	\$ 34,860.57	\$ 1,828.41	\$ 51,388.81	\$ 16,528.24	\$ 25,000.00	205.56%
Other Income	\$ 165,138.03	\$ 48,017.73	\$ 322,009.45	\$ 156,871.42	\$ 343,700.00	93.69%
TOTAL REVENUES	\$ 8,659,474.93	\$ 869,306.07	\$ 9,231,556.43	\$ 572,081.50	\$ 10,474,072.00	88.14%
EXPENSES						
Production	\$ 20,161.25	\$ 532.09	\$ 12,084.66	\$ (8,076.59)	\$ 26,000.00	46.48%
Purchased Power	\$ 5,239,436.99	\$ 486,387.81	\$ 5,243,310.85	\$ 3,873.86	\$ 6,401,508.00	81.91%
SMMPA O&M Expenses	\$ 235,215.82	\$ 4,110.62	\$ 394,600.57	\$ 159,384.75	\$ 486,740.00	81.07%
Distribution/Transmission	\$ 65,061.52	\$ 12,508.52	\$ 51,930.80	\$ (13,130.72)	\$ 114,000.00	45.55%
Energy Conservation - Rebates	\$ 32,587.36	\$ -	\$ 12,256.69	\$ (20,330.67)	\$ 12,500.00	98.05%
Depreciation	\$ 574,273.07	\$ 62,020.72	\$ 626,684.77	\$ 52,411.70	\$ 680,160.00	92.14%
Salary & Benefits	\$ 1,019,690.10	\$ 100,181.20	\$ 1,108,334.28	\$ 88,644.18	\$ 1,697,681.00	65.29%
MVEC LOR Payment	\$ 355,268.27	\$ 35,844.81	\$ 346,404.70	\$ (8,863.57)	\$ 357,793.00	96.82%
Admin & General	\$ 207,440.87	\$ 24,651.47	\$ 270,767.55	\$ 63,326.68	\$ 260,278.00	104.03%
Payment in Lieu of Taxes	\$ 33,333.34	\$ 3,333.33	\$ 33,333.30	\$ (0.04)	\$ 40,000.00	83.33%
TOTAL EXPENSES	\$ 7,782,468.59	\$ 729,570.57	\$ 8,099,708.17	\$ 317,239.58	\$ 10,076,660.00	80.38%
EXCESS REVENUES OVER EXPENSES	\$ 877,006.34	\$ 139,735.50	\$ 1,131,848.26	\$ 254,841.92	\$ 397,412.00	

Note: "Other Income" includes metal recycling

NEW PRAGUE UTILITIES COMMISSON					
ELECTRIC SALES KWH					
		ACCUM			ACCUM
MONTH	2024	2024	MONTH	2023	2023
JAN	5,508,723	5,508,723	JAN	7,167,597	7,167,597
FEB	5,637,288	11,146,011	FEB	5,749,576	12,917,173
MAR	5,184,765	16,330,776	MAR	5,309,337	18,226,510
APR	5,128,582	21,459,358	APR	5,593,759	23,820,269
MAY	4,697,436	26,156,794	MAY	4,902,810	28,723,079
JUNE	5,321,360	31,478,154	JUNE	5,925,918	34,648,997
JULY	6,088,366	37,566,520	JULY	6,929,204	41,578,201
AUG	7,394,647	44,961,167	AUG	6,782,693	48,360,894
SEPT	6,608,966	51,570,133	SEPT	6,923,879	55,284,773
OCT	6,050,221	57,620,354	OCT	5,971,226	61,255,999
NOV	5,095,903	62,716,257	NOV	4,829,240	66,085,239
DEC			DEC	5,387,440	71,472,679
TOTAL	62,716,257		TOTAL	71,472,679	

