

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
FEBRUARY 4, 2019

1. **Call to Order** at 5:00pm in the SPUC Service Center, 255 Sarazin Street.
2. **Approval of Minutes**
3. **Communications**
 - 3a) Haven Acres Thank You Letter
4. **Approve the Agenda**
5. **Approval of Consent Business**
6. **Bills: Approve Warrant List**
7. **Liaison Report**
8. **Reports: Water Items**
 - 8a) Water System Operations Report – Verbal
 - 8b) 2019 City of Shakopee Street Reconstruction Project
 - 8c) Resn. #1236 – Approving Watermain Replacement with the City of Shakopee Street Reconstruction Project
 - 8d) Resn. #1237 – Approving Payment for the Pipe Oversizing Costs on the Watermain project: Windermere
9. **Reports: Electric Items**
 - 9a) Electric System Operations Report – Verbal
 - 9b) MMPA Board Meeting Public Summary – January 2019
 - 9c) MMPA 2018 Year in Review Presentation
10. **Reports: Human Resources**
11. **Reports: General**
12. **New Business**
13. **Adjourn to Closed Session** - Annual Review of Utilities Manager
14. **Reconvene to Regular Session**
15. **Tentative Dates for Upcoming Meetings**

- Regular Meeting	--	February 19 (Tuesday)
- Mid Month Meeting	--	March 4
- Regular Meeting	--	March 18
- Mid Month Meeting	--	April 1
16. **Adjourn to 2/19/19** at the SPUC Service Center, 255 Sarazin Street

MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

President Weyer called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., January 22, 2019.

MEMBERS PRESENT: Commissioners Clay, Amundson, Meyer and Weyer. Also present, Utilities Manager Crooks, Finance Director Schmid, Electric Superintendent Drent, Water Superintendent Schemel and Marketing/Customer Relations Director Walsh. Commissioner Joos was absent as previously advised.

Motion by Meyer, seconded by Amundson to approve the minutes of the January 7, 2019 Commission meeting. Motion carried.

Under Communications, Utilities Manager Crooks welcomed past Council Liaison Steve Clay as our newest appointed Commissioner.

President Weyer offered the agenda for approval.

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

There was no Consent Business.

The warrant listing for bills paid January 22, 2019 was presented.

Motion by Amundson, seconded by Meyer to approve the warrant listing dated January 22, 2019 as presented. Motion carried.

Water Superintendent Schemel provided a report of current water operations. The cold weather preventative maintenance program is well underway. Valve operations in all Pump Houses have taken place. Painting of the plumbing in all Pump Houses has begun and is anticipated to be completed by Spring.

Mr. Crooks provided requested information on the Water Connection Fund and Trunk Water Fund. Comparative analysis was presented.

Motion by Meyer, seconded by Clay to offer Resolution #1235. A Resolution Approving Payment for the Pipe Oversizing Costs on the Watermain Project: Stagecoach at Southbridge. Ayes: Commissioners Meyer, Amundson, Clay and Weyer. Nay: none. Motion carried. Resolution passed.

Electric Superintendent Drent provided a report of current electric operations. One electric outage was reviewed. Vegetative management is underway. Construction updates were provided.

Marketing/Customer Relations Director Walsh presented the 2019 SPU State Conservation Improvement Plan.

Motion Meyer, seconded by Amundson to approve the 2019 SPU State Conservation Improvement Plan. Motion carried.

Finance Director Schmid presented an update on the progress of the E-Bill Project.

Mr. Crooks brought forward a donation request from the Saints Healthcare Foundation. SPU was asked to be a Sponsor of Hope for 2019. SPU has been a Sponsor of Hope for the past 6 years.

Motion by Amundson, seconded by Meyer to be a 2019 Sponsor of Hope for the Saints Healthcare Foundation in the amount of \$4000. Motion carried.

Motion by Amundson, seconded by Meyer to adjourn to Closed Session – Annual Review of Utilities Manager.

Motion by Amundson, seconded by Meyer to reconvene to Regular Session.

President Weyer stated no official business took place during the closed session and that the Utilities Manager's annual performance evaluation is tabled until February 4, 2019.

The tentative commission meeting dates of February 4 and February 19 (Tuesday) were noted.

Motion by Amundson, seconded by Meyer to adjourn to the February 4, 2019 meeting. Motion carried.



