



UTILITIES COMMISSION MEETING AGENDA

City of New Prague

Wednesday, December 27, 2023 at 8:30 AM

Power Plant - 300 East Main St

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **APPROVAL OF MINUTES**
 - a. November 27, 2023, Utilities Meeting Minutes
4. **UTILITY AND SMMPA BILLS**
 - a. Approval of accounts payable in the amount of **\$161,110.78** and the SMMPA billing of **\$458,752.64**.
5. **FINANCIAL REPORTS**
 - a. Investment Report
 - b. Financial Report
 - c. Water and Kilowatt Hours Sales
6. **APPROVAL OF 2023 PROPOSED WRITE-OFF'S**
 - a. Memo
7. **APPROVE THE HIRING OF GENERATION OPERATOR POSITION**
 - a. Zachary Schelhaas
8. **SMMPA BOARD OF DIRECTORS MEETING**
 - a. November 8, 2023 (Enclosed)
 - b. December 13, 2023 (Bruce)
9. **GENERAL MANAGER'S REPORT**
10. **OTHER BUSINESS**
11. **ADJOURNMENT**

NEXT COMMISSION MEETING – Monday, January 29, 2024



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Monday, November 27, 2023 at 9:00 AM

Power Plant - 300 East Main St

1. CALL TO ORDER

The meeting was called to order by Commission President Dan Bishop on Monday, November 27, 2023, at 9:05 a.m.

Commissioners present: Dan Bishop, Dick Jordan, Paul Busch, Tom Ewert, and Bruce Wolf
Staff present: GM Bruce Reimers and EOS Ken Zweber

2. APPROVAL OF AGENDA

Motion made by Commissioner Ewert and seconded by Commissioner Wolf to approve the agenda. Motion carried (5-0).

3. APPROVAL OF MINUTES

- a. October 30, 2023, Utilities Meeting Minutes
Motion made by Commissioner Jordan, seconded by Commissioner Ewert, to approve the October minutes. Motion carried (5-0).

4. UTILITY AND SMMPA BILLS

- a. Approval of accounts payable in the amount of **\$126,436.69** and the SMMPA billing of **\$428,039.47**.
Motion made by Commissioner Busch, seconded by Commissioner Wolf, to approve the SMMPA and utility bills. Motion carried (5-0).

5. FINANCIAL REPORTS

- a. Investment Report
- b. Financial Report
- c. Water and Kilowatt Hours Sales
A motion was made by Commissioner Jordan and seconded by Commissioner Bishop to approve the financial reports as presented. Motion carried (5-0).

6. PFAS LITIGATION RETAINER AGREEMENT

- a. Lockridge Grindal Nauen P.L.L.P.
GM Reimers discussed a memo, advising the commission follow the recommendation of City Attorney Scott Riggs, City Council, and City Administrator Josh Tetzlaff to retain the Law Firms of Lockridge Grindal Nauen P.L.L.P. and Napoli Shkolnik regarding PFAS environmental concerns and potential settlements. A motion was made by Commissioner Ewert and seconded by Commissioner Bishop to sign the retainer agreement. Motion carried (5-0).

7. APPROVE THE SALE OF SURPLUS PROPERTY

- a. 2000 Ford F-250 Truck
Motion made by Commissioner Jordan, seconded by Commissioner Wolf, approving the sale of surplus property. Motion carried (5-0).

8. SMMPA BOARD OF DIRECTORS MEETING

- a. October 13, 2023
GM Reimers informed the commission on the following:
 - GM Reimers sat in on the finalist interviews for the COO position.
 - SMMPA staff is working with Grid North Partners in developing new transmission projects that SMMPA will be able to make investments in. It is estimated that the SMMPA investment will be around \$35 million.

9. GENERAL MANAGER'S REPORT

- GM Reimers informed the commission on the following:
- The electric department has been working with Jeff Belzer’s and MVE Biological installing larger services to serve new loads.
 - Staff have begun interviews for the open Generation Operator position but have not received many qualified applicants.
 - The water department has been working with our SCADA contractors installing the new control equipment. Overall, staff is happy with the switchover and hope to have everything completed by the end of the year.

10. OTHER BUSINESS

None.

11. ADJOURNMENT

A motion was made by Commissioner Jordan, seconded by Commissioner Ewert, to adjourn the November 27, 2023, meeting at 9:52 a.m. Motion carried (5-0).

