

The Owatonna Public Utilities Commission met in rescheduled session in the Commission Room. The meeting was rescheduled due to the Christmas holiday. Present were Commissioners Simon, Schreiner, Stansbery, Cosens and Kottke. Also present were General Manager Fritsch; City Administrator Busse; Director, Financial & Administrative Services Fondell; Director, Customer Service, Generation & Substations Green; Director, Engineering & Electric Services Johnson; Director, Gas, Water, Energy Management & External Relations Warehime; Manager, HR, Safety, Risk & Loss Control Madson; Supervisor, Financial Services Turnbull; Executive/HR Assistant Schmoll; and Marketing/Energy Conservation Manager Jared Hendricks.

Commissioner Simon led the Pledge of Allegiance.

Minutes

The Minutes from the regular meeting of November 26, 2013 were presented to the Commission. Commissioner Schreiner moved to approve the Minutes as submitted. Commissioner Stansberry seconded the motion. All Commissioners voting Aye, the motion passed.

Committee Reports

Finance Committee: Commissioner Cosens reported the Finance Committee met, reviewed and approved Vouchers in the amount of \$5,293,215.21 and the work orders for 2014. The Committee had a discussion on where the budget will end up in comparison to actuals for 2013, as well as reserve levels.

Personnel Committee: Commissioner Stansberry reported the Committee met in special session with the other Commissioners to perform the General Manager's review. He congratulated General Manager Fritsch on a very successful review.

City Administrator's Report

City Administrator Busse reported the City's 2014 budget will go the City Council for approval the evening of the OPU Commission meeting and will include a zero percent levy increase for 2014. She further reported negotiations will begin in 2014 with the various union groups. Mrs. Busse thanked the Commission for participating in the joint meeting with the City Council, County Board and the School Board. The next meeting is scheduled for March 17, 2014. It is the wishes of management staffs throughout all the entities to have biennial joint meetings to ensure ongoing communications. She noted the City Council will be working on long and short term strategic planning in January 2014.

Rate Policies

The electric rate policies were presented to the Commission for approval. General Manager Fritsch noted the changes in the policies are due to the 1% increase approved in the 2014 Budget. These policies included Commercial Electric rates, Policy #501.82; Electric Time-of-Use rates, Policy #501.33; Electric Peak Controlled Service, Time of Day rates; Policy #501.80; Residential Electric Rates, Policy #501.81; and Public Street Lighting rates, Policy #501.40. Commissioner Cosens moved to approve all the electric rate policies as presented. Commissioner Kottke seconded the motion. All Commissioners voting Aye, the motion passed.

Contributed Services

The Contributed Services report as of November 30, 2013 was presented to the Commission. The Commission signed the report.

Operations/Scorecard

Staff updated the Commission on changes to the November scorecard. Notable items included a discussion on overhead versus underground electric services, and vaults and manholes. Director, Engineering & Electric Services Johnson reported work is being done to reconstruction some of the vaults/manholes that are in poor condition.

General Manager/Staff Report

General Manager Fritsch updated the Commission on the repurposing project. He noted the schedule is about 2.5 months behind due to some contaminated soil that was found when beginning work on the Vehicle Storage Building (VSB). The occupancy of the VSB is being delayed due to cold weather and supply delays.

General Manager Fritsch noted he is continuing to work with the City on a traffic study to look at making part of Walnut Street a one way. One suggestion includes putting a traffic light at the corner of School Street and South Oak.

General Manager Fritsch discussed the success of three different gathers involving OPU. They were the first annual OPU Health Fair, the annual State of the Utility meeting, and the Annual Recognition party.

General Manager Fritsch updated the Commission on the SHERCO 3 outage. He noted the unit is still not released for commercial operation, however more testing is being conducted later in the week with hopes of returning it to service by the end of the week.

Commission Roundtable

Commissioner Kottke – Noted, he attended the State of the Utility meeting, thanked staff for the opportunity to participate in it and stated he found it very interesting.

Commissioner Stansberry – Had nothing additional.

Commissioners Schreiner, Cosens and Simon wished the other Commissioners and staff Merry Christmas and happy holidays.

Adjournment

There being no further business to come before the Commission, Commissioner Schreiner moved to adjourn the meeting. Commissioner Cosens seconded the meeting. All Commissioners voting Aye, the meeting adjourned at 4:40 p.m.

Respectfully submitted,

Tammy Schmoll
Executive/HR Assistant