

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., June 15, 2020.

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

Motion by Mocol, seconded by Fox to approve the minutes of the June 1, 2020 Commission meetings. Motion carried.

Under Communications, Commissioner Brennan thanked Mr. Crooks for resolving a water issue with a HOA.

President Amundson offered the agenda for approval.

Commissioner Mocol requested a numbering change for the agenda items listed under 11: General. It was requested to move Item 11c: Commission/City Shared Services Discussion to Item 11a and have the other items renumbered accordingly. It was also requested to add Item 11d: Retirement – Pensions to the existing agenda.

Motion by Mocol, seconded by Brennan to approval the amended agenda. Motion carried Commissioner Meyer dissenting.

There was one item on Consent Business for the agenda; Item 8f: Water Production Dashboard – May 2020.

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

The warrant listing for bills paid June 15, 2020 was presented.

Motion by Meyer, seconded by Mocol to approve the warrant listing dated June 15, 2020 as presented. Motion carried.

Commissioner Brennan presented the Liaison Report. City Council minutes have been sent to the Commissioners. The Shakopee Community Center will be re-opening sometime in July.

Water Superintendent Schemel provided a report of current water operations. Water pumpage has averaged 6.9 million gallons per day so far in June. May's average was 5.3 million gallons per day. Flushing maps have been completed for the 2020 hydrant flushing program. During the ongoing COVID situation the crew has sixty non-emergency service orders that will be handled once emergency orders are lifted by the Governor.

Utilities Manager Crooks reviewed the situation where Resolution #1267 – Vacation of Public Utility and Drainage Easement was incorrectly numbered and should be assigned #1269.

Motion by Mocol, seconded by Meyer to renumber the resolution presented as Resolution #1269 – Vacation of Public Utility and Drainage Easement Within a Portion of Lot 1 Block1, and Lot 1 Block 3, Canterbury Park Seventh Addition, Scott County, Minnesota and Shenandoah Drive Right of Way, City of Shakopee, Minnesota. Motion carried.

Planning and Engineering Director Adams reviewed the trunk watermain oversizing costs for the Universal Business Center.

Motion by Meyer, seconded by Fox to offer Resolution #1270. A Resolution Approving of the Estimated Cost of Pipe Oversizing on the Watermain Project: Universal Business Center. Ayes: Commissioners Amundson, Meyer, Mocol, Brennan and Fox. Nays: None. Motion carried. Resolution passed.

Motion by Brennan, seconded by Mocol to offer Resolution #1271. A Resolution Approving Payment for the Pipe Oversizing Costs on the Watermain Project: Universal Business Center. Ayes: Commissioners Amundson, Meyer, Mocol, Brennan and Fox. Nays: None. Motion carried. Resolution passed.

Item 8f: Water Production Dashboard – May 2020 was received under Consent Business.

Electric Operations were reviewed by Electric Superintendent Drent. Five electric outages were reported and discussed. An electric system peak was reached last week at 98MW. The record demand for SPU was set last summer at 104MW. Construction project updates were provided.

Marketing / Customer Relations Director Walsh presented an update with the 2020 State Conservation Improvement Program.

The East Shakopee Substation site investigation was reviewed by Mr. Adams. Staff believes it is appropriate to engage Xcel Energy to verify the transmission system has the capacity for the proposed substation.

Motion by Meyer, seconded by Amundson to direct Staff to submit the application and \$5000 deposit fee to Xcel Energy to study the transmission access feasibility. Motion carried.

Mr. Adams presented the Draft Purchase Agreement template drafted by Carla Pederson with McGrann Shea for use in acquiring additional sites for electric substations. Mr. Adams will bring suggestions and comments made by the Commission back to Ms. Pederson for further review.

Shared Services between the SPU Utilities and the City of Shakopee was discussed. Initial meetings between the two entities was discussed. Mr. Crooks was directed to suspend Baker Tilley's recruitment process for replacing the Finance and Administrator Director's position.

Motion by Mocol, seconded by Fox to have the Assistant City Administrator meet with Mr. Crooks on the strategy of what shared services would be by July 6, 2020. Motion carried with Amundson and Meyer dissenting.

Mr. Crooks presented the 2020 SPU Business Continuity Plan for Commission review and comment.

Motion by Brennan, seconded by Mocol to table the document until discussions concerning shared services with the City of Shakopee are completed. Motion carried, with Commissioners Amundson and Meyer dissenting.

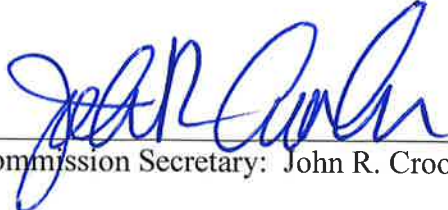
Mr. Crooks presented the SPU Governance Handbook with the changes requested from the Commission.

Motion by Meyer, seconded by Fox to adopt the SPU Governance Handbook as presented. Motion carried.

There was Commission discussion regarding retirements and pensions.

Motion by Mocol, seconded by Brennan to schedule a Special Meeting of the SPU Commission on or before June 22, 2020. The meeting will invite the SPU attorney and investigating attorneys to discuss retirements, pensions and benefits of SPU staff believed to have exceeded the salary cap. Motion carried, with Commissioners Amundson and Meyer dissenting.

Motion by Fox, seconded by Meyer to adjourn to the Special Meeting to take place on or before June 22, 2020. Motion carried, with Commissioners Amundson and Meyer dissenting.

  
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Commission Secretary: John R. Crooks