NEXT COMMISSION MEETING – Wednesday, December 27, 2023

Respectfully Submitted,

Bruce Reimers
General Manager

Vendor Name	Net Invoice Amount
AMAZON CAPITAL SERVICES	
OFFICE SUPPLIES	\$9.38
STAPLER	\$14.49
VINYL	\$17.22
BEVCOMM	
TELEPHONE	\$156.48
TELEPHONE/COMMUNICATIONS	\$179.90
CENTERPOINT ENERGY	
NATURAL GAS	\$46.53
COMPUTER TECHNOLOGY SOLUTIONS	
COMPUTER SUPPORT	\$3,623.64
OFFICE 365 / FIREWALL	\$592.82
GOPHER STATE ONE CALL	
LINE LOCATES	\$31.73
LAKERS NEW PRAGUE SANITARY	
TRASH - ELECTRIC	\$17.96
TRASH - POWER PLANT	\$87.98
TRASH - WATER	\$17.95
LAND'S END BUSINESS	
APPAREL	\$179.11
METRO SALES INC	
COPIER LEASE	\$53.75
NEW PRAGUE UTILITIES	
ELECTRIC UTILITIES	\$977.48
WATER UTILITIES	\$25.04
PETTY CASH	
LYSOL	\$14.16
QUADIENT LEASING USA INC.	
POSTAGE MACHINE LEASE	\$241.30
QUILL CORPORATION	
COPY PAPER	\$109.48
ROSS NESBIT AGENCIES INC.	
AGENCY FEE	\$372.60
STAR GROUP LLC.	
FUSE - WOOD CHIPPER	\$1.45
TRENCHERS PLUS INC	
WOOD CHIPPER BLADES & ROPE	\$102.70
US BANK CREDIT CARD	
AED PADS	\$458.00
DESK - BRUCE	\$1,871.63
LMC FALL FORUMS	\$15.00
MNRW EXPO	\$300.00
PLANT DRIVEWAY	\$1,206.50
PLANT MAINTENANCE	\$12.54
SAMPLES	\$19.50
SHIPPING	\$29.00
US BANK EQUIPMENT FINANCE	
COPIER LEASE	\$164.60
VERIZON WIRELESS	
IPADS	\$70.06
TELEPHONE	\$454.77
VETERAN SHREDDING	
SHREDDING	\$8.50
SHREDDING	\$8.50
VOYAGER FLEET SYSTEMS	
CREDIT - FUEL	\$.74-
MOTOR FUELS	\$844.92
Grand Totals	\$12,335.93

Vendor / Description	Invoice Amount
ACE HARDWARE	
SUPPLIES	\$184.86
AMAZON CAPITAL SERVICES	
CUT OFF WHEEL	\$73.79
EAR PLUGS	\$20.99
FLAP DISC, CUTOFF WHEEL	\$73.79
ARVIG ANSWERING SOLUTIONS	
ANSWERING SERVICE	\$249.73
BORDER STATES ELECTRIC SUPPLY	
#14 SOLID CU WIRE - BLACK	\$96.20
#14 SOLID CU WIRE - GREEN	\$96.23
#14 SOLID CU WIRE - WHITE	\$96.20
GLUE, PVC	\$74.78
TAPE, DUCT 3M 3939	\$189.96
WIRE, 4/0-2/0-4/0 AL URD 600V	\$5,965.68
CANNON TECHNOLOGIES INC	
9S CL20 RFN 430ELA3T	\$7,200.96
WATER NODE REPAIR	\$954.00
CENTERPOINT ENERGY	
NATURAL GAS	\$8,547.64
CENTRAL FIRE PROTECTION	
ANNUAL FIRE EXTINGUISHER MAINT	\$384.80
COMPUTER TECHNOLOGY SOLUTIONS INC	
DOOR CONTROL SYSTEM	\$237.00
DOOR CONTROL SYSTEM - POWER PLANT	\$316.00
CORE & MAIN	
SAFETY HARNESS	\$1,170.00
SAFETY HARNESS TRAMA STRAPS	\$96.00
DENNY / DOTTY VONBANK	
CLEANING RAGS	\$80.00
DEPUTY REGISTRAR	
2024 F-550 - ELECTRIC	\$4,127.88
DGR ENGINEERING	
EAST SUB RTU	\$1,706.50
FS3 INC.	
MATS & PULLING GRIPS	\$2,595.96
PLASTIC VAULT 24X36X30	\$4,277.10
GRAINGER	
FUEL FILTER PARTS	\$118.74
PUMP	\$430.64
HAWKINS INC	
WATER PURIFICATION	\$7,234.41
WATER PURIFICATION	\$30.00
HOTSY MINNESOTA	
VEHICLE WASH CHEMICAL	\$673.52
JEFF BELZER NEW PRAGUE FORD	
2024 FORD F550	\$58,500.00
KURITA AMERICA INC	
CHEMICALS	\$5,573.05
LAKER'S NEW PRAGUE SANITARY	
NOVEMBER REFUSE BILLING FEE	\$532.20-
NOVEMBER REFUSE REIMBURSEMENT	\$15,068.60
LEAGUE OF MN CITIES INS TR	
WORKERS COMP	\$1,069.15
MCMaster-CARR SUPPLY CO	
FITTING- #6 OIL FILTER	\$63.03
MN DEPT OF COMMERCE	
2024 3RD QTR INDIRECT ASSMNT	\$1,291.95

Vendor / Description	Invoice Amount
NEON LINK	
ONLINE PAYMENT FEES	\$1,055.77
ONLINE PAYMENT FEES - LAKERS	\$14.87
OLYMPIC FIRE PROTECTION CORP	
FIRE SPRINKLER INSPECTION	\$240.00
POSTMASTER OF NEW PRAGUE	
November Utility Bill Postage	\$991.42
QUADIENT FINANCE USA INC	
POSTAGE	\$4,205.00
RECYCLE TECHNOLOGIES INC	
LIGHT BULB RECYCLING	\$254.03
RIVER COUNTRY CO-OP	
FORKLIFT PROPANE	\$35.75
GAS	\$1,493.80
SALTCO	
MONTHLY SALT FEE	\$35.00
SOUTHERN MINNESOTA INSPECTION	
PO 514 - CRANE	\$1,000.00
STAR GROUP LLC.	
ANTIFREEZE	\$116.98
PENETRANT	\$22.95
STUART C. IRBY CO.	
FAULT INDICATOR 1/0 & 4/0	\$4,410.00
FAULT INDICATOR 500MCM	\$4,620.00
UTILITY LOGIC	
LOCATE BATTERY CHARGER	\$124.08
VEGA AMERICAS INC	
FILTER #3 - BACK WASH BASIN	\$1,487.81
WESCO RECEIVABLES CORP.	
SHRINK TUBE, 1.10 -.35 #2 - 4/O PA	\$308.60
ZORO TOOLS	
THERMOSTAT	\$21.85
Grand Totals	<u>\$148,774.85</u>



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

Power Sales

Section 4, Item a.