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

AGENDA ITEM: 5C									
NEW PRAGUE UTILITIES COMMISSION									
WATER PUMPED-SOLD-USED									
2024									
YR/MO	2024	2024 YTD	2023	2023 YTD	YR/MO	2024	2024 YTD	2023	2023 YTD
JANUARY	12/8/23-1/8/2024		12/2/22-1/10/2023		JULY	6/7/2024-7/8/2024		6/9/2023-7/11/2023	
GAL PUMPED	18,004	18,004	17,529	17,529	GAL PUMPED	19,050	129,082	44,904	160,021
GAL SOLD	15,411	15,411	14,793	14,793	GAL SOLD	16,581	108,730	41,150	142,482
GAL USED	280	280	337	337	GAL USED	456	2,490	981	3,391
GAL(LOSS)/GAIN	(2,313)	(2,313)	(2,399)	(2,399)	GAL(LOSS)/GAIN	(2,013)	(17,862)	(2,773)	(14,148)
PERCENTAGE	12.8%	12.8%	13.7%	13.7%	PERCENTAGE	10.6%	13.8%	6.2%	8.8%
FEBRUARY	1/8/2024-2/7/2024		1/10/2023-2/8/2023		AUGUST	7/8/2024-8/7/2024		7/11/2023-8/9/2023	
GAL PUMPED	17,511	35,515	17,060	34,589	GAL PUMPED	25,675	154,757	38,624	198,645
GAL SOLD	14,979	30,390	15,323	30,116	GAL SOLD	22,609	131,339	35,725	178,207
GAL USED	343	623	325	662	GAL USED	757	3,247	579	3,970
GAL(LOSS)/GAIN	(2,189)	(4,502)	(1,412)	(3,811)	GAL(LOSS)/GAIN	(2,309)	(20,171)	(2,320)	(16,468)
PERCENTAGE	12.5%	12.7%	8.3%	11.0%	PERCENTAGE	9.0%	13.0%	6.0%	8.3%
MARCH	2/7/2024-3/8/2024		2/8/2023-3/9/2023		SEPTEMBER	8/7/2024-9/9/2024		8/9/2023-9/8/2023	
GAL PUMPED	16,824	52,339	15,950	50,539	GAL PUMPED	27,535	182,292	37,180	235,825
GAL SOLD	14,823	45,213	14,555	44,671	GAL SOLD	23,306	154,645	34,643	212,850
GAL USED	330	953	368	1,030	GAL USED	785	4,032	601	4,571
GAL(LOSS)/GAIN	(1,671)	(6,173)	(1,027)	(4,838)	GAL(LOSS)/GAIN	(3,444)	(23,615)	(1,936)	(18,404)
PERCENTAGE	9.9%	11.8%	6.4%	9.6%	PERCENTAGE	12.5%	13.0%	5.2%	7.8%
APRIL	3/8/2024-4/8/2024		3/9/2023-4/8/2023		OCTOBER	9/9/2024-10/8/2024		9/8/2023-10/10/2023	
GAL PUMPED	17,280	69,619	17,103	67,642	GAL PUMPED	31,996	214,288	30,086	265,911
GAL SOLD	15,301	60,514	15,509	60,180	GAL SOLD	30,099	184,744	27,240	240,090
GAL USED	311	1,264	311	1,341	GAL USED	1308	5,340	452	5,023
GAL(LOSS)/GAIN	(1,668)	(7,841)	(1,283)	(6,121)	GAL(LOSS)/GAIN	(589)	(24,204)	(2,394)	(20,798)
PERCENTAGE	9.7%	11.3%	7.5%	9.0%	PERCENTAGE	1.8%	11.3%	8.0%	7.8%
MAY	4/8/2024-5/8/2024		4/8/2023-5/10/2023		NOVEMBER	10/8/2024-11/7/2024		10/10/2023-11/8/2023	
GAL PUMPED	19,862	89,481	18,946	86,588	GAL PUMPED	23,486	237,774	17,838	283,749
GAL SOLD	14,611	75,125	14,860	75,040	GAL SOLD	21,756	206,500	14,855	254,945
GAL USED	318	1,582	373	1,714	GAL USED	552	5,892	330	5,353
GAL(LOSS)/GAIN	(4,933)	(12,774)	(3,713)	(9,834)	GAL(LOSS)/GAIN	(1,178)	(25,382)	(2,653)	(23,451)
PERCENTAGE	24.8%	14.3%	19.6%	11.4%	PERCENTAGE	5.0%	10.7%	14.9%	8.3%
JUNE	5/8/2024-6/7/2024		5/10/2023-6/9/2023		DECEMBER	11/7/2024 - 12/8/2024		11/8/2023 - 12/8/2023	
GAL PUMPED	20,551	110,032	28,529	115,117	GAL PUMPED		237,774	17,948	301,697
GAL SOLD	17,024	92,149	26,292	101,332	GAL SOLD		206,500	15,465	270,410
GAL USED	452	2,034	696	2,410	GAL USED		5,892	331	5,684
GAL(LOSS)/GAIN	(3,075)	(15,849)	(1,541)	(11,375)	GAL(LOSS)/GAIN	0	(25,382)	(2,152)	(25,603)
PERCENTAGE	15.0%	14.4%	5.4%	9.9%	PERCENTAGE	#DIV/0!	10.7%	12.0%	8.5%



LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage.
Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: New Prague Utilities

Check one:

☒ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

☐ The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: 12/30/2024

Signature: _____

Position: _____

**NEW PRAGUE UTILITIES COMMISSION
2024 WRITE-OFF'S**

ACCOUNT	ACCT TYPE	ELECTRIC	WATER	TOTAL	NOTES
01-000050-14	Renter	\$122.92		\$122.92	
01-000190-20	Owner	\$19.60	\$13.82	\$33.42	(1)
01-001920-14	Renter	\$134.31		\$134.31	
02-001130-04	Renter	\$174.30		\$174.30	
02-001760-02	Renter	\$18.92		\$18.92	
02-001800-04	Renter	\$70.57		\$70.57	
03-001340-15	Renter	\$149.39		\$149.39	
04-000350-17	Renter	\$132.32		\$132.32	
04-001640-11	Renter	\$176.72		\$176.72	
05-000053-04	Renter	\$128.31		\$128.31	
05-000960-13	Renter	\$23.23		\$23.23	
05-002510-16	Renter	\$156.27		\$156.27	
05-002920-13	Renter	\$50.90		\$50.90	
05-003390-04	Renter	\$57.66		\$57.66	
06-001410-07	Renter	\$28.17		\$28.17	
07-000860-02	Renter	\$198.18		\$198.18	
08-100507-04	Renter	\$47.51		\$47.51	
10-000210-02	Renter	\$90.99		\$90.99	
10-000810-19	Renter	\$248.46		\$248.46	
10-000890-29	Renter	\$19.09		\$19.09	
10-000950-25	Renter	\$34.58		\$34.58	
10-001110-18	Renter	\$24.54		\$24.54	
10-001620-18	Renter	\$6.86		\$6.86	
08-005520-03	Commercial	\$15,979.63	\$2,076.49	\$18,056.12	(2)
11-000870-04	Renter	\$10.63		\$10.63	
11-002050-05	Owner	\$118.89	\$37.79	\$156.68	(1)
		\$18,222.95	\$2,128.10	\$20,351.05	

(1) New owner purchased the home, unable to assess balance from former owners to new owners

(2) Smoke & Fire

CITY OF NEW PRAGUE / NEW PRAGUE UTILITIES

2024 WRITE-OFF'S

ACCOUNT	ACCT TYPE	SANITARY	STORM	TRASH	YD WST	TOTAL	NOTES
01-000190-20	Owner	\$10.44	\$4.33		\$0.31	\$15.08	(1)
08-005520-03	Commercial	\$1,939.86	\$559.49			\$2,499.35	(2)
11-002050-05	Owner	\$45.41	\$4.75	\$4.77		\$54.93	(1)
		\$1,995.71	\$568.57	\$4.77	\$0.31	\$2,569.36	

- (1) New owner purchased the home, unable to assess balance from former owners to new owners
- (2) Smoke & Fire, unable to assess balance from former owner to new owners



New Prague Utilities Commission

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 • FAX (952) 758-1149

Bruce Reimers
General Manager

MEMORANDUM

TO: New Prague Utilities Commission

FROM: Bruce Reimers, Utilities General Manager

DATE: December 20, 2024

SUBJECT: **Approval of Diesel Generation Equipment and related support equipment.**

Over the past several months NPUC staff have been working with DGR Engineering to develop bid specifications for (4) 3100KW generators and related support equipment. At the September Commission meeting the Commission approved bidding documents and specifications provided by DGR engineering and authorized a request for public bids to be received by October 24, 2024.

