

**NINTH ANNUAL
JOINT UTILITY
TRAINING WORKSHOP**

January 24, 25, 26 - 1984



**RAMADA INN
605-336-0650**

**HOWARD JOHNSON
MOTOR LODGE
605-336-9000**

SIOUX FALLS, S.DAK.

Sponsored By

**JOINT UTILITY TRAINING COMMITTEE
(JUTS)**

SOUTH DAKOTA ELECTRIC COUNCIL

PROGRAM

SESSIONS PROGRAM INFORMATION

Each session is designed as a 16-hour minicourse. Registration will be for one session only per individual. You will remain in that session for the entire length of the course. Some class sessions will be split to reduce class size and use laboratory facilities. Certificates will be sent to your respective company if attendance has been continuous.

REGISTRATION

Pre-Paid Registration
\$30.00 Per Person

Tuesday, January 24, 1984

Ramada Inn

10:00 a.m. to 12:00 p.m.

LUNCHEON

Wednesday, January 25, 1984

Ramada Inn

12:00 p.m. to 1:00 p.m.

All session times will be:

Tuesday	1:00 p.m. to 5:00 p.m.
Wednesday	8:00 a.m. to 12:00 Noon 1:00 p.m. to 5:00 p.m.
Thursday	8:00 a.m. to 12:00 Noon

SESSION I

LEADERSHIP SEMINAR

No

Registration Fee \$30.00

Title: Basic Supervisory Skills

Description: Topics will include the following:

Your Organization and You
The Adult Learning Process
The Human Touch at Work
The Critical Shift
Styles of Supervision
The Supervisor as Motivator
The Supervisor as Counselor
The Psychological Contract
Complaints and Grievances

Coordinator: Merlyn Wookey

Instructor: Kurt Peters
Montana-Dakota Utilities Co.
Bismarck, ND

Course limited to a maximum of 20 students.

SESSION II

TRENCHER - AERIAL - DIGGER DERRICK

No

MAINTENANCE OPERATION AND TESTING

Registration Fee \$30.00

Title: Operator's Seminar on Hydraulic Line and
Aerial Equipment

Description: This course is designed for operators and maintenance personnel of bucket trucks, digger derricks and trenchers. The course will cover safety, proper operation, hydraulics and maintenance of equipment. A special section on testing and inspection will also be presented.

PART I

Title: Safety Tests and Inspection of Aerial Equipment
(4 hour presentation) ok

Instructor: Clarence A. Larson, Manager, Test Operation ATC,
St. Paul, MN

PART II

Title: Aerial Equipment Operation and Maintenance
(6 hour presentation) ok

Instructors: Dick Kennedy, Territorial Manager,
Road Machinery & Supplies, Bloomington, MN
Ron Doll, Customer Relations,
Road Machinery & Supplies, Bloomington, MN

PART III

Title: Trencher Operations Safety and Maintenance
(6 hour presentation) No

Instructor: Kevin Klein, President, Vermeer Equipment
of Nebraska, Inc., Lincoln, NB

Coordinator: Andy Jensen

Joy R
Don B

SESSION III

UNDERGROUND AND OVERHEAD SYSTEM

OPERATION AND SAFETY

Registration Fee \$30.00

Description: Course is designed for operating, maintenance and design personnel. Topics covered are common to all electric utilities and a good session to ask questions.

Title: RADIO INTERFERENCE (1 hour)

Instructor: Sid Hanson, NSP Co., Sioux Falls, SD

Title: EFFECT OF FAULT CURRENT ON METERING, CARE AND USE OF RUBBER GLOVES (3 hours)

Instructor: Art Stortroen, Otter Tail Power Co., Wahpeton, ND

Title: WOOD PRODUCTS INSPECTION (2 hours)

Instructor: Philip Opsal, Jason Associates, Inc., Fort Collins, CO

Title: OVERHEAD COVERUP AND TESTING OF ENERGIZED CONDUCTORS (2 hours)

Instructors: Robert W. Roth, Fresco, Inc., Minneapolis, MN
Kevin Deady, W.H. Salisbury Co., Skokie, IL

Title: UNDERGROUND SWITCHES, FAULT INDICATORS AND UNDERGROUND FUSING (4 hours)

Instructor: Doug Nelson, Border States Electric, Fargo, ND

Title: SWITCHING OF UNDERGROUND MODULES, SINGLE AND 3 PHASE PAD MOUNT TRANSFORMERS (4 hours)

Instructor: Steve Bode, Plainsco, Aberdeen, SD

Coordinators: Norman Anderson, Willy Haufschild,
Jim Mergen, Rich Krell

SESSION IV

OCR AND REGULATOR MAINTENANCE

No

Registration Fee \$30.00

Description: A 4-hour minicourse on testing, maintenance and operating regulators, a regulator and parts will be available for watching in operations. Other regulators will be available for repair, a short course on voltage settings will be held.

