

The Owatonna Public Utilities Commission met in regular session in the Morehouse Room at the Owatonna Public Utilities. Absent was Commissioner Schreiner. Present were Commissioners Kottke, Cosens, Stansberry and Simon. Also present were General Manager Fritsch; City Administrator Busse; Director, Financial & Administrative Services Fondell; Director, Field Operations & External Relations Warehime; Manager, HR, Safety, Risk & Loss Control Madson; Supervisor, Customer Service Heimerman; Executive/HR Assistant Schmoll; and Electric Engineer Brian Kelly.

Commissioner Cosens led the Pledge of Allegiance.

Minutes

The Minutes from the May 26, 2015 were presented to the Commission. Commissioner Stansberry moved to approve the Minutes as presented. Commissioner Simon 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 \$4,637,329.74. He further reported the Committee approved one work order addition in the amount of \$48,000 for the purchase of two natural gas odorizers. The first odorizer was included in the 2015 budget in the amount of \$32,000 and the second odorizer was scheduled to be purchased in the 2017 budget. Due to the failure of existing equipment and the lack of vendor support, it was staff's recommendation to accelerate the purchase of the second odorizer to 2015.

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

City Administrator's Report

City Administrator Busse reported the street projects are falling behind due to the rain and the City is in the midst of its budgeting process including a classification compensation study.

Contributed Services

The Contributed Services report as of May 31, 2015 was presented to the Commission. The Commission signed the report.

Operations/Scorecard

Staff updated the Commission on changes to the scorecard in May 2015.

General Manager/Staff Report

General Manager Fritsch reported the Open House was very well attended and lots of great comments continue to be received.

General Manager Fritsch reported to the Commission on his presentation regarding OPU's Safety Journey at the APPA National Conference. Other items covered at the Conference included cyber security, the EPA's Clean Power Plan, and Mayor Kuntz being recognized for his work, dedication and representation of the City of Owatonna and OPU at the national level.

General Manager Fritsch further reported the Clerical Union voted to approve their union contract; however, the Outside Union did not. There will be another vote of the Outside Union soon.

He continued by reminding the Commission of the joint session with the City Council, School Board and County on July 20, 2015 beginning at 4:30 p.m.

General Manager Fritsch noted there will be planning session dates sent out to the Commission for discussion of purposes for the top floor. He noted there was a lot of interest expressed during the Open House. Commissioner Kottke inquired about what needs to be done to change the capacity level of the top floor. General Manager Fritsch replied, all the support columns would need to be fire rated from the bottom floor all the way to the ceiling of the top floor; the ventilation system would need to be revamped or the basement would have to be filled in so the top floor would be considered a third floor and not a fourth floor. City Administrator Busse added their staff is trying to explore other ways to approach the situation including having discussion with State inspectors. Commissioner Simon noted a comment he overheard during the Open House dealt with what would happen if lightning struck one of the stacks. General Manager Fritsch replied it is tied into a whole building structure grounding system but did not know what the ramifications would be to the electrical equipment in the building.

Commission Roundtable

Commissioner Stansberry – Complimented the electric crew as they were working on the poles that had been blown over right outside his house. He noted they had great work ethic and professionalism and they even made a follow up visit to assure him the grass that was affected by the transformer oil would be fixed.

Commissioner Cosens – Mentioned a constituent approached him to let him know they would be willing to work with OPU on different photography projects throughout the building if we so desired.

Commissioner Kottke – Mentioned he also has received great comments on the building and how well the Open House went and the Community seems to understand the repurposing was the right thing to do. He thanked everyone who was involved.

Adjournment

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

Respectfully submitted,

Tammy Schmoll
Executive/HR Assistant