Only one bid was received from Ziegler Cat in the amount of \$9,841,243 including the base engine and support equipment, along with optional items to include a five-year extended warranty, generator bearing temperature monitoring and ethylene glycol coolant.

Recommendation:

Approve the bid from Ziegler Cat and authorize the General Manager and Board President to sign contracts after final review by the City of New Prague legal counsel and DGR engineering.

October 25, 2024 (DELIVERED VIA E-MAIL)

Bruce Reimers
General Manager
New Prague Utilities Commission
118 Central Ave N
New Prague, MN 56071



**Re: Letter of Recommendation
Furnishing Diesel Generating Equipment
DGR Project No. 417209**

Dear Bruce:

On October 24, 2024, bids were received for Furnishing Diesel Generating Equipment to New Prague Utilities Commission. A bid tabulation and summary form are included with this letter.

The bid item for consideration includes four new diesel-fired generators suitable for installation with a remote radiator. For this scope of supply, the Utility received one bid from Ziegler Inc. for a base bid price of \$9,651,043.00. Optional pricing was offered for an extended warranty, exhaust silencer, generator stator and bearing temperature measurement, and ethylene glycol (engine coolant).

DGR Engineering has completed our review of the bid from Ziegler. The Ziegler offer includes Caterpillar C175-16 Tier 4 final generators, which have been manufactured since 2009. The pricing received is in alignment with recent bid openings for other area utilities. The proposed "URGE" or "GVTC" output rating of each generator is 2,800 kW and Ziegler specified a current delivery schedule of Quarter 4, 2027.

Ziegler's bid included proposed modifications to the contract language. Primary changes were related to the application of liquidated damages, should they be unable to meet the project schedule, the addition of language related to the limitation of liability and insurance, and the inclusion of an alternate payment schedule. DGR recommends that New Prague Utilities Commission engage your legal counsel for assistance in the development of terms that are mutually agreeable to both parties.

We are familiar with Caterpillar gensets and know of no reason why Ziegler would not perform well on this project. DGR has had the opportunity to install several of these units in Minnesota and Iowa. Ziegler has an extensive service network, and we understand that the Utility's previous experience with them has also been positive.

With the above in mind, we recommend that the New Prague Utilities Commission consider an award to Ziegler Power Systems for the Base Bid. Further, we suggest that the Commission consider awarding the extended warranty and generator stator and bearing temperature

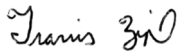
measurement as part of the award. The total contract is estimated to be \$9,757,243.00.

The Engineer would like to notify the Commission of the future cost associated with the filling of coolant in each of the generators. Ziegler offered "per gallon" pricing in their bid, and this price will be honored at the time of installation in 2027/2028. Since the final location of the radiators and pipe routing has not been set, the system volume cannot be determined. We do estimate the facility will require approximately 4,000 gallons of coolant, resulting in a potential cost (add) of \$84,000.00, payable at the project commissioning / closeout. Please consider as an adder to the total contract amount specified above.

Please review the above and pass our recommendations to the Commission. Feel free to contact us with any questions you or the Commission may have. Thank you for the opportunity to offer this letter for your consideration.

Best Regards,

DGR Engineering



Travis Zipf, P.E.

Enclosures
TLZ:ste

Date: October 23, 2024



Proposal No. EPG2024MWR428

8050 County Road 101 East
Shakopee, MN 55379
952.887-4599

To: New Prague Utilities Commission
118 Central Avenue N
New Prague, MN 56071

Re: Furnishing Diesel Generating Equipment
New Prague Utilities Commission
New Prague, MN 56071

Attn: Bruce Reimers – General Manager

DGR Project No. 417209

WE PROPOSE TO FURNISH IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS, TERMS AND CONDITIONS

QUANTITY: Four (4) New CATERPILLAR Diesel Generator sets, Indoor Packages
MODEL: C175-16 TA, EPA Tier 4 Final
RATING: 3100 kW Standby, 2825 kW Prime Rating Power
VOLTAGE: 12,470 volt, 3 phase, 4 wire, 60 HZ, 1800 RPM
EMMISSIONS: Tier 4 After treatment system including SCR, dosing cabinet
COOLING: Remote radiators
WARRANTY: Two (2) Year Caterpillar Warranty

TOTAL PRICE: See bid form*

- * Please refer to the attached Bill of Material.
- * Price does not include state or local sales and/or use tax.
- * Delivery Jobsite on owner supplied pad - included in final billing

APPROXIMATE SHIPPING DATE: See Bid Form

F.O.B: Ziegler

TERMS: 70% upon shipment from Factory, 20% at delivery and 10% after final completion

THIS PROPOSAL SUBJECT TO ALL PROVISIONS OF THE CONTRACT AND WARRANTY ON REVERSE SIDE

ACCEPTED:

Respectfully submitted,
ZIEGLER INC.

By

Mark Reuter, Sales Engineer

By

Subject to approval by

APPROVED:

ZIEGLER INC.