#INV1173
 11/30/2023

Bill To

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

Due Date: 12/26/2023

BILLING PERIOD	kWh	kW	DATE / TIME
Nov 2023	5,340,198	10,216	Nov 27, 2023 6:00:00 PM
SOLAR PRODUCTION	0	0	
TOTAL	5,340,198	10,216	
BASE RATE BILLING DEMAND CAP	N/A	0	
SUMMER SEASON BASE RATE DEMAND	N/A	15,667	Aug 23, 2023 5:00:00 PM
BASE RATE RATCHET DEMAND	N/A	11,594	Aug 23, 2023 5:00:00 PM

Description	Quantity	Rate	Amount	TOTAL
BASE RATE POWER SUPPLY				
Demand Charge (kW)	11,594	\$10.95	\$126,954.30	\$126,954.30
On Peak Energy Charge (kWh)	2,459,165	\$0.06431	\$158,148.90	\$158,148.90
Off Peak Energy Charge (kWh)	2,881,033	\$0.04808	\$138,520.07	\$138,520.07
Cost Adjustment (kWh)	5,407,912	\$-0.001442	\$-7,798.21	\$-7,798.21
BASE RATE SUBTOTAL				\$415,825.06
TRANSMISSION				
Transmission Demand Charge (kW)	15,667	\$2.74	\$42,927.58	\$42,927.58
OTHER CHARGES				

Total	\$458,752.64
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NEW PRAGUE UTILITIES COMMISSION

SMMPA

10/31/2023

MONTH	KWH	PURCHASED POWER	ENERGY COST ADJ	2023 Price/KWH	MONTH	KWH	YTD KWH	PURCHASED POWER	YTD PURCHASE PWR	2022 Price/KWH
January	6,074,429	\$ 500,013.36		\$ 0.08231	January	6,349,342	6,349,342	\$ 472,403.93	\$ 472,403.93	\$ 0.07440
February	5,418,152	\$ 470,218.94		\$ 0.08679	February	5,586,356	11,935,698	\$ 436,519.04	\$ 908,922.97	\$ 0.07814
March	5,727,100	\$ 501,121.24	\$ 12,245.02	\$ 0.08536	March	5,655,082	17,590,780	\$ 433,861.15	\$ 1,342,784.12	\$ 0.07672
April	5,245,499	\$ 477,287.37	\$ 18,251.67	\$ 0.08751	April	5,180,840	22,771,620	\$ 411,904.27	\$ 1,754,688.39	\$ 0.07951
May	5,710,038	\$ 496,161.90	\$ (7,480.08)	\$ 0.08820	May	5,531,743	28,303,363	\$ 437,597.31	\$ 2,192,285.70	\$ 0.07911
June	6,997,617	\$ 574,273.89	\$ (10,614.96)	\$ 0.08358	June	6,692,547	34,995,910	\$ 525,496.57	\$ 2,717,782.27	\$ 0.07852
July	7,101,113	\$ 608,890.20	\$ 14,338.12	\$ 0.08373	July	7,482,903	42,478,813	\$ 551,066.41	\$ 3,268,848.68	\$ 0.07364
August	7,423,203	\$ 639,769.84	\$ 5,368.44	\$ 0.08546	August	7,046,831	49,525,644	\$ 528,929.83	\$ 3,797,778.51	\$ 0.07506
September	6,153,035	\$ 543,660.78	\$ 20,673.62	\$ 0.08500	September	6,028,466	55,554,110	\$ 471,340.54	\$ 4,269,119.05	\$ 0.07819
October	5,407,912	\$ 428,039.47	\$ (52,140.82)	\$ 0.08879	October	5,253,162	60,807,272	\$ 410,341.44	\$ 4,679,460.49	\$ 0.07811
November	5,340,198	\$ 458,752.64	\$ (7,798.21)	\$ 0.08737	November	5,414,350	66,221,622	\$ 461,672.71	\$ 5,141,133.20	\$ 0.08527
December					December	6,181,499	72,403,121	\$ 508,337.53	\$ 5,649,470.73	\$ 0.08224
Total	66,598,296	5,698,189.63	(7,157.20)	0.08556	Total	72,086,211		\$ 5,427,726.95		\$ 0.07529

NEW PRAGUE UTILITIES COMMISSION			
INVESTMENT SUMMARY			
10/31/2023			
First Bank and Trust			
Checking - Cash Balance			
Electric			\$ 1,746,647.61
Water			\$ 1,685,711.61
Subtotal			\$ 3,432,359.22
Money Market			\$ 1,986,410.55
Wells Fargo			
F.I.S.T. (Market Value per Wells Select report)			\$ 3,142,646.00
Electric <i>(74% of account)</i>	\$ 2,325,558.04		
Water <i>(26% of account)</i>	\$ 817,087.96		
Total			\$ 8,561,415.77
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		

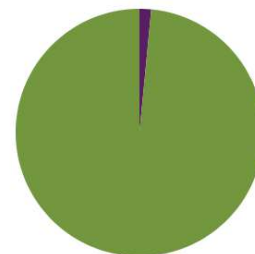


Managed Asset Allocation Summary

As of November 16, 2023

November 17, 2023
 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	47,887	47,887	0	2,502	5.22	1.5
Fixed Income	3,094,758	3,340,961	(246,202)	98,601	3.19	98.5
Total Portfolio	\$3,142,646	\$3,388,848	\$(246,202)	\$101,103	3.22%	100.0%



CITY OF NEW PRAGUE, MINNESOTA
STATEMENT OF REVENUES AND EXPENSES
BUDGET AND ACTUAL
ELECTRIC FUND (UNAUDITED)
October 31, 2023

Section 5, Item b.