Commission Secretary: John R. Crooks

January 7, 2019

Dear Shakopee Public Utilities Commission:

Thank you so much for your support of Haven Acres in 2018! As a result of your generosity, Haven Acres has been able to offer all programs *free of charge* to the participants. Here are some of the highlights of 2018...

Haven Acres served more than 60 kids in our summer and fall mentorship sessions this year! In order to effectively mentor those students, we had 36 volunteers committed to serving on a regular basis.

Our Deaf and Hard of Hearing program continues to benefit students who otherwise have little or no opportunities available to them in their language. The majority of the participants drive 90 minutes or more to attend sessions weekly. We have several faithful mentors and a sign interpreter that help to successfully facilitate these one-on-one sessions.

Aside from our weekly mentorship program, in the spring Haven Acres was able to host a classroom field trip to help encourage and develop work ethic and potential job interests in older teens with special needs that were preparing for graduation.

In the fall, Haven Acres was privileged to host Minnesota Hands and Voices for a literacy learning day for children and families with deaf children. The parents received helpful instruction from MN Hands and Voices volunteers while the children read stories in the barn to goats and chickens and horses. This was a special event that allowed these families to have a unique experience that they might not ordinarily have. We hope to make this an annual event.

Lastly, our year-end Round-Up event in September had approximately 300 in attendance and not only gave exposure about our program to the community but also raised over \$4,000 towards Haven Acres expenses.

Here are some of the comments kids wrote when asked what they like best about Haven Acres this year:

“The people! I love the environment, they make me feel safe and loved. Their faith is something that I look up to.”

“They feel like family!!”

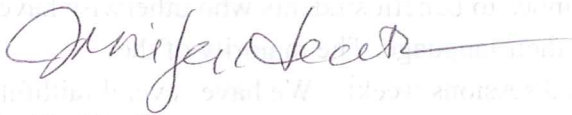
“Knowing the horses have anxiety and things like that so it makes you feel like you are not alone.”

Please rest assured that your contributions are touching our community with hope, encouragement, and the love of Jesus. Thank you for giving!

For more information on how your donation is making a difference in the lives of so many in our community, please visit our website at www.havenacresmn.org. You can learn about upcoming events and volunteer opportunities plus keep an eye out for future opportunities where you can get involved.

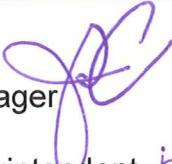

Thank you again, and we look forward to your continued support.

Sincerely,



Jenifer Heath
Co-Founder and Executive Program Director

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: John R. Crooks, Utilities Manager 
FROM: Lon R. Schemel, Water Superintendent 
SUBJECT: **2019 City of Shakopee Street Reconstruction**
DATE: January 29, 2019

BACKGROUND

Resolution #262 defines the sequences involved in coordinating construction projects between the City of Shakopee and SPU. We are now at step 8 of that process which is the approval of the feasibility report from the City of Shakopee and the areas involved.