Its

By

PACKAGED GENERATOR SET

Caterpillar heavy-duty diesel
CAT Model C175-16
Direct injected, turbocharged-air to air after cooled
V16 cylinder configurations
EPA Tier 4 Final Certified

AIR INLET SYSTEM

Air cleaner, regular duty, with service indicators
After-cooler core, copper nickel construction
Turbochargers, single stage

CONTROLS AND INSTRUMENTATION, EMCP 4.3

Enclosure interior mounted control panel
Emergency stop pushbutton.
EMCP 4.3 controller including:
24-volt DC operation.
Environmental sealed front face.
Text alarm/event descriptions.
Warning/shutdown with common LED indication.
Of shutdowns with indicating lights for:
Low oil pressure.
High coolant temperature.
Overspeed.
Emergency stop.
Failure to start (overcrank).
Low coolant level
Generator mounted - rear facing.
Controls:
Speed adjust.
Auto/start/stop control.
Engine cool-down timer.
Engine cycle crank.
Alarm acknowledge.
Lamp test.
True RMS AC metering, 3-phase, +/-0.25% accuracy.
Digital indication for:
RPM
DC volts
Operating hours
Oil pressure (psi, kPa or bar)
Coolant temperature
Volts (L-L & L-N), frequency (Hz)
Amps (per phase & average)
- 12 programmable digital inputs.
- 16 programmable digital outputs.
- 3 programmable analog inputs.
- 3 programmable analog outputs.
- 2 programmable PWM outputs

CONTROLS AND INSTRUMENTATION EMCP 4.3, cont.

Power metering
Protective relaying
Enhanced engine monitoring
Modbus Communications

COOLING SYSTEM

Low noise remote radiator, designed for 75dba @ 7 meters
Fan, blower type, fan guards
Drive type: belt
Motor speed: 1800 rpm
VFD panel for motors
Estimated Dimensions: 29'L x 11'W x 14'H, 26,000lbs.
Ladder and maintenance platform
Surge tank with sight glass and level switches
Vibration switch, one per motor
Core guard
VFD control panel for remote radiator fan motors
Thermostats and housing
Jacket water pump, gear driven, centrifugal
Jacket water heater
 One (1) 9 kW heater
 480 volt, 1 phase
 High-pressure hose with isolation valves

EXHAUST SYSTEM

Insulated CEM (Clean Emissions Module)
CEM Dosing Module
CEM Dosing Module features:
 Air Filter
 DEF filter
 120VAC
 Freeze Protection
 DEF Line Purge
 External Relay
 Harness from Dosing Module to CEM
 Air and heated DEF lines from Dosing Module to CEM
Dry exhaust manifold
Exhaust piping from turbo outlet to CEM inlet included and provided by Caterpillar
Flanged faced inlets at CEM inlet (16") and single outlet (20")
Exhaust CEM support stand
304 S/S dosing lines
Piping, insulation and heat tracing between DEF tank and dosing cabinet
Option: 22" Hospital grade Exhaust silencer, side in end out.
 Stand-offs for cladding
 Top Flange Gussets for stack support

FLYWHEEL AND FLYWHEEL HOUSING

Flywheel, SAE No. 00
Flywheel housing, SAE No. 00
SAE standard rotation

FUEL SYSTEM

Primary fuel/water separator
Secondary fuel filters
Fuel priming pump
Fuel transfer pump
Fuel check valve on supply line
Fuel consumption reading available in generator control panel
Fuel lines, flexible and braided high pressure
Fuel cooler, remote for installation by others
One (1) Fuel day tank
 Day tank controller
 600 gallon capacity
 Rupture basin 150% capacity
 Fuel in basin switch
 4" emergency and 2" normal vents

GENERATOR AND GENERATOR ATTACHMENTS

Form wound, 3042 frame, 12,470 volt
3 phase brushless, salient pole, 4 lead.
Permanent Magnet excitation
Anti-condensation space heater
Class H insulation, 105 deg C rise at 40C ambient
Right side extension terminal box, bus bar connections, top
 mounted, bottom cable entry
Caterpillar Voltage Regulator (CDVR)
 CDVR includes reactive droop capability, 3-phase voltage sensing,
 KVAR/PF modes, RFI suppression, min/max exciter
VAR/P.F control and sharing needs to be part of the control scheme (BY OTHERS).
Differential CT installed in generator junction box, CT supplied by others.

GOVERNING SYSTEM

CAT Electronic Governor (ADEM A4)

LUBE SYSTEM

Lubricating oil (CJ-4)
Gear type lube oil pump
Integral lube oil cooler
Oil filter, filler and dipstick
Oil drain lines and valve
Pre lube oil system, factory installed
Caterpillar Closed Crankcase Ventilation (CCV)

MOUNTING SYSTEM

Rail base, engine-generator-radiator length
Linear vibration isolators between base frame and engine generator

PROTECTION SYSTEM

Safety shutoff protection, energized to shut off

STARTING SYSTEM

Starter motors, dual 24 VDC
Alternator, 24 volt, 45 amp
Batteries, lead acid, (6) 8D
Battery rack, corrosion resistant
Battery cables
Battery charger, float/equalize type, 35 ampere
DC ammeter, voltmeter
Float and equalize potentiometers
Alarm contacts wired to EMCP 4.3, Charger Failure, and Low/Hi DC Volts

GENERAL

Submittal drawings
Technical data, engine, generator, radiator, switchgear, ancillary equipment
Drawings, schematics, wiring diagrams
Testing
Prototype testing
Production, factory testing
Start up and field-testing
Factory Testing, Test Reports
Two (2) year warranty standard, optional Caterpillar five (5) year available
Deliver to jobsite on truck, crane and rigging on customer supplied pad
Operation and Maintenance manuals
Personnel training
24-hour parts and emergency service
Spare parts per specification

NOTES/COMMENTS/CLARIFICATIONS

Ziegler limits the scope of supply for this quotation to the equipment and services listed. It is assumed that equipment not listed is to be provided by others.
Ziegler cannot provide air emission permits for customers.
Ziegler will provide emission information on the Caterpillar engine to aid in the permitting process.
Orders are subject to re-stocking charges if cancelled after release for production.
Coordination study and protective relay settings by others.
DEF fluid provided by others.
Installation and terminations are by others.
Engine generator enclosure package rigging is included in our pricing.
Warranty is 2-years on all equipment provided, Extended 5 year warranty is for the engine and generator set only.
On 10/9/24 Ziegler submitted to DGR an electronic copy of our mark-ups regarding the Bidding Documents prior to bid date for engineer and owner review. Additional copies submitted with bid.

