

The Owatonna Public Utilities Commission met in rescheduled session in the Commission Room. The session was rescheduled due to General Manager Shurts attending the American Public Power Association Legislative Rally. Present were Commissioners Emanuelson, Stansberry, Mayhew and Schreiner. Absent was Commissioner Ihrke. Also present were City Administrator Busse; Director, Finance & Administrative Services Bruno; Director, Electric, Engineering & Meter Services Johnson; Director, Gas, Water & Power Production Green; Manager, HR, Safety, Risk & Loss Control Madson; Manager, Energy Management & External Relations Warehime; and Executive/HR Assistant Schmoll.

Ronnie Johnson led the Pledge of Allegiance.

Minutes

The Minutes from the regular meeting of January 27, 2009 were presented to the Commission. Commissioner Stansberry moved to approve the Minutes as presented. Commissioner Schreiner seconded the motion. All Commissioners voting Aye, except Commissioner Mayhew who abstained, the motion passed.

Committee Reports

Personnel Committee – Commissioner Schreiner reported the Personnel Committee did not meet.

Finance Committee – Commissioner Mayhew reported the Finance Committee met, reviewed and approved the balance sheet, income statement, and variance reports. He noted the cash in all three utilities has dropped due to a bond payoff and a slow down in receivables. Mr. Mayhew also noted OPU's debt is getting smaller in relation to profitability. The Committee also approved \$6,874,445.25 in vouchers.

City Administrator's Report

City Administrator Busse reported the City Council met in joint session with the County, School Board and OPU to discuss budgets, and areas where more collaborative efforts can be taken to save money for each entity. It was noted, there are several areas where all the entities already work together effectively.

Contributed Services

The Contributed Services report as of January 31, 2009 was presented to the Commission. The Commission signed the report.

General Manager/Staff Report

Director, Electric, Engineering & Meter Services Johnson reported on a small outage in the Federated Mall area, as well as, a water main that was fixed over the past week.

Director, Gas, Water & Power Production Green reported, he, and Jim Borowitz, met with Jay Johnson from Bushel Boy to discuss their natural gas hedging program. Mr. Green also discussed the natural gas market prices and the position of the current natural gas market. Mr. Green concluded by discussing rebates for the new Gopher Sports building.

Manager, Energy Management & External Relations Warehime reported, in conjunction with SMMPA, a two day motor training seminar was held at the Viracon facility. Mr. Warehime also noted, OPU hosted a meeting for the local Habitat for Humanity chapter, and mentioned discussions included building their next home as “green”. Mr. Warehime concluded by informing the Commission the Home Energy Reports will begin to be distributed to residences in March.

Manager, HR, Safety, Risk & Loss Control Madson reported OPU is currently advertising for a replacement for the Supervisor, Electric Services. She noted the application deadline is March 4th.

Commission Roundtable

Commissioner Schreiner – The Personnel Committee will be meeting next month on the General Manager’s annual review.

Commissioner Stansberry – Pleased to see the Home Energy Reports will be going out to the customers. This is a timely report and thanks for all the work on implementing this project.

Commissioner Mayhew – When will the auditors be in-house? Mr. Bruno reported the week of April 6th.

Commissioner Emanuelson – Nothing.

Adjournment

There being no further business to come before the Commission, Commissioner Schreiner moved to adjourn the meeting. Commissioner Mayhew seconded the motion. All Commissioners voting Aye, the meeting adjourned at 4:28 p.m.

Respectfully submitted,

Tammy Schmoll
Executive/HR Assistant