ELECTRIC FUND						
83.33% of year completed						
<u>REVENUES</u>	2022 Thru 10/31/2022	Current Month	Actual Thru 10/31/2023	2022/2023 Variance YTD	2023 Fiscal Budget	% Received or Expended Based on Actual Budget
Unbilled Accounts Receivable	\$ (54,402.62)	\$ (116,952.51)	\$ (251,014.13)	\$ (196,611.51)	\$ -	0.00%
Residential Revenue	\$ 3,191,988.58	\$ 342,008.47	\$ 3,629,096.11	\$ 437,107.53	\$ 4,133,213.00	87.80%
Commercial	\$ 461,426.22	\$ 52,717.47	\$ 536,537.20	\$ 75,110.98	\$ 601,454.00	89.21%
Small Industrial	\$ 1,418,656.94	\$ 161,555.34	\$ 1,559,032.43	\$ 140,375.49	\$ 1,834,345.00	84.99%
Industrial	\$ 1,763,836.42	\$ 216,276.10	\$ 2,031,314.44	\$ 267,478.02	\$ 2,283,345.00	88.96%
Streetlights	\$ 48,240.72	\$ 5,579.72	\$ 51,870.66	\$ 3,629.94	\$ 65,000.00	79.80%
Other Departments	\$ 108,477.51	\$ 8,342.55	\$ 124,717.71	\$ 16,240.20	\$ 137,230.00	90.88%
SMMPA LOR Reimbursement	\$ 162,955.45	\$ 17,680.34	\$ 177,634.15	\$ 14,678.70	\$ 190,000.00	93.49%
SMMPA O&M Revenue	\$ 514,235.08	\$ 43,510.23	\$ 574,405.97	\$ 60,170.89	\$ 611,000.00	94.01%
Reimbursement - SMMPA Rebates	\$ 22,227.97	\$ 1,932.00	\$ 26,853.59	\$ 4,625.62	\$ -	0.00%
Interest Income	\$ 836.05	\$ 2,260.91	\$ 34,860.57	\$ 34,024.52	\$ 25,000.00	139.44%
Other Income	\$ 334,453.91	\$ 7,806.97	\$ 165,138.03	\$ (169,315.88)	\$ 118,700.00	139.12%
TOTAL REVENUES	\$ 7,972,932.23	\$ 742,717.59	\$ 8,660,446.73	\$ 687,514.50	\$ 9,999,287.00	86.61%
EXPENSES						
Production	\$ 10,536.87	\$ 12,324.92	\$ 20,161.25	\$ 9,624.38	\$ 26,000.00	77.54%
Purchased Power	\$ 4,679,460.49	\$ 428,039.47	\$ 5,239,436.99	\$ 559,976.50	\$ 6,242,485.00	83.93%
SMMPA O&M Expenses	\$ 196,335.29	\$ 8,901.10	\$ 235,112.56	\$ 38,777.27	\$ 337,500.00	69.66%
Distribution/Transmission	\$ 67,053.38	\$ 8,570.53	\$ 58,949.34	\$ (8,104.04)	\$ 101,000.00	58.37%
Energy Conservation - Rebates	\$ 29,631.28	\$ 2,613.44	\$ 32,587.36	\$ 2,956.08	\$ 11,500.00	283.37%
Depreciation	\$ 512,513.28	\$ 57,097.45	\$ 570,667.57	\$ 58,154.29	\$ 606,941.00	94.02%
Salary & Benefits	\$ 947,977.33	\$ 85,442.04	\$ 1,019,690.10	\$ 71,712.77	\$ 1,499,862.00	67.99%
MVEC LOR Payment	\$ 325,910.85	\$ 35,360.67	\$ 355,268.27	\$ 29,357.42	\$ 379,465.00	93.62%
Admin & General	\$ 149,916.65	\$ 21,773.74	\$ 207,361.59	\$ 57,444.94	\$ 252,650.00	82.07%
Payment in Lieu of Taxes	\$ 33,333.34	\$ 3,333.33	\$ 33,333.34	\$ -	\$ 40,000.00	83.33%
TOTAL EXPENSES	\$ 6,952,668.76	\$ 663,456.69	\$ 7,772,568.37	\$ 819,899.61	\$ 9,497,403.00	81.84%
EXCESS REVENUES OVER EXPENSES	\$ 1,020,263.47	\$ 79,260.90	\$ 887,878.36	\$ (132,385.11)	\$ 501,884.00	

Note: "Other Income" includes metal recycling and SMMPA Credit Excess Capital Reserves of 152,210 received in February, 2022