OPTIONS

Provide Caterpillar standard IVR voltage regulator in lieu of Caterpillar specified CDVR

DEDUCT: \$7,500.00/engine

LIMITATIONS OF LIABILITY AND PATENT LANGUAGE

IN NO EVENT WILL SELLER BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, EXEMPLARY, ENCHANCED, INDIRECT, OR PUNITIVE DAMAGES, LOST PROFITS OR REVENUES, OR DIMINUTION OF VALUE, ARISING OUT OF OR RELATING TO THIS AGREEMENT OR PRODUCTS OR SERVICES, REGARDLESS OF: (A) WHETHER THE DAMAGES WERE FORESEEABLE; (B) WHETHER OR NOT SELLER WAS ADVISED OF THE POSSIBILITY OF DAMAGES; OR (C) THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT, OR OTHERWISE) ON WHICH THE CLAIM IS BASED. IN NO EVENT SHALL SELLER'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT OR PRODUCTS OR SERVICES, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT, OR OTHERWISE, EXCEED \$500,000 OR THE TOTAL OF THE AMOUNTS PAID TO SELLER UNDER THIS AGREEMENT, WHICHEVER IS LESS. THE FOREGOING LIMITATIONS APPLY EVEN IF PURCHASER'S REMEDIES UNDER THIS AGREEMENT FAIL THEIR ESSENTIAL PURPOSE.

All intellectual property rights in the Products, including patents, trademarks, internet domain names, works of authorship, expressions, designs, and design registrations, whether are not copyrightable, trade secrets, and all other intellectual property rights related to or associated with Products (collectively, "Intellectual Property") are the sole and exclusive property of manufacturer. Purchaser will not acquire any ownership interest in any Intellectual Property under this Agreement. If Purchaser acquires any Intellectual Property rights in or relating to any Products by operation of law or otherwise, these rights are deemed and are hereby irrevocably assigned to manufacturer or its licensors, as the case may be, without further action by either party.

EXCEPTIONS

Ziegler Power Systems has taken exception to portions of the bid documents and has forward to DGR Engineering on 10/9/2024. Additional copies included with our bid package.

End of proposal.

BID FORM
(ADDENDUM NO. 1 VERSION)

FURNISHING DIESEL GENERATING EQUIPMENT

TO: New Prague Utilities Commission
Attn: Bruce Reimers, General Manager
118 Central Avenue N
New Prague, MN 56071

FROM: Bidder's Name Ziegler Inc.

Address 901 W 94th Street

Bloomington, MN 55420

Pursuant to and in compliance with the Advertisement for Bids and the Instructions to Bidders relating thereto, the terms of which are incorporated herein by reference thereto, the undersigned as bidder offers and agrees, if this offer is accepted, to furnish and deliver the equipment and materials in strict conformance with the Specifications forming a part of these contract documents and in accordance with following addenda for the sum indicated on the following bid schedule.

<u>Addendum Number</u>	<u>Addendum Date</u>
<u>1</u>	<u>10/11/2024</u>
<u> </u>	<u> </u>

1. The prices set forth herein do not include any sums which are or may be payable by the seller on account of taxes imposed by the State of Minnesota upon the sale, purchase or use of the equipment. If any such tax is applicable to the sale, purchase or use of the equipment, the amount thereof shall be paid by the purchaser.
2. The prices included herein are firm without regard for time of delivery, increase in cost from manufacturer, or any other factor.
3. The price of the equipment set forth herein shall include the cost of delivery to the job site in New Prague, Minnesota and off-loading and placement as detailed in the specifications.
4. Title to the equipment shall pass to the Owner upon completion of the contract and acceptance by the Owner.
5. This bid is void unless a materials contract based on this proposal is entered into by the Owner and the Supplier within 30 days after the date hereof.
6. The undersigned being familiar with all the details, conditions, and requirements hereby proposes to furnish the following material to the New Prague Utilities Commission in strict conformance with the specifications and Bidding Documents, to-wit:

DUPLICATE THIS FORM AS NECESSARY – MULTIPLE BIDS ARE ALLOWED

Item No.	Qty	Description	Unit Price	Extended Price
BASE BID ITEM NO. 1 - ITEMS:				
1A	4	New generator set, suitable for a remote mounted radiator , including local control panel and accessories as specified	\$ 2,179,530.00	\$ 8,718,120.00
1B	4	Remote-mounted radiator and surge tank	\$ 210,890.00	\$ 843,560.00
1C	1	New fuel oil day tank	\$ 18,163.00	\$ 18,163.00
1D	4	New set of starting batteries and cabling	\$ 7,000.00	\$ 28,000.00
1E	4	New battery charger	\$ 6,300.00	\$ 25,200.00
1F	4	Spare materials	\$ 4,500.00	\$ 18,000.00
TOTAL – ITEM NO. 1:			\$ 9,651,043.00	

REQUIRED OPTIONAL BID ITEMS:				
	4	Extended warranty period of 5 years for one (1) genset	\$ 25,000.00	\$ 100,000.00
	4	New hospital grade exhaust silencer	\$ 52,320.00	\$ 209,280.00
	4	Generator stator and bearing temperature measurement and display	\$ 1,550.00	\$ 6,200.00
	1	Solution of extended life ethylene glycol and high-quality water	\$31.00 x 4,000 est.	\$ 84,000 /gal

OPTIONAL BID ITEM:				
	4	Alternate remote radiator selection	\$ 3,000.00 Add / <u>Deduct</u> [Circle one]	\$ 12,000.00 Add / <u>Deduct</u> [Circle one]

Bid total with options \$9,841,243

REQUIRED INFORMATION:	
Guaranteed GVTC test output of the genset	<u>2800</u> kW
Guaranteed delivery date	Q4, 2027
Genset manufacturer, make, model	Caterpillar C175-16 T4 Final

* Guaranteed minimum subject to purchase price adjustment penalty after installation of new generator (see Specifications).

