

The Owatonna Public Utilities Commission met in regular session in the Morehouse Conference room at the Owatonna Public Utilities. Present were Commissioners Johnson, Zirngible, Kottke, Rossi and Doyal. Also present were General Manager Warehime; City Administrator Busse; Director, Finance & Administration Olson; Director, Engineering & Field Operations Fenstermacher; Director, Information Technologies & Metering Baum; Manager, Human Resources Madson; Manager Gas, Water Operations Prokopec; Manager, Electric Operations Deering; Supervisor, Accounting Linders; Supervisor, Meter Services Johnson; Executive, Communications & Administration Coordinator Schmoll; Energy Conservation/Key Accounts Officer Hendricks; OPU employees Lori Jerpbak, Shanda Meier and Seth Stoykovich. Also presented was Nikki Gieseke.

President Johnson called the meeting to order and welcomed Nikki Gieseke. Ms. Gieseke is attending as a potential new Commissioner. Mr. Johnson asked for a motion to approve the agenda. Commissioner Rossi moved to approve the agenda as presented. Commissioner Doyal seconded the motion. All Commissioners voting Aye, the motion passed. President Johnson then asked for approval of the consent agenda. The consent agenda included the Minutes from the May 24, 2022 meeting, as well as the Contributed Services report as of May 31, 2022. Commissioner Doyal moved to approve the consent agenda as submitted. 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 totaling \$5,785,926.33. Mr. Kottke discussed two work orders that were closed in May noting, 58 remain open coming in under budget by about 9%. In general financials are in good shape.

Personnel Committee – Commissioner Rossi noted the Personnel Committee did not meet; however, in regards to safety, there have been 798 consecutive days without an OSHA recordable.

### **City Administrator's Report**

City Administrator Busse updated the Commission on progress regarding work on the firehall and reminded the Commission of Chief Hiller's upcoming retirement reception. She further updated them on projects including the East Corridor and the downtown Streetscape.

### **Surcharge for Denial of Access of Equipment**

Director, Finance and Administration Olson presented a draft policy to the Commission regarding accessing OPU's equipment on customer premises. Mr. Olson stated, staff is having difficulty accessing water meters in customer's homes. Access is needed to upgrade the meters for the new AMI system. The purpose of this policy is twofold. First, it is intended to recover the increased cost of supporting obsolete equipment and systems; and second, to motivate the customer to allow access to their premises. He noted, there will be a \$75 monthly fee added to customers accounts, up to 12 months. Once they allow access and the equipment is upgraded, the fee will be discontinued. After 12 months of receiving the fee, the customer is subject to disconnection. After discussion, and some clarification, Commissioner Doyal moved to approve the policy as presented. Commissioner Rossi seconded the motion. All Commissioners voting Aye, the motion passed.

### **General Manager/Staff Report**

Director, Engineering & Field Operations Fenstermacher discussed electric indices with the Commission. He noted the indices are defined by IEEE standards (Institute of Electrical and Electronics Engineers) and are best practices across the electric industry. Mr. Fenstermacher discussed each graph explaining what that the measurement is.

General Manager Warehime updated the Commission on the Grid Alert notifications and emergency procedures OPU staff is working on. He noted a tabletop held earlier in the day uncovered a lot of ideas for moving forward.

Mr. Warehime further discussed information regarding a proposed rate increase and benefits reduction by Northern Natural Gas. Mr. Warehime will keep the Commission informed as updates are available.

Director, Finance & Administration Olson updated the Commission on the feasibility study noting the architect is putting together some test fits and cost estimates for review and inclusion in our upcoming budgeting process.

Director, Engineering & Field Operations Fenstermacher gave an update of the supply chain issues. He noted, pooling together resources with other utilities is the best strategy at this time. Mr. Warehime noted, another part of the strategy is making sacrifices or material updates to current specs.

### **Commission Roundtable**

There was not anything further to discuss.

### **Adjournment**

There being no further business to come before the Commission, the meeting adjourned at 4:59 p.m.

Respectfully submitted,

Tammy Schmoll  
Executive, Communications & Administration Coordinator