

The Owatonna Public Utilities Commission met in regular session in the Morehouse Conference Room at the Owatonna Public Utilities. Present were Commissioners Kottke, Cosens, Stansberry, and Simon. Absent was Commissioner Schreiner. Also present were General Manager Fritsch; City Administrator Busse; Chief Financial Officer Fondell; Director, Engineering Johnson; Director, Field Operations Warehime; Supervisor, Meter Services Pelot; and Executive, HR & Administration Coordinator Schmoll. Other guests included Kim Hillberg, CliftonLarsonAllen; Dave Geschwind, Executive Director and CEO of Southern Minnesota Municipal Power Agency; and customer, Roger Wacek.

Commissioner Cosens led the Pledge of Allegiance.

Minutes

The Minutes from the rescheduled meeting of March 29, 2016 were presented to the Commission. Commissioner Simon moved to approve the Minutes. Commissioner Cosens seconded the motion. All Commissioners voting Aye, the motion passed.

Committee Reports

Finance Committee – Commissioner Simon reported the Finance Committee met, reviewed and approved vouchers totaling \$7,350,923.50.

Personnel Committee – Commissioner Stansberry reported the Personnel Committee met and received a staffing update; an update on working being done on employee engagement and communications with the employees.

City Administrator's Report

City Administrator Busse reported storm sewer work will begin after the first of May. She further reported Brooktree Golf Course if open and a contract has been reached with Tim Conkin, Master's Bar & Grill, for the food and beverages.

Auditor's Report

Chief Financial Officer Fondell introduced Kim Hillberg with CliftonLarsonAllen. She noted Mrs. Hillberg was the Principal on our annual Audit. Mrs. Hillberg highlighted the audit report and discussed major changes that were addressed this year regarding the implementation of the pension standard. She explained the new standard states employers are required to disclose their portion of a pension liability. Mrs. Hillberg highlighted other parts of the audit report and reported OPU was issued a clean audit again for 2015.

SMMPA Agency Changes

General Manager Fritsch introduced Dave Geschwind, Executive Director & CEO of Southern Minnesota Municipal Power Agency (SMMPA). Mr. Fritsch noted Mr. Geschwind will be discussing changes SMMPA is looking at making in their Agency requirements. Mr. Geschwind explained SMMPA is a joint action agency and all current members are full requirements members which means they are required to purchase all of their power from SMMPA. Moving forward, SMMPA is considering different levels of membership. These levels would include full requirements members, project members or some combination of the two. Mr. Geschwind also discussed how decisions are made at the Board level and discussed weight voting and how it could possibly change if the Agency requirements change. A final version will hopefully be available late summer for member cities to consider and vote on. The Commission thanked Mr. Geschwind for the information.

Contributed Services

The Contributed Services report as of March 31, 2016 was presented to the Commission. The Commission signed the report.

Operations/Scorecard

Staff updated the Commission on changes to the March Scorecard.

General Manager/Staff Report

General Manager Fritsch updated the Commission on a water pressure issue that occurred during the annual water main flushing. He noted pressure was restored within 45 minutes and samples have been taken to ensure no contamination of the water system occurred.

General Manager Fritsch reminded the Commission that Election of Officers will occur in May and a new Commissioner, Kent Rossi, will be coming on Board.

Director, Field Operations Warehime reported the Water Automation Project is moving forward and advertisements for bids are out. It is anticipated the bid will be presented for award at the next Commission meeting.

Supervisor, Meter Services Pelot reported the Meter Shop finished the construction phase of the water testing station. The station recycles water that is run through meters during the testing process so there is no waste. It is a full recirculation system. He offered a viewing to the Commissioners if they were interested.

Chief Financial Officer Fondell reported a sales and use tax audit will be being performed on OPU. Staff does not anticipate any issues.

Executive, HR & Administration Coordinator Schmoll discussed with the Commission the potential of an unbudgeted work order being brought forward for the purchase of AED units for all vehicles. She noted, she had applied for and received a grant for a reduced price to purchase AED units. The grant is for \$527 off the price of each unit. To receive an additional 5% discount the AED units had to be purchased by May 9, 2016 and the grant expires May 25, 2016. The total cost of the project would amount to about \$40,000 with the grant. After discussion, the Commission decided to table the issue until the next meeting.

Commission Roundtable

Commissioner Stansberry congratulated Mrs. Fondell and staff for another successful audit.

Audience Comments

Roger Wacek shared an article he is writing with the Commission regarding solar farming.

Adjournment

There being no further business to come before the Commission, Commissioner Simon moved to adjourn the meeting. Commissioner Stansberry seconded the motion. All Commissioners voting Aye, the meeting adjourned at 5:26 p.m.

Respectfully submitted,

Tammy Schmoll
Executive, HR & Administration Coordinator