

The Owatonna Public Utilities Commission met in regular session in the training room at the Owatonna Fire Department. Present were Commissioners Schreiner, Cosens, Stansberry, Ihrke and Simon. Also present were General Manager Bruno; Director, Engineering, Electric & Meter Services Johnson; Director, Gas, Water & Power Production Green; Manager, Energy Management & External Relations Warehime; Manager, HR, Safety, Risk & Loss Control Madson; Supervisor, Gas, Water, Buildings & Grounds Hortop; Supervisor, Information & Financial Services Turnbull; Executive/HR Assistant Schmoll; and Accountant Teresa Hottman. Guests included Mayor Tom Kuntz and Anita Sasse, residential customer.

Director, Gas, Water, & Power Production Green led the Pledge of Allegiance.

Minutes

The Minutes from the August 26, 2010 meeting were presented to the Commission. Commissioner Stansberry moved to approve the Minutes as presented. Commissioner Cosens seconded the motion. All Commissioners voting Aye, the motion passed. There was not a meeting in September due to the flooding that occurred on September 23, 2010.

Committee Reports

Finance Committee – Commissioner Cosens reported the Committee met, reviewed and approved Vouchers in the amount of \$4,874,355.09. There were no work orders.

Personnel Committee – Commissioner Schreiner reported the Committee did not meet, however, interviews for the position of Director, Finance & Administrative Services will be coming up. Manager, HR, Safety, Risk & Loss Control Madson reported there were preliminary interviews conducted and distributed a recap of those interviews by General Manager Bruno. Mrs. Madson further discussed how the actual interview process will go. The Commission discussed the candidates and will set interview dates at a later time.

City Administrator Report

City Administrator Busse was not present at the meeting.

At this point the Commission jumped ahead to audience comments. Mayor Kuntz introduced residential customer, Anita Sasse, and noted her home was one affected by the flooding on Walnut Avenue. Mrs. Sasse inquired about OPU's plans to purchase the homes on the west side of South Walnut Avenue. General Manager Bruno reminded the Commission of OPU's current practice of purchasing the houses in order, in conjunction with the City of Owatonna and a Department of Natural Resources grant. The City ultimately purchases the houses with DNR grant money and OPU reimburses the City. Commission and staff had previously decided not to "hop scotch" with the purchase of the houses. The Commission will discuss further and management staff will talk with the City of Owatonna and revisit the issue. Commission thanked Mrs. Sasse for her input and she left the meeting.

Resolution to Contract During a Special Emergency

General Manager Bruno presented a resolution to the Commission which states in emergency situations the Commission may waive the bidding law strictly for the particular emergency at hand. This resolution ties directly with the one the City Council passed and is strictly limited to restoration and

repairs related to the flooding emergency on September 23, 2010. After discussion, Commissioner Simon moved to approve the resolution as presented. Commissioner Ihrke seconded the motion. All Commissioners voting Aye, the motion passed.

Partners in Energy Solutions Finance Program Policy

Manager, Energy Management & External Relations Warehime presented policy number 800.20, Partners in Energy Solutions Finance Program Conservation Improvement Program (CIP) to the Commission. He noted a draft of this policy was previously presented to the Commission and Commission had directed staff to re-evaluate the minimum customer size and the zero percent interest. Mr. Warehime continued that after evaluation, staff removed the customer size but left the zero percent interest to stay in line with the policies currently in effect in Rochester and Austin. After discussion, Commissioner Cosens moved to approve the policy as presented. Commissioner Stansberry seconded the motion. Commissioner Cosens complimented staff on the preparation of the policy and willingness to re-evaluate Commission suggestions. All Commissioners voting Aye, the motion passed.

Contributed Services

The Contributed Services reports for August 31, 2010 and September 30, 2010 were presented to the Commission. Commission signed both reports.

General Manager/Staff Report

General Manager Bruno and Commission further discussed the flood and the houses on South Walnut Avenue. Mr. Bruno will contact Troy Klecker at the City of Owatonna for further discussions.

Mr. Bruno reported OPU's wood shop was broke into and several things were stolen. The Police Department is working on trying to catch the thieves.

Director, Engineering, Electric & Meter Services Johnson reported to the Commission he attended a kickoff meeting with FEMA relating to the flooding and will begin the process of putting together all the forms needed for reimbursement of damages and discussed the process involved.

General Manager Bruno distributed the preliminary budget for 2011 and the forecasted budget for 2012 through 2015.

Supervisor, Information & Financial Services Turnbull thanked the City of Owatonna and their employees, especially John Pfeifer, Ryan Brown, and Darin Brown, for helping us get set up in the Fire Hall and the Library after the flood so we could continue operations.

Manager, Energy Management & External Relations Warehime informed the Commission OPU and SMMPA will be working the NCS Pearson company in putting up a wind turbine on their site. Mr. Warehime further discussed the results of the Home Energy Reports project. Discussion ensued.

Director, Gas, Water, & Power Production Green informed the Commission the State of the Utility meeting will be December 1, 2010 at the Owatonna Eagles.

Commission Roundtable

Commissioner Simon – Great job on how the flood was handled.

Commissioner Stansberry – Thank you to the leaders of this organization for the dedication and work during the flood and thank you to all the employees who gave up time away from home and committed to the organization. Great commitment to our customers.

Commissioner Ihrke – Good job during the flood, especially in keeping the power on.

Commissioner Cosens – Again, super job during the flood by our leaders and employees.

Commissioner Schreiner – Reminded the Commission of the budget meeting scheduled for November 3rd and echoed the other Commissioners in their compliments of the staff and employees on their work during the flood and proactiveness of how things will be handled in the future.

Adjournment

There being no further business to come before the Commission, Commissioner Stansberry moved to adjourn the meeting. Commissioner Cosens seconded the motion. All Commissioners voting Aye, the meeting adjourned at 5:41 p.m.

Respectfully submitted,

Tammy Schmoll
Executive/HR Assistant