ISSUE

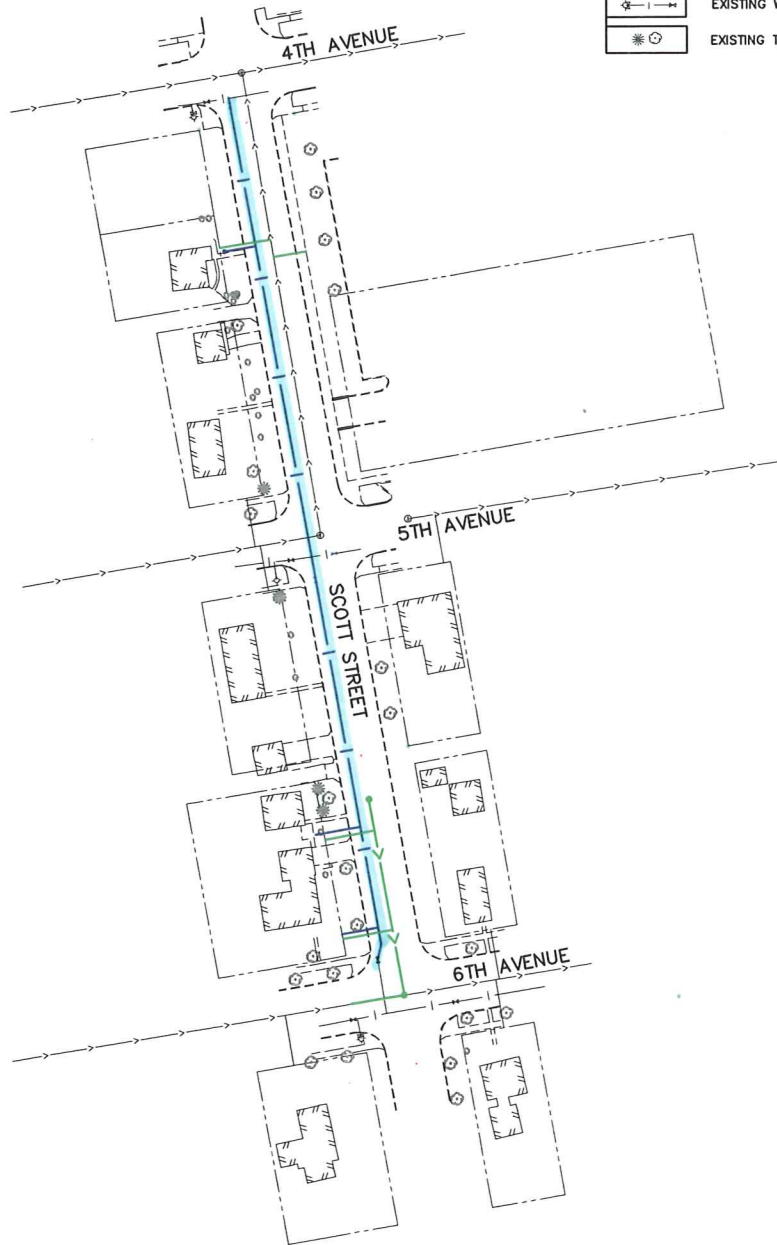
The feasibility report involves the areas highlighted on drawings C.1, C.2, and C.3 of the proposed watermain improvements from the City of Shakopee. These areas would be receiving new watermain and appurtenances in compliance with the Water Policy Manual dated August 4, 2014. The City of Shakopee's estimate for watermain improvements is \$259,000.00. The amount approved in 2019 budget for Reconstruction project is \$450,000.00.

ACTION REQUESTED

Staff requests that the Commission adopt resolution #1236 to enable the City of Shakopee to proceed with the ordering of plans and specifications for the 2019 Street Reconstruction.

LEGEND

-  PROPOSED SANITARY SEWER
-  PROPOSED WATER MAIN
-  EXISTING SANITARY SEWER TO REMAIN
-  EXISTING WATER MAIN TO REMAIN
-  EXISTING TREE








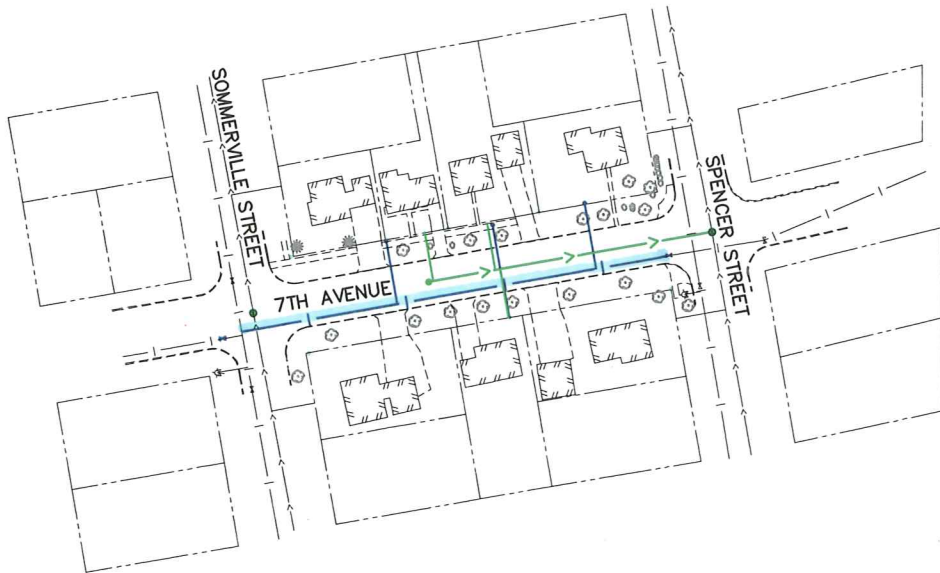
2019 STREET RECONSTRUCTION
SCOTT STREET
PROPOSED SANITARY SEWER AND WATER MAIN

DATE:	JAN 2019
DRAWN BY:	AIE
SHAKOPEE ENGINEERING DEPARTMENT	

FIGURE:
C.1

LEGEND

-  PROPOSED SANITARY SEWER
-  PROPOSED WATER MAIN
-  EXISTING SANITARY SEWER TO REMAIN
-  EXISTING WATER MAIN TO REMAIN
-  EXISTING TREE








