

MINUTES  
OF THE  
SHAKOPEE PUBLIC UTILITIES COMMISSION  
(Regular Meeting)

President Amundson called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., July 6, 2020.

MEMBERS PRESENT: Commissioners Amundson, Meyer, Mocol, Brennan and Fox. Utilities Manager Crooks, Planning and Engineering Director Adams, Electric Superintendent Drent, Marketing/Customer Relations Director Walsh, as well as Commissioners Meyer, Mocol, Brennan and Fox attended via WebEx.

Commissioner Brennan stated the motion to investigate shared services with the City of Shakopee should have stated July 6, instead of the end of July.

Motion by Mocol, seconded by Brennan to approve the amended minutes of the June 15, 2020 Commission meetings. Motion carried.

SPU Legal Counsel, Kaela Brennan with McGrann Shea, requested the minutes for the Special meeting held on July 24 should state that both attorneys recommended against making any pension changes prior to the results of the investigation.

Motion by Meyer, seconded by Mocol to approve the amended minutes as requested. Motion carried.

Under Communications, Resolution #1272 – In Appreciation of Renee Schmid was requested to be tabled until the investigation findings are presented.

Motion by Brennan, seconded by Mocol to table Resolution #1272 – In Appreciation of Renee Schmid until the conclusion of the investigation. Motion carried, with Commissioners Amundson and Meyer dissenting.

President Amundson offered the agenda for approval. It was requested by President Amundson to move Agenda Item 11a: Investigation Attorneys – Recommendations Discussion be moved forward in the agenda and follow the Liaison Report.

Motion by Meyer, seconded by Brennan to approve the amended agenda as described. Motion carried.

There were four items on Consent Business for the agenda; Item 8f: Quarterly Nitrate Results, Item 11c: Financial Results – May 2020, Item 11d: COVID Financial Dashboard and Item 11f: Website Analytics – Quarterly Review.

Commissioner Brennan requested Item 11c: Financial Results – May 2020 be taken off of Consent Business.

Motion by Meyer, seconded by Fox to approve the Consent Business as requested. Motion carried.

The warrant listing for bills paid July 6, 2020 was presented.

Motion by Meyer, seconded by Mocol to approve the warrant listing dated July 6, 2020 as presented. Motion carried.

Commissioner Brennan presented the Liaison Report. The City is beginning their budget season and anticipate a deficit of \$1,500,000. The deficit is mainly due to the impact of COVID 19. The City of Shakopee also completed equity training for their staff. SPU will look into providing similar training at a future date.

Korine Land with LeVander, Gillen and Miller requested direction from the SPU Commission in regards to providing recommendations pending the results of the investigation. Ms. Land stated the investigation should be wrapping up at the end of July. Potential dates to present the findings to the Commission were discussed.

Motion by Brennan, seconded by Mocol to have the investigating attorney, Korine Land, provide recommendations and the results of the investigation to the Commission in a Special Closed Meeting on Thursday, August 13, 2020. Motion carried.

Utilities Manager Crooks provided a report of current water operations. Water pumpage averaged 7.3 million gallons per day for the month of June. Crews continue their progress on the 2020 hydrant flushing program. Mr. Crooks also discussed an issue with a contractor using a hydrant that the City requested they not use.

Motion by Meyer, seconded by Fox to offer Resolution #1273. A Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described as: Powers 2<sup>nd</sup> Addition. Ayes: Fox, Brennan, Mocol, Meyer and Amundson. Nays: None. Motion carried. Resolution passed.

Motion by Meyer, seconded by Brennan to table Resolution #1274. A Resolution Setting the Amount, Approving of Its Collection and Authorizing Water Service to Certain Property Described as: Windermere South 3<sup>rd</sup> Addition with the Exception of Lot 17, Block 1 and Out Lot A. Motion carried.

Motion by Meyer, seconded by Mocol to offer Resolution #1275. A Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service

to Certain Property Described as: River Bluff Addition. Ayes: Fox, Brennan, Mocol, Meyer and Amundson. Nays: None. Motion carried. Resolution passed.

Planning and Engineering Director Adams reviewed a Utility Facilities Easement Agreement required by the City of Shakopee with all new developments. This agreement is needed for the Windermere Booster Station.

Motion by Meyer, seconded by Brennan to approve the Utility Facilities Easement Agreement and authorize its execution by the Commission President and Utilities Manager. Motion carried.

Item 8f: Quarterly Nitrate Results was received under Consent Business.

Electric Operations were reviewed by Electric Superintendent Drent. Twelve electric outages were reported and discussed. Most of outages were a result of two large storms affecting the area. One was caused by a squirrel. An electric system peak was reached last week at 96MW. Construction project updates were provided. There was follow up discussion on SPU's squirrel guard program, storm response times and a communications failure with a radio.

Mr. Crooks read the MMPA Board Meeting Public Summary for June 2020.

Shared Services between the SPU Utilities and the City of Shakopee was discussed. Mr. Crooks provided an overview of the initial meeting with Assistant City Administrator Nate Burkett that took place June 25, 2020.

Financial results for May 2020 were taken off of Consent Business by Commission Brennan. Clarification was requested regarding the terms, Water Connection Charge and Water Capacity Charge. The SPU Water Policy Manual will be amended to clarify the terminology.

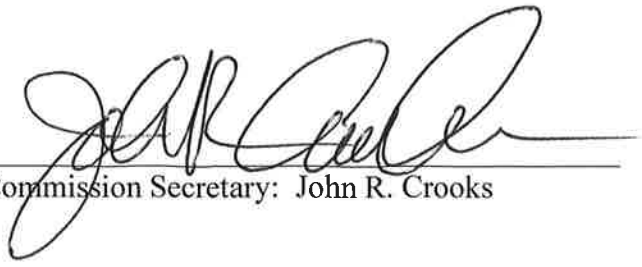
Item 11b: COVID Financial Dashboard was received under Consent Business.

Marketing/Customer Relations Director Walsh presented an update on the COVID impact on SPU customer accounts. Collection service orders, collection letters, convenience fees and penalties were discussed. Past due amounts are increasing with a small segment of our residential customer base.

Motion by Meyer, seconded by Fox to direct staff to provide a feasibility study to determine how SPU reserves could be used to fund a program in providing financial relief to residential customers affected by COVID 19. Staff should provide a criteria that would be used to determine who would qualify and bring the information back to a Commission meeting as soon as it is developed. Motion carried.

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

Motion by Mocol, seconded by Meyer to adjourn to the Regular Meeting to take place on July 20, 2020. Motion carried.



Commission Secretary: John R. Crooks