

The Owatonna Public Utilities Commission met in regular session in the Morehouse Conference Room at the Owatonna Public Utilities. Present were Commissioners Schreiner, Kottke, Stansberry, Cosens and Simon. Also present were General Manager Fritsch; City Administrator Busse; Director, Field Operations & External Relations Warehime; Supervisor, Meter Services Pelot; Executive/HR Assistant Schmoll; and Marketing/Energy Conservation Manager Jared Hendricks. Other guests included Owatonna Area Chamber of Commerce & Tourism President/CEO Jennifer Libby and Ann Paulson from Straight River Sports.

Pledge of Allegiance was led by Kim Cosens.

Minutes

The Minutes from the regular meeting of April 28, 2015 were presented to the Commission. Commissioner Simon moved to approve the Minutes as presented. Commissioner Kottke seconded the motion. All Commissioners voting Aye, the motion passed.

Election of Officers

Commissioner Stansberry presented a slate of officers, made a motion to nominate Commissioner Kottke as President and Commissioner Cosens as Vice President, a unanimous ballot be cast and that nominations cease. Commissioner Schreiner seconded the motion. All Commissioners voting Aye, the motion passed. President Kottke assumed control of the meeting.

Committee Reports

Finance Committee – Commissioner Simon reported the Finance Committee met, reviewed and approved Vouchers totaling \$5,234,900.47. Commissioner Simon further noted the reserves are staying within the designed bandwidth.

Personnel Committee – Commissioner Stansberry reported the Personnel Committee met and received a staffing update. He noted a Supervisor, Customer Service had been hired and would be starting on June 15th. Tammy's Tidbit pertained to communication technologies back in the 1950s and how things have changed so dramatically since then.

City Administrator's Report

City Administrator Busse discussed various road construction projects going on throughout the city; as well as she noted the City will be going ahead with a classification compensation study. She noted the last study was done in the late 1990s and in external organizations has been retained to conduct the study. She noted the study will consist of a job description review on regular fulltime and part-time positions, as well as an internal and external market comparison. She reported the Arts Center received the go ahead by the State Historical Society to move ahead with their construction project so the project will be moving forward with a groundbreaking ceremony soon. City Administrator Busse concluded by noting the budget season has begun for the City of Owatonna.

President Kottke inquired as to the status of the development project across from the Federated complex on South Cedar Avenue. City Administrator Busse replied there have been changes in the parties involved and we hope to have some answers soon.

Contributed Services

The Contributed Services report as of April 30, 2015 was presented to the Commission. The Commission signed the report. Commissioner Cosens inquired if a previous month's comparison could

be added to the Contributed Services report. Commissioner Schreiner noted he would like to see a 5 year comparison. Executive/HR Assistant Schmoll will include that information with the next month's report.

Operations/Scorecard

Staff updated the Commission on changes to the April 2015 scorecard.

General Manager/Staff Report

General Manager Fritsch updated the Commission on union negotiations. He noted a vote is expected the next night.

General Manager Fritsch updated the Commission on the SMMPA Board Meeting he attended. He noted their reserves are starting to dip so therefor they may be proposing a 4% or higher rate increase for next year's rates.

General Manager Fritsch noted he will be attending the APPA National Convention in Minneapolis, June 7-10, 2015.

General Manager Fritsch opened a discussion with the Commission on the use of the Third Floor. He noted he was not looking for a decision at this meeting. He noted the third floor was finished to be used as future expansion space as the utilities grows. Currently, OPU does not have a need for that space and therefore is looking for other possible options or uses for that space. Mr. Fritsch noted several ideas have been presented to him for its use. One limiting factor is OPU's current Drug and Alcohol policy which prohibits any alcohol on premise. Another limiting factor is, according to code compliance, it is actually considered the fourth floor of the building due to the basement. According to code, a fourth floor cannot occupy more than 49 people with the current fire rating of the beams, floors and walls, including any staff members. Commissioner Cosens inquired as to how soon does OPU anticipate needing that space. General Manager Fritsch replied, it could be as soon as five to ten years. After discussion, the Commission is open to exploring different options for the space.

Ann Paulson, Straight River Sports, 222 W. Bridge St. addressed the Commission with an idea for the space. She noted back in the 1920s and 1930s, every Saturday night, everyone in town would get dressed up and go the third floor of the Fire Hall for a dance, a few beers and some socializing. No place has existed like that since WWII. She noted the trend is in breweries where people are beginning to gather for their socializing. She felt a brewery would be an ideal option for the top floor looking out over the city. After a brief discussion, the Commission thanked Ann for presenting her idea and noted they would be getting back with her.

Jennifer Libby, Owatonna Area Chamber of Commerce & Tourism President, next addressed the Commission and expressed her appreciation of the Commission and their willingness to entertain different ideas for the top floor.

Commissioner Schreiner inquired as to next steps. After a brief discussion, it was decided a special session would be scheduled to discuss the various options and the direction the Commission should take.

Commission Roundtable

Commissioner Stansberry thanked Commissioner Schreiner for his years of service to OPU as a Commissioner and as President over the past year. Commissioner Kottke echoed those sentiments.

Adjournment

There being no further business to come before the Commission, Commissioner Schreiner moved to adjourn the meeting. Commissioner Cosens seconded the motion. All Commissioners voting Aye, the meeting adjourned at 4:42 p.m.

Respectfully submitted,

Tammy Schmoll
Executive/HR Assistant