

The Owatonna Public Utilities Commission met in regular session in the Commission Room. Present were Commissioners Schreiner, Stansberry and Cosens. Absent were Commissioners Ihrke and Simon. Also present were General Manager Fritsch; Director, Financial & Administrative Services Fondell; Director, Customer Service, Generation & Substations Green; Director, Engineering & Electric Services Johnson; Director, Gas, Water, Energy Management & External Relations Warehime; Manager, HR, Safety, Risk & Loss Control Madson; Supervisor, Information Services Keltgen; and Executive/HR Assistant Schmoll. Guests included Roger Wacek.

Commissioner Schreiner led the Pledge of Allegiance.

Minutes

The Minutes from the rescheduled meeting of January 3, 2013 were presented to the Commission. The meeting was rescheduled due to the Christmas holiday. Commissioner Stansberry moved to approve the Minutes as presented. Commissioner Cosens seconded the motion. All Commissioners voting Aye, the motion passed.

Committee Reports

Finance Committee: Commissioner Cosens reported the Finance Committee met, reviewed and approved Vouchers in the amount of \$4,253,010.47.

Personnel Committee: Commissioner Stansberry reported the Personnel Committee did not meet.

City Administrator's Report

City Administrator Busse was not present.

Electric Rate Policies

General Manager Fritsch presented Electric Rate policies for Residential, Commercial Industrial and street lighting to the Commission for their approval. The policies included a 1% increase which was approved during the budget process. Commissioner Cosens moved to approve electric rate policies, ER99, EC99, EM05, EM06 and CL1, as presented. Commissioner Stansberry seconded the motion. All Commissioners voting Aye, the motion passed.

Contributed Services

The Contributed Services report as of December 31, 2012 was presented to the Commission. The Commission signed the report.

Operations/Scorecard

Staff presented on updates to the December scorecard.

General Manager/Staff Report

General Manager Fritsch noted staff will be having a strategic planning session later in the week to update the three year plan and goals for 2013. Mr. Fritsch also noted he would be facilitating the strategic planning session for the City of Owatonna.

General Manager Fritsch updated the Commission on the SMMPA Board of Director's meeting. He noted, work continues on the SHERCO 3 plant.

Director, Customer Service, Generation & Substations Green updated the Commission on the demolition in the plant and the asbestos removal. General Manager Fritsch noted work continues in the detail design phase. Currently existing furniture is being assessed to see what can be reused.

Director, Financial & Administrative Services Fondell reminded the Commission of the rescheduled Finance Committee meeting in February. She noted the meeting has been rescheduled to February 19, 2013.

Manager, HR, Safety, Risk & Loss Control Madson presented a list of APPA webinars available to the Commission. She noted if they choose to participate they can participate take them right in their offices.

Commission Roundtable

Commissioner Stansberry – Nothing.

Commissioner Cosens – Nothing.

Commissioner Schreiner – Nothing.

Audience Comments

Customer Roger Wacek updated the Commission on various upcoming opportunities in the energy conservation area.

Adjournment

There being no further business to come before the Commission, Commissioner Stansberry moved to adjourn the meeting. Commissioner Cosens seconded the motion. All Commissioners voting Aye, the meeting adjourned at 4:28 p.m.

Respectfully submitted,

Tammy Schmoll
Executive/HR Assistant