Instructor: Allan Beyer, East River Electric, Madison, SD

Description: An 8-hour minicourse on testing, maintaining and operating reclosers. We will have many different types of reclosers on hand. We also encourage you to bring a recloser with you for the workshop.

Instructor: Ed Otto, Ed's Reclosers, Soloman, KS

Description: A 4-hour basic maintenance minicourse on electronic reclosers. Covers maintenance instructions for electronic control and its operating principles and instructions for periodic inspection and testing.

Instructors: Chuck Snail, McGraw-Edison, Downers Grove, IL
Virgil Haugen, McGraw-Edison, Minneapolis, MN

Coordinators: Duane Vlasman, Roger Nagel

SESSION V

Doug
Dave

ELECTRIC METERING

Registration Fee \$30.00

Description: A course for metermen and utility employees who occasionally are called on to perform metering duties. Topics covered will be basic metering principles, single phase and three phase meters, demands, magnetic tapes, self contained and instrument transformer installations. A "hands-on" clinic will be held for wiring of various types of metering installations using instrument and phase shifting transformers. 12 hours.

Instructor: Mike Cannon, Westinghouse Electric Corporation, Sioux City, IA

Description: Detection of energy diversion. (1 hour)

Instructor: Art Kolle, Otter Tail Power Company, Fergus Falls, MN

Description: Metering safety for the meterman. (1 hour)

Instructor: Ron Torp, Northern States Power Company, Minneapolis, MN

Description: Meter accuracy from disc shaft to the customer's bill. (1 hour)

Instructor: Ron Torp, Northern States Power Company, Minneapolis, MN

Description: Panel discussion on practices used in meter departments. Bring your questions and comments about metering practices and find out how similar situations are handled by other meter departments. (1 hour)

Instructors: Supervisors of various meter departments.

Coordinators: Merlyn Wookey, G.E. Swanson

SESSION VI

No

RED CROSS MULTI-MEDIA (First Aid) & CPR

Registration Fee \$30.00

Description: The standard first aid course offered by the American Red Cross Multi-Media method provides solid first aid training to deal with common emergencies. It features filmed demonstrations, guided practice sessions and programmed workbooks. CPR trains persons to administer effective cardiopulmonary resuscitation to victims whose heart and breathing are not functioning.

Instructor: Frank Harrington, American Red Cross, Minnehaha County Chapter, Sioux Falls, SD

Coordinator: Al Kubousek

NOTE: Persons taking this session and instructing a supervised Red Cross course will qualify as Red Cross instructors. The course for men and women is limited to a maximum of 14 students.

SESSION VII

BASIC ELECTRICITY

No

TRANSFORMER CONNECTIONS

AND PHASING

Registration Fee \$30.00

PART I

Title: Basic Electricity

Description: Basic Electricity is an 8-hour course designed to help linemen relate basic electricity to his everyday work activities such as transformers capacitors, metering, system design, regulation and coordination.

Instructor: Dennis Merchant, Vo-Tech School, Mitchell, SD

PART II

Title: Transformer Connections and Phasing

Description: Workshop is an 8-hour course designed to give line personnel a non-technical basic review of single and three phase power. Course will help explain and analyze electrical problems in three phase power rotation, delta-wye connections, as well as exercises in power troubleshooting single and three phase generators in conjunction with three phase power banks.

Instructor: Gordon Solee, Otter Tail Power Company,
Fergus Falls, MN

Coordinator: Wayne Pool

SESSION VIII

DEFENSIVE DRIVING & ACCIDENT PREVENTION

No

Registration Fee \$30.00

PART I

Title: Chain Saw Safety and Maintenance

Description: A 4-hour presentation on chain saws, includes safety and maintenance.

Instructors: Bob Orline, MON-DAK Distributors, Inc.,
Rapid City, SD
Maury Richardson, Maury's Repair, Sioux Falls, SD

PART II

Description: A 4-hour accident review which includes the actual experiences of an accident victim. This is a very motivating presentation which is something you will never forget.

Instructor: Robert Mills, Pierre, SD

PART III

Title: Defensive Driving

Description: An 8-hour course on defensive driving.

Instructor: Gary Paganini, South Dakota Safety Council,
Sioux Falls, SD

Coordinator: Pete Swanson

Course limited to 35 students.