*** END OF BID FORM FOR BASE BID NO. 1 ***

Documentation Attached Checklist (Required to include - see General Requirements section):

(3) References Minimum X Emissions and Performance Data X
Maintenance Contract Proposal X Equipment Descriptions X
Maintenance Schedule X

Bid Security Enclosed X


Dated this 24th day of October, 2024.

Bidder Ziegler Inc

Address 901 W 94th Street

Bloomington, MN. 55420

Authorized Officer Jesse Keene

Signature 

Telephone No. 952-233-4312

E-mail jesse.keene@zieglercat.com



New Prague Utilities Commission

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 • FAX (952) 758-1149

Bruce Reimers
General Manager

MEMORANDUM

TO: New Prague Utilities Commission

FROM: Bruce Reimers, Utilities General Manager,

DATE: December 20, 2024

SUBJECT: **Approval of Engineering Services For Diesel Generation Task Order**

Over the past several months NPUC staff have been working with DGR Engineering to develop bid specifications for (4) 3100KW generators and related support equipment. DGR has provided an amendment to the task order for engineering services to include engineering cost that will include all required design, bidding, construction and post-construction engineering services for the project.

Recommendation:

Approved Amendment #2 to task order #3 for engineering services for the West Side Energy Station

AMENDMENT # 2

AGREEMENT: Master Task Order Agreement between DGR Engineering and New Prague Utilities Commission, New Prague, Minnesota dated March 5, 2015.

AMENDMENT TO TASK ORDER NO. 3

ORIGINAL TASK ORDER DATE: January 29, 2024

TASK ORDER PROJECT NAME: Generation Addition

AMENDMENT ITEMS: This amendment adds regulatory, design, bidding, construction, and post-construction engineering services for the project.

<u>Segment</u>	<u>Fee Type</u>	<u>Proposed Fee</u>
Study Phase	Hourly, Not to Exceed	\$22,000*
	Total, Hourly (N.T.E.)	\$22,000
Engine Contract Procurement Development	Lump Sum	\$43,500*
Engine Contract Bidding Services	Lump Sum	12,000*
Switchgear Procurement Development	Lump Sum	114,000
Switchgear Contract Bidding Services	Lump Sum	15,000
Final Design Phase	Lump Sum	950,500
Construction Bidding Phase	Lump Sum	30,000
Arc Flash Study	Lump Sum	22,000
	Total, Lump Sum	\$1,187,000
Preliminary Design	Hourly, Estimate	\$15,000
Regulatory/Permitting	Hourly, Estimate	22,000
Coordination with Third Parties	Hourly, Estimate	35,000
Engine Contract Administration Phase	Hourly, Estimate	45,000
Switchgear Contract Administration Phase	Hourly, Estimate	45,000
Construction Phase	Hourly, Estimate	363,000
Testing, Start-up and Final Phase	Hourly, Estimate	118,000
Arc Flash Model Updates	Hourly, Estimate	12,000
SPCC Plan Development	Hourly, Estimate	8,000
	Total, Hourly (Est)	\$ 663,000
	Total:	\$ 1,872,000

*Previously authorized fee.

New Prague Utilities Commission
(Client)

By: _____

Title: _____
(Authorized signature and Title)

Address: 118 Central Avenue North

City: New Prague, MN 56071

Date: _____

DeWild Grant Reckert and Associates Company
d/b/a DGR Engineering
(Consultant)

By: _____

Title: _____
(Authorized signature and Title)

Address: 1302 South Union Street

City: Rock Rapids, IA 51246

Date: _____



New Prague Utilities Commission

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Bruce Reimers
General Manager

MEMORANDUM

TO: New Prague Utilities Commission

FROM: Bruce Reimers, Utilities General Manager

DATE: December 20, 2024

SUBJECT: Declaring the Official Intent of City of NEW PRAGUE to Reimburse Certain Expenditures from the Proceeds of Tax-Exempt Bonds or other Obligations and Establishing Procedures for Additional Declarations of Official Intent

Due to the intent of the New Prague Utilities Commission to build new generation facilities and there being nearly a three-year period between order placement for generation equipment, switchgear and constructing a building it will be necessary for the utility to use cash reserves to facilitate payment of engineering and equipment procurement before bonding takes place. By having a refunding resolution in place, the Commission will be able to reimburse itself for expenses incurred before the proceeds of a bond are received.

Recommendation

Commission considers approval of refunding resolution for proposed generation facilities.

NEW PRAGUE UTILITIES COMMISSION

Resolution #24-12-30-01

DECLARING THE OFFICIAL INTENT OF CITY OF NEW PRAGUE TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF TAX-EXEMPT BONDS OR OTHER OBLIGATIONS AND ESTABLISHING PROCEDURES FOR ADDITIONAL DECLARATIONS OF OFFICIAL INTENT

WHEREAS, the Internal Revenue Service has issued Treasury Regulations, Section 1.150-2, as the same may be amended or supplemented (the "Reimbursement Regulations"), that establish the requirements under which an allocation of a portion of the proceeds of tax-exempt bonds, as defined in Section 150 of the Internal Revenue Code of 1986, as amended (the "Code"), to an expenditure that is originally paid from a source other than such tax-exempt bonds will be treated as an expenditure of the proceeds of such tax-exempt bonds on the date of such allocation; and

WHEREAS, the Regulations require that (i) not later than sixty (60) days after payment of the original expenditure, the issuer of the tax-exempt bonds must adopt an official intent for the original expenditure (in any reasonable form, including issuer resolution or action by an appropriate representative of the issuer), (ii) the official intent generally describes the project for which the original expenditure is paid and states the maximum principal amount of obligations expected to be issued for the project, and (iii) on the date of the declaration of official intent, the issuer must have a reasonable expectation that it will reimburse the original expenditure with proceeds of the tax-exempt bonds; and

