

The Owatonna Public Utilities Commission met in regular session in the Morehouse Conference Room at the Owatonna Public Utilities. Present were Commissioners Simon, Rossi, Cosens, Kottke and Doyal. Also present were General Manager Fritsch; City Administrator Busse; Chief Financial Officer Fondell; Director, Engineering Johnson; Director, Field Operations Warehime; Manager, Human Resources Madson; Supervisor, Accounting Brase; Customer Care Supervisor Van Esch; Executive, Communications & Administration Coordinator Schmoll; and Energy Conservation & Key Accounts Officer Hendricks. Other guests included Kyle Siebold from Wells Fargo Bank.

Commissioner Simon led the Pledge of Allegiance.

Minutes

The Minutes from the April 24, 2018 Commission meeting were presented to the Commission. Commissioner Rossi moved to approve the Minutes as presented. Commissioner Kottke seconded the motion. All Commissioners voting Aye, the motion passed.

Election of Officers

Commissioner Kottke presented a slate of officers to nominate Commissioner Rossi as President, Commissioner Kottke as Vice President, that nominations cease and a unanimous ballot be cast. Commissioner Doyal seconded the motion. All Commissioners voting Aye, the motion passed. Commissioner Rossi took control of the meeting.

President Rossi announced Commissioner Doyal will be the chairperson for the Finance Committee consisting of Commissioners Doyal and Simon with President Rossi as an ex officio member. Commissioner Cosens will be chairperson of the Personnel Committee consisting of Commissioners Cosens and Kottke with President Rossi as an ex officio member.

Committee Reports

Personnel Committee – Commissioner Rossi reported the Personnel Committee met and received a staffing update. He noted we are actively looking for a new journeyman lineman to replace Nick Johnson who resigned. Also, the process for finding a new general manager is beginning.

Finance Committee – Commissioner Kottke reported the Finance Committee met, reviewed and approved Vouchers totaling \$4,740,690.92. He further reported the Committee approved two work order additions for work in the gas utility.

City Administrator's Report

City Administrator Busse reported street construction is in full swing. She discussed which areas are being worked on including apartment building projects in the downtown area.

Contributed Services

The Contributed Services report as of April 30, 2018 was presented to the Commission. The Commission signed the report.

Operations/Scorecard

The Operations/Scorecard for April 2018 was presented to the Commission. There was not further discussion.

General Manager/Staff Report

General Manager Fritsch gave an update on service territory feeling an agreement was close to being reached.

Chief Financial Officer Fondell gave a presentation on the process staff went through to ensure OPU is receiving the best banking options available. She reported a banking RFP was sent out to 9 local institutions with 7 submitting proposals. Three finalists were selected. Mrs. Fondell covered the scoring criteria and decisions used to select the final candidate and discussed the advantages and disadvantages for changing banks. Staff's recommendation to the Commission based on the findings, is to switch to Bremer Bank over the next several months with full implementation by September 4, 2018. The Commission concurred.

Commissioner Simon left the meeting.

Energy Conservation and Key Accounts Officer Hendricks reported the annual conservation reporting for the State is complete noting OPU met their savings goals.

Commission Roundtable

Commissioner Cosens thanked Commissioner Simon for his leadership of the Commission over the past year.

Commissioner Kottke thanked everyone for their work on the banking RFP.

Commissioner Rossi thanked Mrs. Fondell and Ms. Van Esch for their work with a stressful customer situation.

Audience Comments

Kyle Siebold, Wells Fargo Bank, stated he was sorry to hear the news OPU was switching to another bank and expressed his regret for not being able to retain OPU as a customer.

Adjournment

There being no further business to come before the Commission, Commissioner Cosens moved to adjourn the meeting. Commissioner Kottke seconded the motion. All Commissioners voting Aye, the meeting adjourned at 4:39 p.m.

Respectfully submitted,

Tammy Schmoll
Executive, Communications & Administration Coordinator