

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., November 19, 2018.

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

Motion by Amundson, seconded by Meyer to approve the minutes of the November 5, 2018 Commission meeting. Motion carried.

There were no Communication items.

Vice President Joos offered the agenda for approval.

Motion by Meyer, seconded by Amundson to approve the agenda as presented. Vice President Joos asked that easement issues with the Windermere Booster Station property be added under New Business as Item 12a. Motion to approve amended agenda carried.

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

Vice President Joos stated that the Consent Items were: Item 11a: October 2018 Financial Results.

The warrant listing for bills paid November 19, 2018 was presented.

Motion by Amundson, seconded by Meyer to approve the warrant listing dated November 19, 2018 as presented. Motion carried.

Liaison Mocol presented her report. The City Council is wrapping up the 2019 Budget. Interviews for the vacated SPU Commission position will take place on Tuesday, November 20.

Water Superintendent Schemel provided a report of current water operations. Mr. Schemel updated the ongoing water construction projects.

Mr. Schemel presented results of the testing and recalibration/repairs of large water meters. The meters were for the top 10 water customers, by volume. Meters for several Homeowners Associations were also tested.

Electric Superintendent Drent provided a report of current electric operations. Three electric outages were reviewed. Updates to the streetlight LED change outs and construction projects were provided.

The Commission was updated on the Rahr Looping/Apgar Street Watermain Project by Planning and Engineering Director Adams. Review of Change Order #1 was provided.

Motion by Amundson, seconded by Meyer to approve Change Order #1 and authorize its execution. Motion carried.

Marketing and Customer Relations Director Walsh presented the status of the 2018 State Conservation Improvement Plan. Funds for the program have been depleted and rebates have been closed until January 1, 2019.

The Shakopee Energy Park Interconnection Agreement was reviewed by Utilities Manager Crooks. Several items within the agreement were discussed by SPU staff and Commissioners.

Motion by Meyer, seconded by Amundson to approve the Interconnection Agreement as presented, allowing for non-substantive and technical changes and authorize the Utilities Manager to execute its completion. Motion carried.

Finance Director Schmid reviewed a 2019 Wage and Compensation Planning Assumptions revision. The revision is to accommodate market conditions for apprentice linemen positions.

Motion by Amundson, seconded by Meyer to approve the 2019 Wage and Compensation Planning Assumptions as presented. Motion carried.

Item 11a: October 2018 Financial Results was received under Consent Business.

Mr. Adams presented the final version of the Administrative Projects and Equipment for 2019.

Motion by Amundson, seconded by Meyer to approve the 2019 Administrative Projects and Equipment and to release the projects and funding to the Utilities Manager to complete, following state formal bidding protocol. Motion carried.

Mr. Adams presented the final version of the Electric Projects and Equipment for 2019.

Motion by Amundson, seconded by Meyer to approve the 2019 Electric Projects and Equipment and to release the projects and funding to the Utilities Manager to complete, following state formal bidding protocol. Motion Carried.

Mr. Adams presented the final version of the Water Projects and Equipment for 2019.

Motion by Meyer, seconded by Amundson to approve the 2019 Water Projects and Equipment and to release the projects and funding to the Utilities Manager to complete, following state formal bidding protocol. Motion carried.

Mr. Adams presented the final version of the 2019-2023 Capital Improvement Plan.

Motion by Meyer, seconded by Amundson to accept the final version of the 2019-2023 Capital Improvements Plan. Motion carried

Ms. Schmid presented the 2019 Proposed Budget, Cash Flows and Key Assumptions. Expenses and revenues for both Water and Electric were presented in detail.

Motion by Meyer, seconded by Amundson to approve the 2019 Operating Budget and 2019-2023 Projected Cash Flow Statement as presented. Motion carried.

Under New Business, three easement issues with the Windermere Booster Station property were discussed. Mr. Adams reviewed the time sensitive issues that needed to be addressed before the Benedictine Health System's closing on the adjoining property.

Motion by Amundson, seconded by Meyer to approve the requested Termination of Declaration of Access Easement and authorize its execution. Motion carried.

Motion by Meyer, seconded by Amundson to approve the requested Access Easement Agreement as presented and authorize its execution. Motion carried.

Motion by Amundson, seconded by Meyer to approve the requested Sanitary Sewer Easement Agreement as presented and authorize its execution. Motion carried.

Also under New Business, Commissioner Meyer requested discussion on the new State of Minnesota competitive bidding formal process. Formal bidding amounts have been increased from \$100,000 to \$170,000. Staff will provide more information to discuss the change at the January 3 meeting.

The tentative commission meeting dates of December 3 and December 17 were noted.

Motion by Meyer, seconded by Amundson to adjourn to the December 3, 2018 meeting. Motion carried.



Commission Secretary: John R. Crooks