

The Owatonna Public Utilities Commission met in regular session in the Commission Room. Present were Commissioners Truelson, Schreiner and Emanuelson. Absent were Commissioners Mayhew and Noyce. Also present were General Manager Shurts, City Administrator Sparks, Director of Finance & Administrative Services Bruno, Director of Engineering & Field Services Morgan, Director Marketing & Energy Management Green, Manager of HR/Customer Service Madson, Supervisor SCADA & Energy Management Warehime and Executive/HR Assistant Tammy Schmoll. Guests included Roger Wacek.

Mr. Wacek led the Pledge of Allegiance.

Minutes

The Minutes from the regular Commission meeting of March 28, 2006 were presented to the Commission. Commissioner Schreiner moved to accept the Minutes as presented. Commissioner Emanuelson seconded the motion. All Commissioners voting Aye, the motion passed.

Employee Recognition Resolution

General Manager Shurts presented an Employee Recognition Resolution to the Commission for approval. Mr. Shurts noted the Resolution had previously been presented for consideration and addressed the question regarding the language "additional compensation" by stating the language is necessary in the resolution due to tax laws and requirements and since it is such a minimal amount per employee, taxes are not required to be taken. Staff recommends approval of the resolution at this time. Commissioner Emanuelson moved to accept the Employee Recognition Resolution as presented. Commissioner Schreiner seconded the motion. All Commissioners voting Aye, the motion passed.

Contributed Services

The Contributed Services report as of March 31, 2006 was presented to the Commission. The Commission signed the report.

General Manager/Staff Report

General Manager Shurts reported on April 13, 2006 an employee received an arc flash and suffered burns to his face and arms. Director of Engineering & Field Services Morgan gave a brief explanation of the location and events surrounding the event. Manager of HR/Customer Service Madson gave a brief update of the employees condition.

General Manager Shurts discussed an accident involving a semi-trailer, containing transformers OPU had purchased and a train.

Manager of Human Resources & Customer Service Madson discussed advertising for open positions stating both the Engineering Technician and the Supervisor of Meter Services have closed and interviews will be conducted in the coming weeks.

Manager of Human Resources & Customer Service Madson discussed the expiration of the Cold Weather Rule for the year and gave a brief update on the disconnect procedure for delinquent accounts.

Supervisor of SCADA & Energy Management Warehime reported on the Conservation Investment Program discussing State reporting requirements. Director of Marketing & Energy Management Green discussed with the Commission customer visits the Marketing department has been conducting. Commissioner Truelson inquired on the progress of the SolarChoice program. Supervisor of SCADA & Energy Management Warehime replied the program has obtained State wide recognition and staff is anticipating launching a more aggressive advertising and promotion campaign in the near future.

Director of Marketing & Energy Management Green reported Unit #6 is operational after the overhaul it received. He noted there were no problems in the start up or shut down of the unit.

Director of Finance & Administration Bruno discussed the draft Service Territory Acquisition Surcharge policy with the Commission. He noted, currently, any cost associated with the purchase of service territory by OPU is socialized among all customers. With this policy, 75% of the cost of acquiring the new territory would be charged to the customers in that service territory with the remaining 25% being socialized. He further noted, the surcharge will not cause the customer's rate to be higher than it would have been with the incumbent utility if OPU had not purchased the territory. Mr. Bruno stated staff would like to have approval of this policy at the next Commission meeting.

Commissioner Truelson complimented staff on the 2005 Year in Review report. Commissioner Schreiner and Emanuelson concurred.

City Administrator's Report

City Administrator Sparks reported NIMS (National Incident Management System) training will be conducted at the Community Center. He further reported on the progress of the Morehouse Dam reconstruction project. Mr. Sparks reported the City is currently working on reviewing and updating personnel policies and procedures. The new hospital project has slowed a little, but progress continues. Mr. Sparks also reported on the economic development efforts of the City.

Commission Roundtable

Commissioner Emanuelson – Have we done any assessments with the County facilities? Director of Marketing & Energy Management Green replied, only the Four Seasons Building and the Jail. We are currently focusing on City facilities but will consider County facilities after that.

Commissioner Schreiner – Nothing.

Commissioner Truelson – Are we planning a joint meeting with the City Council? City Administrator Sparks replied, we are still intending to have a joint meeting, but we have had several planning sessions and are trying to get through all those first. Commissioner Truelson reminded the Commission that the May Commission meeting will include Election of Officers. Commissioner Truelson concluded, he would like to see an account that includes all services we provide for outside organizations, that we do not charge for. For instances, the hanging of the flower baskets, etc.

Audience Comments

Roger Wacek discussed a geothermal system in Brainerd he heard about with the Commission.

Adjournment

There being no further business to come before the Commission. Commissioner Schreiner moved to adjourn the meeting. Commissioner Emanuelson seconded the motion. All Commissioners voting Aye, the meeting adjourned at 5:08 p.m.

Respectfully submitted,

Tammy Schmoll
Executive/HR Assistant.