

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., November 18, 2019.

MEMBERS PRESENT: Commissioners Amundson, Meyer and Clay. Also present, Liaison Lehman, Utilities Manager Crooks, Finance Director Schmid, Planning & Engineering Director Adams, Electric Superintendent Drent, Water Superintendent Schemel and Marketing/Customer Relations Director Walsh. Commissioners Joos and Mocol were absent as previously advised.

Motion by Clay, seconded by Meyer to approve the minutes of the November 4, 2019 Commission meeting. Motion carried.

There were no Communication items to report.

Vice President Amundson offered the agenda for approval. Item 11c: Website Consultant Presentation was proposed to be moved up in the agenda to follow the Liaison report.

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

Vice President Amundson stated that the Consent Items were: Item 8b: Water Production Dashboard, Item 9b: Proposed Xcel Energy Electric Rate Increase and Item 11b: Financial Results for October 2019.

Commissioner Meyer asked that Item 9b: Proposed Xcel Energy Electric Rate Increase be taken off of Consent Business.

Motion by Meyer, seconded by Clay to approve the Consent Business agenda as modified. Motion carried.

The warrant listing for bills paid November 18, 2019 was presented.

Motion by Clay, seconded by Meyer to approve the warrant listing dated November 18, 2019 as presented. Motion carried.

Liaison Lehman presented his report. A question from Councilor Brennen was relayed to the Commission regarding the 2019 Water Comp Plan Update. The same question was asked by the City Administrator in an email received by the Utilities Manager. The Comprehensive Plan will be updated to not confuse SPU responsibilities with City responsibilities.

Marketing/Customer Relations Director Walsh introduced Cory Dammann from Vivid Image. A presentation was given for the SPU website development project. The SPU website will have a totally new look and functionality. Security, scalability, new branding and support were discussed.

Motion by Meyer, seconded by Clay to direct Staff to continue engaging Vivid Image in the development of a new SPU website and bring back a negotiated contract for Commission review. Motion carried.

Water Superintendent Schemel provided a report of current water operations. A 4" watermain break was repaired on Scott Street between 1st and 2nd Avenues. The break was cast iron and was set on bedrock. Hydrant flushing is still being affected by the unseasonable weather. Construction projects were updated.

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

Electric Superintendent Drent provided a report of current electric operations. Two small outages were reviewed. Discussion took place in regards to the scheduled outages with the Enclave Project downtown. Some customers affected by the outage were not notified due to a mix up in communications between the Enclave electrician and SPU. To correct this type of issue in the future, SPU and the contractor will notify customers that would be affected by scheduled outages in the future. Construction updates were also provided.

Discussion took place in regards to the proposed Xcel Energy electric rate. The PUC will be evaluating the proposal for a 15% increase over a three year period. Xcel Energy serves a portion of Shakopee's energy needs.

Utilities Manager Crooks discussed setting a date for his annual review. A tentative date of January 21, 2020 was proposed.

Planning and Engineering Director Adams provided an in depth review of the Capital Improvement Plan for 2020-2024. Administrative, Electric and Water capital projects and equipment were discussed for the 5 year period.

Item 11b: Financial Results for October 2019 was received under Consent Business.

The tentative commission meeting dates of December 2 and December 16 were noted.

Motion by Meyer, seconded by Clay to adjourn to the December 2, 2019 meeting. Motion carried.



Commission Secretary: John R. Crooks