

The Owatonna Public Utilities Commission met in regular session in the Commission Room. Present were Commissioners Schreiner, Stansberry, Ihrke, Cosens & Simon. Also present were General Manager Bruno; City Administrator Busse; 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; Executive/HR Assistant Schmoll; and Accountant Teresa Hottman. Other guests included Mayor Tom Kuntz.

Executive/HR Assistant Schmoll led the Pledge of Allegiance.

Minutes

The Minutes from the June 22, 2010 Commission meeting were presented to the Commission. City Administrator Busse requested changes to the City Administrator's Report. The Minutes will be updated and presented at the August Commission meeting.

Committee Reports

Finance Committee – Commissioner Cosens reported the Committee met, reviewed and approved Vouchers totaling \$4,394,188.26.

Personnel Committee – The Personnel Committee did not meet. Manager, HR, Safety, Risk & Loss Control Madson reported applications are being accepted for the position of Director, Financial & Administrative Services. It was reported the City of Owatonna will be looking for a Finance Director, as well. OPU Management and the City Administrator will review the two positions to evaluate if it is possible to share the position to save each company costs.

City Administrator's Report

City Administrator Busse reported the replacement process for the Chief of Police is moving along. The time line for accepting applications was moved to the end of July. The public forum is scheduled for August 9th. A candidate will be chosen sometime in September.

Mayor Tom Kuntz thanked the Commission for allowing him to attend the APPA National Conference and the Policy Makers Council meeting. Mayor Kuntz recapped each of the meetings.

Contributed Services

General Manager Bruno distributed and discussed historical graphs on Contributed Services. The Contributed Services report as of June 30, 2010 was presented to the Commission. The Commission signed the report.

General Manager/Staff Report

General Manager Bruno reported the possible purchase of land on Lemond Road will no longer take place. The land owner raised the price of the land so we declined to move forward.

General Manager Bruno requested the August Commission meeting be moved from August 24, 2010 to August 26, 2010 due to Mr. Bruno attending the MMUA Annual Meeting in Alexandria. The Commission concurred.

General Manager Bruno introduced John Hortop the new supervisor of the Gas, Water, Buildings and Grounds area, replacing Doug Bendorf. Mr. Hortop gave a brief background on himself. The Commission congratulated and welcomed Mr. Hortop.

Manager, Energy Management & External Relations Warehime reported the Home Energy Reports are now available on-line for customers. Customers will be able to find additional tips to be more efficient. Mr. Warehime further noted the Energy Audit program will be touted at the Steele County Free Fair booth this year.

Director, Gas, Water & Power Production Green reported a peak alert was called and that a new peak was set.

Director, Engineering, Electric & Meter Services Johnson distributed and discussed the outage report for the first half of the year. Mr. Johnson next discussed the backflow prevention program with the Commission. He noted, following industry standards, we are requiring annual inspections and tests on sprinkler systems. Although the tests are not legal mandates, it is OPU's mandated responsibility to protect the water system. Mr. Johnson further explained OPU's policy and how the policy is being enforced.

Manager, HR, Safety, Risk & Loss Control Madson reported the Engineering Technician position vacated by Mr. Hortop's promotion is posted internally until August 6th.

Commission Roundtable

Commissioner Simon – Nothing.

Commissioner Ihrke – Welcomed Mr. Hortop and noted he likes the weekly updates Mr. Bruno sends.

Commissioner Stansberry – Thanked Mr. Bruno and Mr. Warehime for appearing on the Owatonna Today Show.

Commissioner Cosens – Congratulated Mr. Hortop on his promotion.

Commissioner Schreiner – Nothing.

Adjournment

There being no further business to come before the Commission, Commissioner Cosens moved to adjourn the meeting. Commissioner Ihrke seconded the motion. All Commissioners voting Aye, the meeting adjourned at 4:52 p.m.

Respectfully submitted,

Tammy Schmoll
Executive/HR Assistant