

The Owatonna Public Utilities Commission met in regular session in the Morehouse Conference Room at Owatonna Public Utilities. Present were Commissioners Simon, Rossi, Cosens, Kottke and Doyal. Also present were General Manager Fritsch; City Administrator Busse; Chief Financial Officer Fondell; Director, Engineering Johnson; Director, Field Operations Warehime; Manager, Human Resources Madson; Supervisor, Accounting Sedivy; Supervisor, Customer Care Heimerman; Executive, HR & Administration Coordinator Schmoll; and Energy Conservation Officer Hendricks. Other guests included Mayor Tom Kuntz and customer, Roger Wacek.

Commissioner Cosens led the Pledge of Allegiance.

Minutes

The Minutes from the regular meeting of May 23, 2017 were presented to the Commission. Commissioner Kottke moved to accept the Minutes as presented. Commissioner Doyal 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 totaling \$4,370,023.32. There was one work order addition for the storm sewer project in the SE part of town. The additional amount was \$55,420.30 over the original amount. The project turned out to be much larger than anticipated.

Personnel Committee – Commissioner Rossi reported the Personnel Committee met and received an update on staffing. There are currently three positions open; an electric engineering technician, a gas/water serviceworker and a journeyman lineman.

City Administrator's Report

Mayor Kuntz received national recognition from the American Public Power Agency by awarding him the Spence Vanderlinden Public Officials award. The Award recognizes the personal service of elected and appointed officials. He displayed his award and thanked the Commission for their continued support in allowing him to represent the City of Owatonna and the Owatonna Public Utilities at various public power events.

City Administrator Busse updated the Commission in various road projects around the community, including the Lemond Road and Cedar Avenue projects. She will report in more detail at the next meeting regarding the Lemond Road project. She gave an update on the Public Access Channel equipment and software training, as well as reported on a conference she attended regarding the future of franchising.

Contributed Services

The Contributed Services report as of May 31, 2017 was presented to the Commission. The Commission signed the report.

Operations/Scorecard

Staff updated the Commission on changes to the May scorecard. Director, Engineering Johnson reported there were 2 underground outages causing the CAIDI numbers to increase slightly. He noted underground faults are harder to find than overhead and that leads to longer outages. The Commission

inquired about the corridor beautification efforts. City Administrator Busse noted it is still on the table even though the hotel project is on hold for now. Items still being considered are standards for light fixtures, funding and the county's role in road improvements.

Supervisor, Customer Care Heimerman presented the Customer Satisfaction Survey results to the Commission. She noted the survey is conducted every 2 years and 350 customers were reached. The results came back with an overall satisfaction rating of 89% versus 88% for the two previous surveys. She further noted some areas went up 7% including the overall satisfaction of the customer service reps. Others areas, like water taste, went down. After researching the different areas where water taste was an issue, there didn't seem to be any pattern to the location or type of service. The low rating of water taste seemed to correlate with an overall dissatisfaction of OPU from those same customers. Another area of concern in the survey seemed to be community involvement. Mrs. Heimerman noted we will be focusing on educating the community on different things OPU does for the community, as well as clarify why OPU is not able to sponsor sporting events, etc. After discussion, the Commission congratulated Mrs. Heimerman on the results and the progress in the Customer Service area.

Energy Conservation Officer Hendricks reported he is in the process of wrapping up the next rate survey and will be presenting its results in the near future. He noted on the stewardship side we are on track in the electric area to meet goals but are still lacking on the natural gas side. He reported a new rebate offering \$25 to customers to install a WaterSense showerhead has been rolled out. This rebate counts towards the natural gas savings as well as water conservation. Commissioner Cosens inquired if hotels are eligible for this rebate. Mr. Hendricks will check the terms and conditions of the rebate and will reach out to the hotels if they are eligible.

General Manager/Staff Report

General Manager Fritsch reported an incident happened at the Owatonna Energy Station involving a contract employee who was burned by an electrical flash. There are no other details available at this time and our prayers go out to the injured man.

General Manager Fritsch updated the Commission on service territory negotiations, an update on the Business Development Area resolution he is working on with the City, and reminded the Commission of the SMMPA Lemond Solar Field open house scheduled for July 13th from 4:00 p.m. – 5:00 p.m.

Director, Field Operations Warehime updated the Commission on OPU's work on the Lemond Road project and the Well #10 issue. He noted, originally it was thought there was a hole in the pipe, but after investigation it has come to light it is a stuck valve.

Chief Financial Officer Fondell reported the dates have been finalized for the special budget meeting.

Executive, HR & Administration Coordinator Schmoll asked to move the August regularly scheduled Commission meeting out one week due to the MMUA Summer Conference. The Commission agreed. The August Commission meeting will be scheduled for the 29th instead of the 22nd.

Director, Engineering Johnson reported the Lemond Solar field began generating today.

Commission Roundtable

There was nothing further from the Commission.

Audience Comments

There were no comments from the audience.

Adjournment

There being no further business to come before the Commission, Commissioner Cosens moved to adjourn the meeting. Commissioner Rossi seconded the motion. All Commissioners voting Aye, the meeting adjourned at 4:45 p.m.

Respectfully submitted,

Tammy Schmoll
Executive, HR & Administration Coordinator