

MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

Vice 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., March 2, 2020.

MEMBERS PRESENT: Commissioners Amundson, Meyer, Clay and Mocol. Also present, Liaison Lehman, Utilities Manager Crooks, Electric Superintendent Drent, and Marketing/Customer Relations Director Walsh. President Joos was absent as previously advised.

Motion by Mocol, seconded by Clay to approve the minutes of the February 18, 2020 Commission meeting. Motion carried.

There were no Communications items to report.

Vice President Amundson offered the agenda for approval. Ms. Amundson noted that two items will be discussed under New Business. The first item will be the SPU response to the City posting on the City's website. The second item will be a discussion on the Council interview/selection process for new SPU Commissioners.

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

Motion by Meyer, seconded by Mocol to approve the Consent Business agenda as presented. Motion carried.

Vice President Amundson stated that the Consent Items were: Item 8c: Monthly Water Production Dashboard and Item 11f: Financial Results for January 2020.

The warrant listing for bills paid March 2, 2020 was presented.

Motion by Meyer, seconded by Mocol to approve the warrant listing dated March 2, 2020 as presented. Motion carried.

Liaison Lehman presented his report. It was stated that a motion that he made at the February 18, 2020 City Council meeting for proposing a meeting with the City Administrator, Utilities Manager, Mayor and SPU President failed for lack of a second. Liaison Lehman also discussed the proposed Rep. Tabke legislation that was requested from the City Administrator and how that was not directed from the City Council.

Utilities Director Crooks provided a report of current water operations. An air leak issue with the Riverview Booster Station was discussed. SPU received a zero detect on cyanazine in the test

well water analysis. Some private wells in the area have low level detects of the herbicide. Preventative maintenance activities continue for Booster Stations and Pump Houses. Chemical feed equipment updates were provided.

Mr. Crooks reviewed the MN Department of Health annual sanitary survey results for the Water Department. No deficiencies were found.

Item 8c: Monthly Water Production Dashboard was received under Consent Business.

Electric Superintendent Drent provided a report of current electric operations. One electric outage was reported. The outage affected 7 customers for 15 minutes. Tree trimming continues as well as the construction of the new circuit from the South Shakopee Substation. Training has begun for the SPU Lineworker's Rodeo that is scheduled for April.

Mr. Drent reported on the initial forensic analysis of the Cooper Eaton switch that failed and caused the electric outage on February 15, 2020. Discussions have taken place with the supplier, manufacturer and SPU Staff. The equipment will be sent to Cooper Eaton next week.

The overhead facilities relocation for the County Road 42 project was reviewed by SPU Project Engineer Christian Fenstermacher. A presentation took place in regards to the three segments of overhead line within the project location. Pricing estimates were provided for each segment.

Motion by Meyer, seconded by Mocol to agree with Staff recommendations 1 and 2; to accept the estimated costs to relocate the SS-31 overhead facilities for the middle section of the project and to forward the estimated overhead versus the undergrounding costs to the City of Shakopee for their determination under the City's Right of Way Management Ordinance. Motion carried.

Motion by Clay, seconded by Meyer to accept Staff recommendation for 3 and 4; to direct Staff to voluntarily relocate the east portion of the overhead line underground and to underground the west portion of the overhead electric line within the CR 42 construction project. Motion carried.

Market/Customer Relations Director Walsh presented the rebranding efforts with SPU. The first part of the rebranding is the new SPU Logo. Ms. Walsh reviewed the prior designs, lengthy process and reasoning in the development of the new logo. The rollout of the logo will be brought back to the Commission for their review.

Motion by Clay, seconded by Meyer to adopt the new SPU Logo as presented. Motion carried.

Mr. Crooks presented a donation request from the Saints Foundation, representing both St. Francis Hospital and St. Gertrudes Assisted Living Center. SPU has annually supported the efforts of the Saints Foundation for many years.

Motion by Mocol, seconded by Clay to become a 2020 Sponsor of Hope for the Saints Foundation in the amount of \$4000. Motion carried.

Mr. Crooks reported that he had not heard from the City Administrator in regards to the City Council offering dates for a Joint Meeting between the Council and Commission. Mr. Crooks received an email from the City Administrator that this issue would be discussed at the February 18, 2020 City Council meeting. SPU had offered to meet with the City Council on February 18 at 5:00pm, two hours before the City Council meeting of the same date.

Mr. Crooks asked for the Commission to decide on a date to proceed with the annual Goals and Objectives Work Session that provides guidance on issues facing the utilities in 2020 and the next five years. The date for the meeting is now scheduled for March 18, 2020.

Mr. Crooks presented the Commission with initial preparedness planning for potential Coronavirus (COVID-19) transmission in Scott County. Staff is monitoring the situation daily and is receiving interim guidance from the CDC, State of MN, APPA and AWWA. Commission Mocol presented information in regards to employment law and the plan. Liaison Lehman also stated that he had prior pandemic training as supplied by the Federal Department of Homeland Security.

Motion by Meyer, seconded by Mocol to have Staff move forward with the preparedness plan as provided. Motion carried.

Item 11f: Financial Results for January 2020 was received under Consent Business.

Under New Business, Mr. Crooks presented the SPU response to the posting on the City of Shakopee website. The posting was in regards to the City's position in regards to the December 16, 2019 action by the Commission to change the method of calculation for the SPU contribution to the City that benefits both the ratepayers and the City of Shakopee.

Motion by Clay, seconded by Meyer to approve the SPU response, post the reply on the SPU website and Facebook site, send the response to the Shakopee Valley News and to include the City Council members. Motion carried.

Under New Business, Commissioner Meyer discussed the selection process for the two 2020 SPU Commission appointments by the City Council. Commissioner Meyer reviewed the written City of Shakopee Policy regarding Board appointments.

The tentative commission meeting dates of March 16 and April 6 were noted.

Motion by Mocol, seconded by Clay to adjourn to the March 16, 2020 meeting. Motion carried.


Commission Secretary: John R. Crooks