

The Owatonna Public Utilities met in rescheduled 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 & Operations Fenstermacher; Director, Information Technologies & Meter CIO Baum; Manager, Human Resources Madson; Manager, Facilities & Gas/Water Operations Prokopec; Supervisor, Accounting Linders; Supervisor, Meter Services Johnson; Executive, Communications & Administration Coordinator Schmolli; Energy Conservation & Key Accounts Officer Hendricks; and Accountant Lori Jerpbak. Other guests included City of Owatonna Community Development Director Troy Klecker and representatives from an architecture firm, Leo A. Daly (Kate Pohlman, Lief Eikevik, Kevin Teppen, and Dan Yudchitz).

President Johnson called the meeting to order and asked for a motion to approve the agenda as submitted. Commissioner Rossi moved to approve the Agenda. 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 July 26, 2022 meeting, as well as the Contributed Services Report as of July 31, 2022. Commissioner Rossi moved to approve the consent agenda. Commissioner Doyal seconded the motion. All Commissioners voting Aye, the motion passed.

### **Committee Reports**

Finance Committee – Commissioner Kottke reported the Committee met, reviewed and approved Vouchers totaling \$5,100,930.70. He further reported, there were not any work orders closed, 56 remain open and two new work orders were approved. He concluded with a report on the financial revenues and outlooks for each utility, reporting each utility still looks good and all three utilities should end in positive positions for the year.

Personnel Committee – Commissioner Rossi reported the Personnel Committee met and received a staffing update as well as discussed two cause maps; one from an incident involving an employee receiving stitches and the other being a near miss involving an arc flash. He further reported, there have been 47 days without an OSHA recordable.

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

City Administrator Busse updated the Commission on the downtown streetscape project, noting the ribbon cutting is scheduled for September. She gave an update on the contractor working on the Firehall, noting a new contractor has begun working on the building. She noted City Staff is deep in their budgeting process. She noted a lot of work has been done with the building task force to determine what should be done with each of the 100 buildings the city owns and the results of their studies are big budget drivers. Commissioner Kottke inquired if the Council Chambers will be remodeled. Mrs. Busse replied that is one area that is being looked at.

### **Leo A Daly Facilities Feasibility Study**

Director, Finance & Administration Olson reminded the Commission when the power plant was repurposed, there was a fourth phase that was never completed. He discussed that phase and noted things are being relooked at because the City has been considering plans to redevelop the river front. This could potentially impact our facilities so now is a good time to revisit options. Mr. Olson recapped those options. Mr. Olson then introduced representatives from Leo A. Daly architectural firm, who discussed OPU's history with them and the process they went through to come up with different options. They discussed each step in the process including the evaluation of existing facilities and needs. They noted they spoke with each department and asked about current and future needs and discussed key findings. They discussed site diagramming and test fit sites, and summarized different options for the Commission to consider. Option 1A included current onsite consolidation; Option 1B included current site plus offsite relocation of warehousing;

and Option 2 included Offsite Relocation of Full Campus. After presenting the options, Leo A Daly staff next discussed cost estimates. During the Q&A session, there was extensive discussion regarding the flood fringe, the flood plane and how it would affect future development. The Commission thanked the Leo A. Daly staff for their presentation.

**Purchased Gas Adjustment and Gas True-Up Charge Policy**

The Commission tabled this item until the next meeting due to the time it took for the Facilities Feasibility study discussion.

**General Manager/Staff Report**

There were not any further items to discuss or report.

**Commission Roundtable**

The Commission thanked staff for the presentation on the feasibility study.

**Adjournment**

There being no further business to come before the Commission, the meeting adjourned at 5:35 p.m.

Respectfully submitted,

Tammy Schmoll  
Executive, Communications & Administration Coordinator