

The Owatonna Public Utilities Commission met in rescheduled session in the Morehouse Conference Room at the Owatonna Public Utilities. Present were Commissioners Schreiner, Kottke, and Simon. Commissioner Stansberry attended by phone and Commissioner Cosens was absent. Also present were General Manager Fritsch; City Administrator Busse; Chief Financial Officer Fondell; Director, Engineering Johnson; Director, Field Operations Warehime; Manager, Human Resources Madson; Executive, HR & Administration Coordinator Schmoll; and Marketing/Energy Conservation Officer Hendricks. Other guests included Mayor Tom Kuntz.

Commissioner Schreiner led the Pledge of Allegiance.

Minutes

The Minutes from the regular meeting of February 25, 2016 were presented to the Commission. Commissioner Schreiner moved to approve the Minutes as presented. Commissioner Simon seconded the motion. All Commissioners voting Aye, the motion passed.

Committee Reports

Finance Committee – Commissioner Simon reported the Finance Committee met, reviewed and approved Vouchers totaling \$5,120,637.98. There were five work order additions that were also approved.

Personnel Committee – Commissioner Stansberry reported the Personnel Committee had not yet met for March but there was a meeting scheduled the following week.

City Administrator's Report

City Administrator Busse reported the City is reviewing the results of the Compensation Study and determining the impact it will have on financials. She further reported road construction for the season will begin shortly and updated the Commission on the areas of focus. In closing Mrs. Busse reported the City is wrapping up their Strategic Planning.

Investment of Funds Resolution

General Manager Fritsch presented a resolution to the Commission for Investment of Funds. He noted this resolution was previously adopted by the Commission. The resolution outlines who is responsible for investing funds. The only change in the resolution is to update the title of the person authorized to invest funds from Director, Financial & Administrative Services to Chief Financial Officer. Commissioner Schreiner moved to approve the Resolution as submitted with the only change being in the title of the person authorized to invest funds. Commissioner Simon seconded the motion. All Commissioners voting Aye, the motion passed.

Contributed Services

The Contributed Services report as of February 29, 2016 was presented to the Commission. The Commission signed the report.

Operations/Scorecard

General Manager Fritsch presented an updated scorecard to the Commission. Staff recapped changes in the February scorecard.

General Manager/Staff Reports

General Manager Fritsch reported to the Commission, OPU will be receiving the APPA Reliable Public Power Provider (RP3) award at the Engineering & Operations Conference the following week. He noted the celebration with employees will be held at the All Employee meeting of April 12th.

General Manager Fritsch discussed potential changes in the Southern Minnesota Municipal Utilities Association (SMMPA) Agency agreement. The potential changes are being considered to allow different types of members into the Agency. One potential membership type being considered is a Project member whereby certain members would only be involved in certain projects & would not have a say in any other activities of the Agency. There will be a lot more information coming to the Commission at future meetings.

Marketing/Energy Conservation Officer Hendricks reported SMMPA with all their members were named Energy Star Partner of the Year for 2016. He noted this is a Nationwide award. In the past, SMMPA received the award in 2003, 2004 and 2010.

Chief Financial Officer Fondell reported the Auditors will be at the next Commission meeting to provide the Annual Report. Mrs. Fondell further reported in 2012 OPU began using the State Revenue Recapture program to recover past due accounts. To date, that program has collected approximately \$71,000. We do not have to pay any fees for accounts collected by Revenue Recapture either.

Commission Roundtable

None of the Commissioners present had anything additional to add.

Audience Comments

Mayor Tom Kuntz thanked the Commission for allowing him to attend the 2016 APPA Legislative Rally in Washington, DC. Mayor Kuntz updated the Commission on legislative issues related to Cities and Utilities. Mayor Kuntz closed by thanking the Commission for their commitment to keeping reliability high and rates low.

Adjournment

There being no further business to come before the Commission, Commissioner Simon moved to adjourn the meeting. Commissioner Schreiner seconded the motion. All Commissioners voting Aye, the meeting adjourned at 4:31 p.m.

Respectfully submitted,

Tammy Schmoll
Executive, HR & Administration Coordinator