WHEREAS, the original expenditure must be a capital expenditure or a cost of issuance for the tax-exempt bonds, and the reimbursement allocation (except with respect to (i) costs of issuance; (ii) amounts not in excess of the lesser of \$100,000 or five percent of the proceeds of the tax-exempt bonds; and (iii) preliminary expenditures (as defined in Section 1.150-2(f)(2) of the Reimbursement Regulations) not in excess of twenty percent (20%) of the aggregate issue price of the tax-exempt bonds), must be made not later than eighteen (18) months after the later of (i) the date the original expenditure is paid, or (ii) the date the project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid; and

WHEREAS, the City of New Prague, a home rule city and municipal corporation of the State of Minnesota (the "City"), expects to incur certain expenditures with respect to the project described in EXHIBIT A to this Resolution (the "Project") and such expenditures may be financed temporarily from sources other than tax-exempt bonds or other obligations; and

WHEREAS, the City expects to reimburse the expenditures with respect to the Project from the proceeds of tax-exempt bonds in the principal amount with respect to the Project as described in EXHIBIT A to this Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL ("COUNCIL") OF THE CITY AS FOLLOWS:

1. The City reasonably intends to make expenditures for the Project. A portion of such expenditures may be temporarily financed with cash assets of the City or from other sources. The City reasonably intends to reimburse itself for such expenditures from the proceeds of tax-exempt bonds or other obligations that are proposed to be issued by the City.

2. The Administrator of the City (the "City Official") is hereby authorized to designate appropriate additions or changes to EXHIBIT A by a written statement supplementing this Resolution in the form attached in EXHIBIT B to this Resolution (an "Additional Declaration"), dated as of the date of such action, and any such Additional Designation shall be reported to the Council at the earliest practicable date and shall be filed with the official records of the Council. Each Additional Declaration shall comply with the following requirements: (i) each Additional Declaration shall be made not later than sixty (60) days after payment of the expenditure to be reimbursed; (ii) each Additional Declaration shall contain a reasonably accurate general description of the project with respect to which the expenditures to be reimbursed were made and shall state the maximum principal amount of obligations expected to be issued for such project; (iii) such Additional Declaration may be made only if the City reasonably expects that reimbursement bonds will be issued to reimburse such expenditures; and (iv) the City Official is authorized to consult with bond counsel with respect to the requirements of the Reimbursement Regulations and their application to the specific circumstances relating to the Additional Declaration.
3. This Resolution is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations and any successor law, regulation, or ruling.
4. This Resolution shall take effect immediately.

Adopted by the New Prague Utilities Commission on this 30th day of December, 2024.

Dan Bishop
Utilities Commission President

ATTEST:

Bruce Reimers
General Manager

EXHIBIT A

THE PROJECT

<u>General Description of the Project</u>	<u>Maximum Principal Amount of Obligations to Finance Project</u>
Construct a building and support equipment including underground fuel tanks and roof mounted cooling equipment to provide 13.3 megawatts of generation that will serve the City of New Prague and provide dispatchable capacity to Southern Municipal Power agency (SMPMPA) under a 20-year contract.	\$21,163,243

EXHIBIT B

ADDITIONAL DECLARATION OF OFFICIAL INTENT

The undersigned, being the duly appointed and acting Administrator (the "City Official") of the City of New Prague (the "City") hereby states and certifies on behalf of the City, for the purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Reimbursement Regulations"), as follows:

1. The City Official has been and is on the date hereof duly authorized by the City Council of the City to make and execute this Additional Declaration of Official Intent (the "Additional Declaration") for and on behalf of the City.
2. This Additional Declaration relates to the following project, property, or program (the "Project") and the costs thereof to be financed:
3. The City reasonably expects to reimburse itself for the payment of costs of the Project out of the proceeds of a bond issue or similar borrower (the "Bonds") to be issued after the date of payment of such costs. As of the date hereof, the City reasonably expects that the maximum principal amount of the Bonds which will be issued to finance the Project is \$21,163,243.
4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Reimbursement Regulations.
5. As of the date hereof, the statements and expectations contained in this Additional Declaration are believed to be reasonable and accurate.

Dated: _____

Joshua Tetzlaff
City Administrator
City of New Prague

SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY
Minutes of the Board of Directors' Meeting
November 13, 2024

President Reimers called the meeting to order at the Pizza Cellar in Blooming Prairie, Minnesota.

Board Members Present:

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

Others Present:

David P. Geschwind, Executive Director & CEO; Alex Bumgardner, Austin; Jerry Mausbach, Dennis Heimerman, Blooming Prairie; 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:

Mike Geers, Litchfield; Keith R. Butcher, Princeton, and Jason Halvorson, Redwood Falls.

#1 Agenda Approval:

Mr. Geschwind suggested adding new item #10 New Quick Start Payment Discussion after item #8 Confidential Board Report Summary and moving item #5 Board Retreat Summary to the December board meeting.

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

#2 Consent Agenda:

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

APPROVED the October 17, 2024 board meeting minutes.

Welcome:

Mr. Mausbach, Blooming Prairie Public Utilities General Manager, welcomed the members to Blooming Prairie and introduced Blooming Prairie Public Utilities Commissioner Mr. Heimerman.

#3 New Minnesota Human Resources Laws-Fondell:

Ms. Fondell reported on the new Minnesota Human Resources Laws, some of which are already in effect.

Discussion.

Some of the requirements are still being defined and may change in the future. SMMPA HR staff are available to assist with questions.

#4 Scholarship Program-Hoffman:

Mr. Hoffman reported on the scholarship program.

At the March 2024 board meeting the scholarship program was discussed, and on July 19, 2024 the Scholarship Working Group met to discuss two scholarship options.

The consensus of the working group was to have the Agency fund a \$1,000 scholarship each year in each member community. Payment of the scholarship would be made from the Agency to the recipient once an invoice from an eligible institution is provided. Members would design and implement their own program.

The Agency has \$20,000 in the 2025 budget for a scholarship program.

Discussion.

Board Action

Motion to create a scholarship program consistent with the terms discussed with the board.

