

The Owatonna Public Utilities Commission met in rescheduled session in the Morehouse Conference Room at the Owatonna Public Utilities. The meeting was rescheduled due to General Manager Fritsch attending the SMMPA bond signing in New York. Present were Commissioners Simon, Kottke and Doyal. Absent were Commissioners Cosens and Rossi. Also present were General Manager Fritsch; City Administrator Busse; Chief Financial Officer Fondell; Director, Engineering Johnson; Director, Field Operations Warehime; Manager, Human Resources Madson; and Executive, HR & Administration Coordinator Schmoll. Also present was Community Development Director Troy Klecker.

Commission Simon led the Pledge of Allegiance.

### **Minutes**

The Minutes from the reschedule meeting of August 29, 2017 were presented to the Commission. Commissioner Doyal moved to approve the Minutes as presented. Commissioner Kottke seconded the motion. All Commissioners voting Aye, the motion passed.

### **Committee Reports**

Personnel Committee – There was not a Personnel Committee report due to no member representation at the meeting.

Finance Committee – Commissioner Kottke reported the Finance Committee met, reviewed and approved Vouchers totaling \$4,796,982.57. They committee also approved one work order addition for the Customer Service area and one work order for four additional GPS units.

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

City Administrator Busse reported the Archery Park is open; they hired a new engineer and all street projects are going well except the Lemond Road project. She noted many factors have been involved in the delaying of the project including weather. She further noted by request of the homeowners along Lemond Road, the speed limit will change from 40 mph to 30 mph.

General Manager Fritsch reported a letter has been received from the Economic Development Authority asking OPU to use money budgeted for the corridor beautification project to be used on the Pearl Street project. He further noted funds will be reimbursed to OPU from the tax increment financing (TIF) fund over the next 25 years. The funds will be used to bury overhead electric lines underground. After discussion, Commissioner Kottke moved to approve the motion. Commissioner Doyal seconded the motion. All Commissioners voting Aye, the motion passed.

### **SMMPA Power Sales Contract Change**

General Manager Fritsch presented an Amendment to the SMMPA Power Sales Contract. He noted the amendment added the Lemond Solar project into the existing Schedule A. Commissioner Kottke moved to approve the Amendment as presented. Commissioner Doyal seconded the motion. All Commissioners voting Aye, the motion passed.

### **Contributed Services**

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

**Operations/Scorecard**

The report for the Operations/Scorecard was skipped being there were not any questions.

**General Manager/Staff Report**

General Manager Fritsch updated the Commission on the employees who went to Florida for mutual aid work. He noted many thank you have been coming in from residents and the utilities in Florida. The Commission expressed their thanks to Matt Clements and Tony Hartle for their work in Florida.

General Manager Fritsch reported the SMMPA Annual Meeting is scheduled for October 12 and 13.

Chief Financial Officer Fondell gave an overview of proposed rate changes for 2018 and noted the Commission will be getting more information regarding the cost of service study at the special session scheduled for October 9. General Manager Fritsch also added the system health reports will be presented at the October Commission meeting.

Executive, HR & Administration Coordinator Schmoll reported the newly designed website will be rolled out the following week and gave the Commission a preview of the new design,

**Commission Roundtable**

None of the Commissioners present had anything additional.

**Adjournment**

There being no further business to come before the Commission, Commissioner Kottke moved to adjourn the meeting. Commissioner Doyal seconded the motion. All Commissioners voting Aye, the meeting adjourned at 4:20 p.m.

Respectfully submitted,

Tammy Schmoll  
Executive, HR & Administration Coordinator