JOINT UTILITY TRAINING COMMITTEE

Chairman:

Vic Graham, Northern States Power Co., Sioux Falls, SD

Vice President:

Duane Vlasman, East River Electric, Madison, SD

Secretary:

Merlyn Wookey, Northwestern Public Service Co., Huron, SD

Treasurer:

Roger Nagel, South Dakota Rural Electric Association, Pierre, SD

Registration:

Mary Ellen Wagner, South Dakota Rural Electric Association,
Pierre, SD

South Dakota Electrical Council:

Al Ringgenberg, Ringgenberg Electric, Aberdeen, SD

JUTS MEMBERS

South Dakota Rural Electrics:

Norman Anderson, Charles Mix Electric, Lake Andes, SD

David Coyle, Oahe Electric, Blunt, SD

Rich Krell, S.D. Rural Electric Association, Pierre, SD

G.E. Swanson, Rosebud Electric, Gregory, SD

John Wheeler, Butte Electric, Newell, SD

Investor-Owned Electric Utilities:

Willy Haufschild, Montana-Dakota Utilities, Mobridge, SD

Al Kubousek, Otter Tail Power Co., Milbank, SD

Everett Pompy, Black Hills Power & Light Co., Rapid City, SD

Municipal Electric Utilities:

Andy Jensen, Brookings Municipal Utilities, Brookings, SD

Jim Mergen, Sioux Falls Light Department, Sioux Falls, SD

Pete Swanson, Watertown Municipal Utilities, Watertown, SD

The JUTS Committee would like to thank the following instructors and their companies for their participation in the Ninth Annual Joint Utility Training Workshop. Without their involvement, this program would not be possible.

All instructors are cordially invited to breakfast at 7 a.m. on Wednesday, January 25 and Thursday, January 26 at Howard Johnson's -- compliments of the JUTS Committee.

Allan Beyer	East River Electric Madison, SD
Steve Bode	Plainsco Aberdeen, SD
Mike Cannon	Westinghouse Sioux City, IA
Don Carsten	Minnkota Electric Minneapolis, MN
Kevin Deady	W.H. Salisbury Co. Skokie, IL
Ron Doll	Road Machinery & Supplies Bloomington, MN
Sid Hanson	Northern States Power Co. Sioux Falls, SD
Virgil Haugen	McGraw-Edison Minneapolis, MN
Frank Harrington	American Red Cross Sioux Falls, SD
Dick Kennedy	Road Machinery & Supplies Bloomington, MN
Kevin Klein	Vermeer Equipment of Nebraska, Inc. Lincoln, NE

Art Kolle <i>1-218-736-5411</i>	Otter Tail Power Company Fergus Falls, MN
Clarence Larson	ATC Test Center St. Paul, MN
Dennis Merchant	Vo-Tech School Mitchell, SD
Robert Mills	Pierre, SD
Doug Nelson	Border States Electric Fargo, ND
Philip Opsal	Jason Associates, Inc. Ft. Collins, CO
Robert Orline	MON-DAK Distributing, Inc. Rapid City, SD
Ed Otto	Ed's Reclosers Service Soloman, KS
Gary Paganini	South Dakota Safety Council Sioux Falls, SD
Kurt Peters	Montana-Dakota Utilities Bismarck, ND
Maury Richardson	Maury's Repair Sioux Falls, SD
Robert W. Roth	Fresco, Inc. Minneapolis, MN
Chuck Snail	McGraw-Edison Downers Grove, IL
Gordon Solee <i>20/gump</i>	Otter Tail Power Company Fergus Falls, MN <i>215 South Cascade St 56537</i>
Art Stortroen	Otter Tail Power Company Wapeton, ND
Ron Torp	Northern States Power Company Minneapolis, MN

REGISTRATION FORM
JOINT UTILITY TRAINING WORKSHOP

Company _____

Address _____

TYPE OR PRINT NAME AS IT SHOULD APPEAR ON THE CERTIFICATE

Session Number	Name
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	

REGISTRATION FEE: For all the sessions: \$30.00 per student. PREPAID.

- I LEADERSHIP SEMINAR
- II TRENCHER - AERIAL-DIGGER DERRICK, MAINTENANCE OPERATION & TESTING
- III UNDERGROUND & OVERHEAD SYSTEM OPERATION & SAFETY
- IV OCR & REGULATOR MAINTENANCE
- V ELECTRIC METERING
- VI RED CROSS MULTI-MEDIA (FIRST AID) & CPR
- VIII DEFENSIVE DRIVING & ACCIDENT PREVENTION
- VII *BASIC ELECTRICITY TRANSFORMER CONNECTIONS AND PHASING*

Some sessions have limited enrollments, so make your reservations promptly.

Please submit payment with registration. Make checks payable too: Joint Utility Training Workshop. Refunds and changes in registration will be allowed up to January 13, 1984.

Send Check and registration form too:

South Dakota Rural Electric Association
Attention: JT&S Department
Box 1138
Pierre, SD 57501