

The MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

Vice President Joos called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., April 1, 2019.

MEMBERS PRESENT: Commissioners Joos, Meyer, Clay and Mocol. Also present, Liaison Lehman, Utilities Manager Crooks, Finance Director Schmid, Water Superintendent Schemel and Marketing/Customer Relations Director Walsh. Commissioner Amundson was absent as previously advised.

Motion by Clay, seconded by Meyer to approve the minutes of the March 18, 2019 Commission meeting. Motion carried.

Under Communications, Utilities manager Crooks welcomed Kathi Mocol as our new SPU Commissioner.

Vice President Joos offered the agenda for approval.

Motion by Meyer, seconded by Clay to approve the agenda as presented. Motion carried.

Motion by Mocol, seconded by Clay to approve the Consent Business agenda as presented. Commissioner Meyer asked that Item 8b: Quarterly Nitrate Results be taken off of consent business. Amended motion was accepted and carried.

Vice President Joos stated that the Consent Items were: Item 11a: Website Analytics – Review and 2019 February Financial Results.

The warrant listing for bills paid April 1, 2019 was presented.

Motion by Meyer, seconded by Mocol to approve the warrant listing dated April 1, 2019 as presented. Motion carried.

Liaison Lehman presented his report. Expansion of TIF districts for the Canterbury and old City Hall sites will be discussed at the next City Council meeting. Comments regarding coordination of the City 2040 Comp Plan and SPU's Water Supply Plan will be made during Item 8c: 2019 Water Supply Plan Report.

Water Superintendent Schemel provided a report of current water operations. It was reported that Well #2 and Water Storage Tank #2 are now back in service after completing scheduled maintenance.

Quarterly Nitrate Results were reviewed by Mr. Crooks. The Commission adopted sampling procedure and protocol were discussed. More detailed information will be brought back to the next meeting.

Mr. Crooks presented the DNR (February 15, 2019) approved 2017 Water Supply Plan. Discussion then centered on a letter written to the Commission from the Shakopee City Administrator. The Commissioners received the letter on Saturday March 30. SPU Staff received the letter today. The letter had been forwarded to the Utilities Manager on Sunday. There were 21 comments contained in the letter with requests for information on each item. Staff did not have time to respond to each point. The Commission directed Staff to respond to each of the 21 items in the letter and bring back those responses to the next Commission meeting.

Staff was directed to share the future draft facilities map with the City and to continue exchanging the information necessary to ensure both the City's 2040 Comprehensive Plan and the Commission's 2018 Comprehensive Water System Plan and Commission's Water Supply Plan are in synch and fully coordinated.

Mr. Crooks provided a report of current electric operations. There were two electric outages to review. One was caused when a car knocked down a power pole and the second was a caused by a failed transformer. Construction projects were updated.

Mr. Crooks read the March 2019 MMPA Board Meeting Summary.

Mr. Crooks reviewed the SPU/MMPA Energy Education Program for Shakopee High School students that took place in March.

Item 11a: Website Analytics – Review was received under Consent Business.

Mr. Crooks presented the SPU Governance Handbook for Commission review. Commissioners were asked to sign an acknowledgment page within the document.

Mr. Crooks presented an overview of Commission Meeting Protocol and Procedure.

Vice President Joos announced the 2019 election for officers and officials to the Shakopee Public Utilities Commission. Each officer; President, Vice President and Secretary, are to be elected to a 1-year term.

Mr. Crooks called for nominations for the office of President of the Shakopee Public Utilities Commission.

Motion by Clay to nominate Commissioner Joos for the office of President of the Shakopee Public Utilities Commission. There were no further nominations.

Mr. Crooks moved to close the nominations and move to Commission vote. Vote was unanimous. Motion carried.

Mr. Crooks acknowledged the vote and Commissioner Joos was elected unanimously to the office of President of the Shakopee Public Utilities Commission.

Mr. Crooks called for nominations for the office of Vice President of the Shakopee Public Utilities Commission.

Motion by Meyer to nominate Commissioner Amundson for the office of Vice President of the Shakopee Public Utilities Commission. There were no other nominations.

Mr. Crooks moved to close the nominations and move to Commission vote. Vote was unanimous. Motion carried.

Mr. Crooks acknowledged the vote and Commissioner Amundson was elected unanimously to the office of Vice President of the Shakopee Public Utilities Commission.

Mr. Crooks called for nominations for the office of Secretary to the Shakopee Public Utilities Commission.

Motion by Joos to nominate Utilities Manager Crooks for the office of Secretary to the Shakopee Public Utilities Commission. There were no further nominations.

Mr. Crooks moved to close the nominations and move to Commission vote. Vote was unanimous. Motion carried

The vote was acknowledged and Mr. Crooks was elected unanimously for the office of Secretary to the Shakopee Public Utilities Commission.

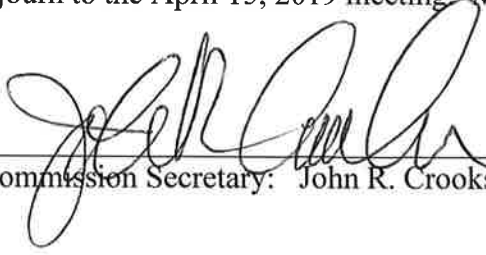
President Joos then set to make the appointment for the Representative to the Minnesota Municipal Power Agency (MMPA) for the Shakopee Public Utilities Commission. Utilities Manager Crooks was re-appointed as Representative to MMPA for the Shakopee Public Utilities Commission.

President Joos then set to make the appointment for the Alternate Representative to MMPA for the Shakopee Public Utilities Commission. Commissioner Amundson was re-appointed as Alternate Representative to MMPA for the Shakopee Public Utilities Commission.

Item 11f: 2019 February Financial Results was received under Consent Business.

The tentative commission meeting dates of April 15 and May 6 were noted.

Motion by Meyer, seconded by Clay to adjourn to the April 15, 2019 meeting. Motion carried.


Commission Secretary: John R. Crooks