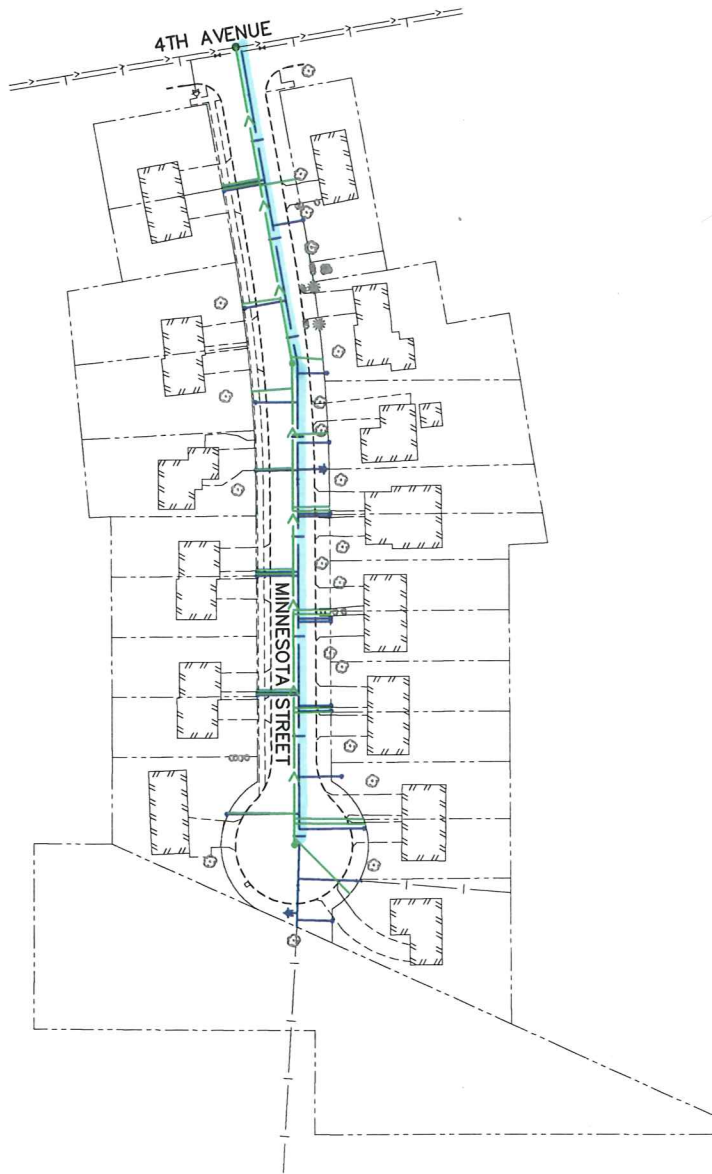
2019 STREET RECONSTRUCTION
7TH AVENUE
PROPOSED SANITARY SEWER AND WATER MAIN

DATE: JAN 2019
 DRAWN BY: AIE
 SHAKOPEE ENGINEERING DEPARTMENT

FIGURE:
C.2

LEGEND

-  PROPOSED SANITARY SEWER
-  PROPOSED WATER MAIN
-  EXISTING SANITARY SEWER TO REMAIN
-  EXISTING WATER MAIN TO REMAIN
-  EXISTING TREE



2019 STREET RECONSTRUCTION
MINNESOTA STREET
PROPOSED SANITARY SEWER AND WATER MAIN

DATE:	JAN 2019
DRAWN BY:	AIE
SHAKOPEE ENGINEERING DEPARTMENT	

FIGURE:
C.3

RESOLUTION #1236

A RESOLUTION APPROVING WATERMAIN REPLACEMENT
WITH THE 2019 CITY OF SHAKOPEE STREET RECONSTRUCTION

WHEREAS, the Shakopee City Council has ordered an improvement to the areas defined in the 2019 Street Reconstruction for street, sanitary sewer and storm sewer, and