Mr. Moulton moved to approve creating a scholarship program consistent with the terms discussed, seconded by Mr. Nibaur, passed upon a unanimous vote of the board members present.

#5 Board Retreat Summary-Geschwind:

Due to time constraints, the board retreat summary was deferred to the December SMMPA Board meeting.

#6 2025 SMMPA Board Meeting Schedule-Geschwind:

Mr. Geschwind reported on the 2025 SMMPA Board meeting schedule.

To avoid conflict with the June APPA National Conference, the June SMMPA Board meeting was moved from June 11, 2025 to June 12, 2025.

The SMMPA Annual Meeting will be held October 16-17, 2025.

Mr. Warehime moved to approve the 2025 SMMPA Board meeting schedule, seconded by Mr. McCollough, passed upon a unanimous vote of the board members present. (Attachment A.)

#7 Wildfire Mitigation Plan-Sutton:

Mr. Sutton reported on the Wildfire Mitigation Plan.

Wildfires in various parts of the country have resulted in loss of life and property, which prompted the Agency to create a Wildfire Mitigation Plan to minimize the chance of the Agency's transmission assets being the source of a wildfire. SMMPA Power System Operations personnel will monitor Minnesota's wildfire risk level during high fire threat conditions.

Discussion.

Next Steps

- Modify plan based on lessons learned from implementation and industry best practices.
- Participate in monthly meetings concerning wildfire coordination with the Minnesota Office of Energy Reliability and Security.

After a short break, the board reconvened at 10:20 a.m.

#8 Confidential Board Report Summary-Sutton:

Mr. Sutton summarized the confidential board report.

#10 New Quick Start Payment Discussion-Sutton:

Mr. Sutton reported on the new Quick Start payment discussion.

New Prague has expressed interest in four 2.825 MW Quick Start engines. Engine-generator bids recently received by New Prague were higher than originally anticipated and estimated by DGR Engineering when the Agency tentatively established \$10/kW-month as the payment to apply to new Quick Start contracts. Consistent with prior discussions with the board, a request was made for the board to consider increasing the payment to reflect the higher actual bid costs for the engine-generator package.

It was reported that the Agency still has an appetite for more members to participate in the Quick Start Program.

Requested Action

Approve the Agency offering \$10.76/kW-month payment for new Quick Start generation projects.

Discussion.

Mr. Warehime moved to approve offering \$10.76/kW-month payment for new Quick Start generation projects, seconded by Mr. Bakken, passed upon a unanimous vote of the board members present.

A final Quick Start contract will be developed with participating members and brought back to the board for approval.

#9 Election of Officers-Board of Directors:

Mr. McCollough moved to approve the following slate of officers for the Board of Directors of Southern Minnesota Municipal Power Agency for 2024-2025, seconded by Mr. Nibaur, passed upon a unanimous vote of the board members present.

- President, Peter T. Moulton, Saint Peter;
- Vice President, Roger E. Warehime, Owatonna;
- Secretary, James R. Bakken, Preston; and
- Treasurer, T. Scott Jensen, Lake City.

Government Affairs/Member Services Report-Hoffman:

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

SMMPA Member IT Directors Roundtable

Members were reminded of the IT roundtable for members on December 18, 2024 at Owatonna Public Utilities.

Eaton Users Group

Members were reminded of the Eaton Users Group meeting on December 3, 2024 at the New Prague Fire Hall.

Operations Report-Sutton:

Mr. Sutton reported:

FES Cylinder Heads

Working with Caterpillar on mitigation for head leaks. Staff will install the six engine cylinder heads with old design at Fairmont Energy Station to return the units to service. Cylinder heads with the new design are expected to be available in the 2nd quarter 2025.

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 September 2024-Fondell:

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

Banking RFP Update

SMMPA's internal review team will interview the three bank finalists (U.S. Bank, Bremer Bank,

and Alerus) on November 14-15, 2024. The Banking Services Agreement is planned to be an action item at the December board meeting.

Budgeted Member Base Rates Summary Distribution

SMMPA will provide the budgeted member base rates information to all members. Preliminary data including August member billing amounts will be distributed in September. The final version, including September billing data (if the annual peak occurs in September) and any rate changes approved by the board, will be distributed in October.

RCA Tax-Exempt Draw

A tax-exempt Revolving Credit Agreement draw of \$6 million was completed on November 1, 2024. This will fund the upcoming down-payment for the Steele Energy Station generation equipment.

Saint Peter Solar Project

Pre-filing forms were submitted to the Internal Revenue Service on November 1, 2024 for the Saint Peter Solar Project elective pay program. Tax forms will be submitted in 2025 for the project that was completed in 2024.

SMMPA Audit Fieldwork & Internal Control Review

Baker Tilly, SMMPA's outside auditor, conducted the preliminary audit fieldwork including an internal control review October 28-30, 2024.

SMMPA Finance & Audit Committee Meeting

The SMMPA Finance & Audit Committee meeting will be held on December 4, 2024 at 9 a.m. via virtual meeting.

President's Report:

Mr. Reimers reported:

- SMMPA Board Officers: The SMMPA Board Officers were congratulated on their new officer positions. Mr. Reimers thanked the board, members, and SMMPA staff for their support during his president term.

Executive Director & CEO's Report:

Mr. Geschwind reported:

- SMMPA Board Retreat: The SMMPA Board of Directors were thanked for attending the SMMPA Board Retreat November 7-8, 2024 at Mystic Lake Casino Hotel, Prior Lake, Minnesota.
- SMMPA Board Officers: The incoming SMMPA Board Officers were congratulated, and President Reimers was recognized for his service on the SMMPA Board and was thanked for his leadership.

Member Forum:

None.

Other Business:

Ms. Fondell reported:

#3 New Minnesota Human Resources Law (continued)

Essential workers are excluded from taking Earned Sick and Safe Time (ESST) during required public emergency and weather events.

Adjourn:

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

The meeting was adjourned at 11:45 a.m.

Secretary