NEW PRAGUE UTILITIES COMMISSION, MINNESOTA
STATEMENT OF REVENUES AND EXPENSES
BUDGET AND ACTUAL
WATER FUND (UNAUDITED)
October 31, 2023

WATER FUND						
83.33% of year completed						
REVENUES	2022 Thru 10/31/2022	Current Month	Actual Thru 10/31/2023	2022/2023 Variance YTD	2023 Fiscal Budget	% Received or Expended Based on Actual Budget
Unbilled Accounts Receivable	13,227.01	(36,251.59)	(18,053.56)	(31,280.57)	-	0.00%
Residential	\$ 964,535.39	\$ 117,240.31	\$ 1,085,474.90	\$ 120,939.51	\$ 1,136,392.00	95.52%
Commercial	463,926.05	54,208.83	536,319.15	72,393.10	534,347.00	100.37%
Water Hook-up Fees	\$ 33,005.20	\$ 2,430.00	\$ 36,193.96	\$ 3,188.76	\$ 25,000.00	144.78%
Interest Income	151.58	603.53	9,359.21	9,207.63	15,000.00	62.39%
Other Income	\$ 30,269.98	\$ 2,747.20	\$ 34,932.28	\$ 4,662.30	\$ 66,865.00	52.24%
TOTAL REVENUES	\$ 1,505,115.21	\$ 140,978.28	\$ 1,684,225.94	\$ 179,110.73	\$ 1,777,604.00	94.75%
EXPENSES						
Power Used	100,884.77	7,341.67	112,942.96	12,058.19	117,000.00	96.53%
Purification	37,303.60	1,043.74	49,740.10	12,436.50	78,000.00	63.77%
Distribution	46,668.23	1,656.94	36,256.93	(10,411.30)	72,000.00	50.36%
Depreciation	357,620.33	36,000.20	360,986.72	3,366.39	426,677.00	84.60%
Debt & Other Interest	97,110.46	1,692.27	102,630.44	5,519.98	101,948.00	100.67%
Salary & Benefits	490,301.94	46,979.15	499,652.77	9,350.83	591,764.00	84.43%
Admin & General	\$ 94,782.88	\$ 13,907.75	\$ 119,679.91	\$ 24,897.03	\$ 157,410.00	76.03%
TOTAL EXPENSES	\$ 1,224,672.21	\$ 108,621.72	\$ 1,281,889.83	\$ 57,217.62	\$ 1,544,799.00	82.98%
EXCESS REVENUES OVER EXPENSES	\$ 280,443.00	\$ 32,356.56	\$ 402,336.11	\$ 121,893.11	\$ 232,805.00	

AGENDA ITEM: 5C									
NEW PRAGUE UTILITIES COMMISSION									
WATER PUMPED-SOLD-USED									
2023									
YR/MO	2023		2022		YR/MO	2023		2022	
	2023	YTD	2022	YTD		2023	YTD	2022	YTD
JANUARY	12/8/22-1/10/2023		12/8/21-1/10/2022		JULY	6/9/2023-7/11/2023		6/9/2022-7/11/2022	
GAL PUMPED	17,529	17,529	18,195	18,195	GAL PUMPED	44,904	160,021	37,244	142,223
GAL SOLD	14,793	14,793	16,160	16,160	GAL SOLD	41,150	142,482	33,614	125,245
GAL USED	337	337	405	405	GAL USED	981	3,391	1,131	5,121
GAL(LOSS)/GAIN	(2,399)	(2,399)	(1,630)	(1,630)	GAL(LOSS)/GAIN	(2,773)	(14,148)	(2,499)	(11,857)
PERCENTAGE	13.7%	13.7%	9.0%	9.0%	PERCENTAGE	6.2%	8.8%	6.7%	8.3%
FEBRUARY	1/10/2023-2/8/2023		1/10/2022-2/8/2022		AUGUST	7/11/2023-8/9/2023		7/11/2022-8/9/2022	
GAL PUMPED	17,060	34,589	16,173	34,368	GAL PUMPED	38,624	198,645	35,368	177,591
GAL SOLD	15,323	30,116	14,286	30,446	GAL SOLD	35,725	178,207	32,641	157,886
GAL USED	325	662	625	1,030	GAL USED	579	3,970	609	5,730
GAL(LOSS)/GAIN	(1,412)	(3,811)	(1,262)	(2,892)	GAL(LOSS)/GAIN	(2,320)	(16,468)	(2,118)	(13,975)
PERCENTAGE	8.3%	11.0%	7.8%	8.4%	PERCENTAGE	6.0%	8.3%	6.0%	7.9%
MARCH	2/8/2023-3/9/2023		2/8/2022-3/9/2022		SEPTEMBER	8/9/2023-9/8/2023		8/9/2022-9/8/2022	
GAL PUMPED	15,950	50,539	16,111	50,479	GAL PUMPED	37,180	235,825	27,033	204,624
GAL SOLD	14,555	44,671	14,291	44,737	GAL SOLD	34,643	212,850	24,575	182,461
GAL USED	368	1,030	412	1,442	GAL USED	601	4,571	496	6,226
GAL(LOSS)/GAIN	(1,027)	(4,838)	(1,408)	(4,300)	GAL(LOSS)/GAIN	(1,936)	(18,404)	(1,962)	(15,937)
PERCENTAGE	6.4%	9.6%	8.7%	8.5%	PERCENTAGE	5.2%	7.8%	7.3%	7.8%
APRIL	3/9/2023-4/8/2023		3/9/2022-4/8/2022		OCTOBER	9/8/2023-10/10/2023		9/8/2022-10/10/2022	
GAL PUMPED	17,103	67,642	16,292	66,771	GAL PUMPED	30,086	265,911	29,291	233,915
GAL SOLD	15,509	60,180	14,374	59,111	GAL SOLD	27,240	240,090	26,668	209,129
GAL USED	311	1,341	328	1,770	GAL USED	452	5,023	1,066	7,292
GAL(LOSS)/GAIN	(1,283)	(6,121)	(1,590)	(5,890)	GAL(LOSS)/GAIN	(2,394)	(20,798)	(1,557)	(17,494)
PERCENTAGE	7.5%	9.0%	9.8%	8.8%	PERCENTAGE	8.0%	7.8%	5.3%	7.5%
MAY	4/8/2023-5/10/2023		4/8/2022-5/10/2022		NOVEMBER	10/10/2023-11/8/2023		10/10/2022-11/8/2022	
GAL PUMPED	18,946	86,588	19,337	86,108	GAL PUMPED	17,838	283,749	19,688	253,603
GAL SOLD	14,860	75,040	15,438	74,549	GAL SOLD	14,855	254,945	17,167	226,296
GAL USED	373	1,714	1,815	3,585	GAL USED	330	5,353	329	7,621
GAL(LOSS)/GAIN	(3,713)	(9,834)	(2,084)	(7,974)	GAL(LOSS)/GAIN	(2,653)	(23,451)	(2,192)	(19,686)
PERCENTAGE	19.6%	11.4%	10.8%	9.3%	PERCENTAGE	14.9%	8.3%	11.1%	7.8%
JUNE	5/10/2023-6/9/2023		5/10/2022-6/9/2022		DECEMBER	11/8/2023 - 12/8/2023		11/8/2022 - 12/8/2022	
GAL PUMPED	28,529	115,117	18,871	104,979	GAL PUMPED		283,749	16,950	270,553
GAL SOLD	26,292	101,332	17,082	91,631	GAL SOLD		254,945	15,664	241,960
GAL USED	696	2,410	405	3,990	GAL USED		5,353	346	7,967
GAL(LOSS)/GAIN	(1,541)	(11,375)	(1,384)	(9,358)	GAL(LOSS)/GAIN	0	(23,451)	(940)	(20,626)
PERCENTAGE	5.4%	9.9%	7.3%	8.9%	PERCENTAGE	#DIV/0!	8.3%	5.5%	7.6%