WHEREAS, the Shakopee Public Utilities Commission desires to replace the existing watermain, valves, hydrants, and service lines to the curb stop valve at cost to the Shakopee Public Utilities Commission, and

WHEREAS, the Shakopee Public Utilities Commission on February 4, 2019 approved the Preliminary Engineering Report for watermain replacement, as shown on the attached engineering drawings, and

THEREFORE BE IT FURTHER RESOLVED, the funding for this project comes from the Commission approved reconstruction fund, and

WHEREAS, no costs for the street restoration are applied to the Shakopee Public Utilities Commission on this project.

NOW, THEREFORE BE IT RESOLVED BY THE SHAKOPEE PUBLIC UTILITIES COMMISSION THAT, in consideration of the savings and coordination the Shakopee Public Utilities Commission approves the watermain and associated appurtenances replacement as recommended in the Preliminary Engineering Report prepared by the city staff and as approved on February 4, 2019 by the Shakopee Public Utilities Commission, and hereby concurs with the City Council's ordering the project and the plans and specifications.

Adopted in regular session of the Shakopee Public Utilities Commission, this 4th day of February, 2019.

Commission President: Aaron Weyer

ATTEST:

Commission Secretary: John R. Crooks

RESOLUTION # 1237

A RESOLUTION APPROVING PAYMENT FOR THE PIPE OVERSIZING
COSTS ON THE WATERMAIN PROJECT:

WINDERMERE

WHEREAS, the Shakopee Public Utilities Commission had previously approved of an estimated amount of \$163,600.98 with Resolution #1170 for oversizing on the above described watermain project, and

WHEREAS, the pipe sizes required for that project have been installed as shown on the engineering drawing by Westwood, and

WHEREAS, a part, or all, of the project contains pipe sizes larger than would be required under the current Standard Watermain Design Criteria as adopted by the Shakopee Public Utilities Commission, and

WHEREAS, the policy of the Shakopee Public Utilities Commission calls for the payment of these costs to install oversize pipe above the standard size.

NOW THEREFORE, BE IT RESOLVED, that the payment by the Shakopee Public Utilities Commission for the oversizing on this project is approved in the amount of \$108,326.05, and

BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this Resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission, this 4th day of February, 2019.

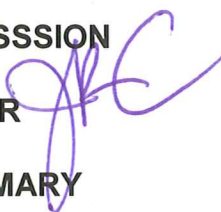
Commission President: Aaron Weyer

ATTEST:

Commission Secretary: John R. Crooks

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: SHAKOPEE PUBLIC UTILITIES COMMISSION

FROM: JOHN R. CROOKS, UTILITIES MANAGER 

**SUBJECT: MMPA BOARD MEETING PUBLIC SUMMARY
JANUARY 2019**

DATE: JANUARY 30, 2019

The Board of Directors of the Minnesota Municipal Power Agency (MMPA) met on January 22, 2019 at the offices of Shakopee Public Utilities.

The Board reviewed 2018 performance. Management's presentation is attached.

The Board discussed the status of the renewable projects the Agency is pursuing.

Participation in MMPA's residential Clean Energy Choice program increased over December. Customer penetration of MMPA's Clean Energy Choice Program for residential customers is at 2.9%, with a range of market penetration by members of 1.9% to 5.2%.



Minnesota Municipal Power Agency

the power of your hometown

2018 Review

January 22, 2019



Outline

- Strategic Review
- Operational Review
- Financial Review



Strategic Review

- Acquired Capacity Thru 2029/2030
- 100% Renewable Energy Goal
- Adopted Growth Objective
- Developing Load Control Platform



Growth Objective

- Retain Existing Customers
- Offer New Products
 - EV
 - Interruptible
 - Load Control
- Add Load
 - Economic Development
 - Service Territory Acquisition
 - New Members



Load Control

- Developing Load Control Platform
- To Allow Members to Offer
 - Retail Products



Operational Review

- Successful Major Maintenance Outage at FEP
 - No Unresolved Items
 - On Budget
 - Next Major in 2023
- Completed Three Hometown Solar Installations
- Exploring Repowering of Hometown Wind Program
- Successful Pilot of High School Energy Ed. Program



Financial Review

- Competitive Rates
 - Lower Than Xcel
- Stable Financial Position
- