

The Owatonna Public Utilities Commission met in regular session in the Commission Room. Present were Commissioners Simon, Schreiner and Kottke. Absent were Commissioners Stansberry and Cosens. Also present were General Manager Fritsch; City Administrator Busse; 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, Financial Services Turnbull; Supervisor, Meter Services Pelot; Supervisor, Substations & Generation Deering; Executive/HR Assistant Schmoll; and Marketing/Energy Conservation Manager Hendricks. Guests included customer, Roger Wacek.

Commissioner Schreiner led the Pledge of Allegiance.

Minutes

The Minutes from the rescheduled meeting of December 17, 2013 were presented to the Commission for approval. Commissioner Schreiner moved to accept the Minutes as presented. Commissioner Kottke seconded the motion. All Commissioners voting Aye, the motion passed.

Committee Reports

Finance Committee: Commissioner Kottke reported the Finance Committee met, reviewed and approved Vouchers in the amount of \$5,631,681.57. He further reported they reviewed and approved a budgeted work order for the purchase of a mobile welder in the amount of \$10,100.00.

Personnel Committee: Commissioner Schreiner reported the Personnel Committee met and were given a staffing update. Commissioner Schreiner reported the staffing update included the retirement of Supervisor, Financial Services Turnbull on January 31, 2014.

City Administrator's Report

City Administrator Busse reported the City completed their strategic planning process and thanked General Manager Fritsch for his help, leadership and knowledge through the process. Some of the top initiatives include infrastructure, economic vitality, and quality of life.

Strategic Planning Update

General Manager Fritsch distributed and discussed the 2014 placemat and changes with the Commission. Each staff member gave an update of their 2013 goals and discussed their 2014 department goals.

Contributed Services

The Contributed Services report as of December 31, 2013 was presented to the Commission. The Commission signed the report.

Operations/Scorecard

Staff updated the Commission on changes to the December 2013 scorecard.

General Manager/Staff Report

General Manager Fritsch updated the Commission on the SHERCO 3 unit outage. He noted the unit is running but has not been released for commercial use.

General Manager Fritsch reminded the Commission the next joint County, City, School Boards, OPU meeting is scheduled for March 17, 2014. Agendas will be sent out in advance.

Director, Customer Service, Generation & Substations Green reported January is shaping up to be a record gas usage month.

Supervisor, Information Services Turnbull stated she has enjoyed working at OPU for the last 30 years.

Commission Roundtable

Commissioner Kottke congratulated Becky Turnbull on her retirement.

Commissioner Schreiner thanked the staff for their work on the business plan and noted he felt it was well done.

Commissioner Simon had nothing to add.

Audience Comments

Customer Roger Wacek complimented General Manager Fritsch on the OPU Memo articles in the newsletter and suggested a future topic include the price to purchase electricity and natural gas.

Adjournment

There being no further business to come before the Commission, Commissioner Schreiner moved to adjourn the meeting. Commissioner Kottke seconded the motion. All Commissioners voting Aye, the meeting adjourned at 4:57 p.m.

Respectfully submitted,

Tammy Schmoll
Executive/HR Assistant