NEW PRAGUE UTILITIES COMMISSON					
ELECTRIC SALES KWH					
		ACCUM			ACCUM
MONTH	2023	2023	MONTH	2022	2022
JAN	7,167,597	7,167,597	JAN	6,306,063	6,306,063
FEB	5,749,576	12,917,173	FEB	5,734,640	12,040,703
MAR	5,309,337	18,226,510	MAR	5,471,112	17,511,815
APR	5,593,759	23,820,269	APR	5,217,929	22,729,744
MAY	4,902,810	28,723,079	MAY	5,250,578	27,980,322
JUNE	5,925,918	34,648,997	JUNE	5,289,709	33,270,031
JULY	6,929,204	41,578,201	JULY	7,393,362	40,663,393
AUG	6,782,693	48,360,894	AUG	6,831,846	47,495,239
SEPT	6,923,879	55,284,773	SEPT	6,484,978	53,980,217
OCT	5,971,226	61,255,999	OCT	5,768,957	59,749,174
NOV	4,829,240	66,085,239	NOV	4,781,950	64,531,124
DEC			DEC	4,373,483	68,904,607
TOTAL	66,085,239		TOTAL	68,904,607	

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



MEMORANDUM

DATE: December 21, 2023

TO: New Prague Utilities Commission

FROM: Bruce Reimers, General Manager
Robin Pikal, Finance Director

RE: 2023 Proposed Write-Off's

The proposed write-offs for 2023 is \$2,568.98 for electric.

History of write-off's:

2012	\$7,007.11
2013	\$5,950.73
2014	\$3,568.84
2015	\$9,086.94 (\$6,287.19 is the bankruptcy on ALCO)
2016	\$1,721.90
2017	\$3,338.94
2018	\$2,239.97
2019	\$7,366.96 (\$4,380.15 is the bankruptcy on Shopko)
2020	\$5,270.26
2021	\$3,186.87
2022	\$1,688.78
2023	\$2,568.98

Recommendation:

Staff recommends the New Prague Utilities Commission consider approval of the electric write-off's in the amount of \$2,568.98.



MEMORANDUM

DATE: December 20, 2023
TO: New Prague Utilities Commissioners
FROM: Bruce Reimers, General Manager
RE: Approval of hiring Electric Generation Operator

On October 7, 2023, I received a written notice from Evan Fuller that it was his intent to end employment with the NPUC and would be taking a full-time job with a former employer.

In accordance with the City’s personnel policy, General Manager Reimers posted the opening internally and publicly advertised the position. The Utility received seven applications. Two applicants met the minimum qualifications and received in-person interviews.

Following the interview process, staff and I have concluded that Zachary Schelhaas meets the qualifying criteria for the Electric Generation Operator position.

Mr. Schelhaas comes to us with several years of experience as a Master Diesel Technician with Nuss Truck & Equipment and other maintenance technician experience.

Recommendation: Commission approve the hiring of Zachary Schelhaas as Electric Generation Operator.

SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY
Minutes of the Board of Directors' Meeting
November 8, 2023

President Reimers called the meeting to order at 9:00 a.m. at the Christ Lutheran Church in Preston, Minnesota.

Mr. Bakken, Preston Public Utilities General Manager, welcomed the members and guests to Preston and introduced Preston City Administrator Mr. Throckmorton.

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; Mark E. Nibaur, Austin; T. Scott Jensen, Lake City; and Timothy M. McCollough, Rochester.

Others Present:

David P. Geschwind, Executive Director & CEO; Alex Bumgardner, Austin; Miles Heide, Julie Zarling, Fairmont; Ryan Throckmorton, Preston; Keith R. Butcher, Princeton; Jason Halvorson; Redwood Falls; Chris Rolli, Spring Valley; Ron Kennedy, MCR Performance Solutions; Beth A. Fondell, Naomi A. Goll, Joseph A. Hoffman, and Mark S. Mitchell of the Agency staff.

Others Present Via Conference Call:

Mike Roth, Shane Steele, Grand Marais; Michael B. Geers, Litchfield; and Joe Kohlgraf, Mandi Yoder, Mora.

#1 Agenda Approval:

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

#2 Consent Agenda:

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

APPROVED the October 13, 2023 board meeting minutes.

#3 Regional Transmission Investment Analysis-Mitchell/MCR:

Mr. Mitchell introduced Mr. Ron Kennedy, MCR Performance Solutions, to provide an analysis of the economic benefit of the Agency investing in MISO Tranche 1 transmission projects.

Mr. Kennedy provided a summary of MCR's analysis and findings regarding the value of SMMPA investing in multi-value long-range transmission projects in MISO.

MISO's 18 Tranche 1 projects are estimated to cost \$10.4 billion and Tranche 2 will cost substantially more. SMMPA expects to have the opportunity to invest in two long-range transmission projects (LRTP-4 Wilmarth-North Rochester-Tremval 6/1/2028 in-service date and LRTP-6 Tremval-Rocky Run-Columbia, Wisconsin 6/1/2029 in-service date) totaling approximately \$32 million.

Discussion.

Various assumptions were reviewed. The conclusion from Mr. Kennedy's report is that there is value to SMMPA and its members from investing in these MISO projects. A share of the cost of all 18 projects will be allocated to SMMPA by MISO whether or not SMMPA invests. Investing in the two projects will allow SMMPA to earn a return to help offset other transmission costs allocated by MISO. There was discussion about SMMPA's Attachment O calculations and how SMMPA will recover costs from MISO.

This topic is expected to be a future action item once the details of project participation have been negotiated with the other project participants.

#4 Austin Post-2030 Analysis-Mitchell:

Mr. Mitchell reported on the Austin post-2030 analysis.

Austin is evaluating their post-2030 power supply options and provided the Agency the opportunity for input to the process. The SMMPA Power Sales Contract with Austin expires March 31, 2030.

SMMPA developed high-level estimates of long-term rates with and without Austin and the rate assumptions indicate rates would be 5-8% lower if Austin would remain a SMMPA member.

Next Steps

- Austin is still evaluating options and has not made a decision.
- If Austin requests a contract extension, board approval is required.
- Austin contract extension will be a sensitivity case in the long-term financial forecast that will be presented in December (more complete detailed analysis than preliminary analysis presented today).
- Resource planning work is considering alternatives in the event of a contract extension.

Discussion.

Mr. Nibaur thanked Mr. Geschwind and Mr. Mitchell for providing information and thanked Mr. Bumgardner for his efforts. Mr. Bumgardner reported that Austin has been reviewing the cost to manage their power supply and will be reviewing options with their commission in the near future.

Austin plans to make a decision in early 2024.

#5 2022 Board Retreat Follow-up-Geschwind:

Mr. Geschwind provided an update on accomplishments on the items that were identified as activities for 2023 during the 2022 board retreat.

After a short break, the board reconvened at 10:32 a.m.

#6 2024 SMMPA Board Meeting Schedule-Geschwind:

Mr. Geschwind reported on the 2024 SMMPA Board meeting schedule.

To avoid conflict with the January APPA Joint Action Conference and the June APPA National Conference, the January SMMPA Board meeting was moved from January 10, 2024 to January 11, 2024 and the June SMMPA Board meeting was moved from June 12, 2024 to June 13, 2024. The SMMPA Annual Meeting was moved from October 10-11, 2024 to October 16-17, 2024.

Mr. McCollough moved to approve the 2024 SMMPA Board meeting schedule, seconded by Mr. Moulton, passed upon a unanimous vote of the board members present. (Attachment A.)

#7 New Resource Decision Process-Mitchell:

Mr. Mitchell reported on the new resource decision process. He provided a summary of material presented at the September 2023 board meeting and focused on the determination that the Agency will need to add more dispatchable generation than identified in the 2021 Integrated Resource Plan. Because of changes in the MISO capacity construct and accreditation process, the Agency now forecasts capacity shortfalls in both summer and winter, and the need for new capacity has advanced from 2030 to 2028.

Quick Start Program

Mr. Mitchell provided an update on discussions with members about interest in adding new quick start generation. Four members are interested and one member is potentially interested in adding new quick start generation up to a total of 14 MW. Next step is to seek board approval of formal offering so members can evaluate economics based on known offer.

Mr. Mitchell reviewed certain key decisions that will need to be made in the near future to maintain a schedule for new generation to be in-service by 2028.

Key Near-Term Decisions for New Resource

- Single large facility (50 MW or greater) vs. multiple smaller facilities.
- Facility site(s): various sites have been identified.
- Technology options: capacity vs. energy (diesel vs. natural gas).

Focusing on new conventional generation developed and owned by the Agency to meet a 2028 in-service date, Mr. Mitchell reviewed pros and cons of large versus small plant site developments, possible sites identified for both sizes of projects, and the types of technologies being considered. A handout of the Facility Site Screening was distributed.

Discussion.

Mr. Pete Reinarts, SMMPA Manager of Generation, Resource Planning & Operations, was acknowledged for his efforts with this project.

Next Steps

- Detailed discussions at the November SMMPA Board Retreat to focus on large versus small facility, and the project siting.
- Prepare information for large or small project and host city decision required for potential December board approval.
- Continue to refine details of technology options. Technology and project approval targeting the June 2024 board meeting.
- Continue to analyze economics of options.
- Prepare details of quick start program offering for board approval.

#8 Confidential Board Report Summary-Mitchell:

Mr. Mitchell summarized the confidential board report.

#9 Election of Officers-Board of Directors:

Mr. Jensen moved to re-seat the current slate of officers for the Board of Directors of Southern Minnesota Municipal Power Agency for 2023-2024, seconded by Mr. McCollough, passed upon a unanimous vote of the board members present.

- President, Bruce A. Reimers, New Prague;
- Vice President, Peter T. Moulton, Saint Peter;
- Secretary, Roger E. Warehime, Owatonna; and
- Treasurer, James R. Bakken, Preston.

Government Affairs/Member Services Report-Hoffman:

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

IIJA/IRA Grant Opportunity Information

The Agency entered into an agreement with Frontier Energy to provide the members with information on grant opportunities. Information will be shared during the monthly webinars and the first webinar will be Monday, November 13, 2023 at 10 a.m. Members were asked to register for the webinar.

MISO Public Appeals Program

All members should have received the customized public appeal message and a suggested radio station in their local media market. Members were asked to contact SMMPA if they would like messages produced and distributed to various radio stations. SMMPA is developing educational messages related to the public appeals (social media posts, newsletter articles, etc.).

Pollinator Seed Packets

Members should have received their requested pollinator seed packets. Members interested in

additional seed packets were asked to contact Mr. Hoffman, and the Agency will determine if the minimum order quantity is attainable.

Operations Report-Mitchell:

Mr. Mitchell reported:

Sherco 3 Status Report

Sherco 3 is running well. The pressure relief valve springs will be replaced during the November 10-17, 2023 planned outage. Determining if hedge purchases are required during the outage.

LPI Steam Sale

Xcel Energy provides steam to Liberty Paper, Inc. Since Sherco 2 is retiring in December 2023, Xcel Energy is discussing with the Agency the possibility of future steam supply from Sherco 3 in addition to the auxiliary boilers. Alternatives include an agreement that would ensure the Agency is “kept whole” and does not lose any capacity or energy value as a result of the steam supply from Sherco 3, or the Agency participating in and deriving revenue from the steam sales.

OPU Combustion Turbine Capacity Payments Begin

The Owatonna Public Utilities (OPU) combustion turbine (CT) was refurbished by the Agency in 2019 at a cost of just under \$1 million. Through an agreement between the Agency and OPU, OPU reimbursed the Agency by foregoing capacity payments from the Agency. The reimbursement was completed in September 2023 and SMMPA began monthly capacity payments to OPU in October 2023.

Grant Application Results

Recently SMMPA was part of a joint grant application with a number of other utilities in the state for federal infrastructure grant funds. No funds were awarded to the Agency or other joint applicants in the first round of grants. The Agency will plan to file applications for future grant funding opportunities.

Market Price Update

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

Quarterly Wind & 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, were displayed.

Financial Report September 2023-Fondell:

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

Energy Cost Adjustment

Starting in December 2023, a monthly accounting entry will be made to record the Energy Cost Adjustment in the month incurred.

Sherco 3 Outage Insurance Claims

The first Sherco 3 outage insurance claim proceeds of \$436,000 were included in the September Energy Cost Adjustment (ECA). The second outage insurance claim of \$62,000 will be factored into the October ECA calculation. Total claims filed so far for 2023 were \$498,000. The 2023 outage insurance premium was \$464,000.

SMMPA Audit Fieldwork

Baker Tilly, SMMPA’s outside auditor, conducted the preliminary audit fieldwork October 31-November 2, 2023.

SMMPA Finance & Audit Committee Meeting

The SMMPA Finance & Audit Committee meeting is scheduled for December 21, 2023 at 9 a.m. via Microsoft Teams Meeting.

SMMPA Outside Auditor Contract

An agenda item for the December 2023 SMMPA Finance & Audit Committee will be to discuss possible renewal of Baker Tilly’s audit contract as the 2023 audit is Baker Tilly’s fifth year serving as SMMPA’s auditor.

President’s Report:

There was no report.

Executive Director & CEO’s Report:

Mr. Geschwind reported:

- SMMPA Board Retreat: The 2023 SMMPA Board Retreat will be held November 27-28, 2023 at the Mystic Lake Casino Hotel, Prior Lake, Minnesota. Mr. Geschwind will send potential topics to the board and the members for their review.

Member Forum:

None.

Other Business:

There was no other business.

Adjourn:

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

The meeting was adjourned at 11:57 a.m.

Secretary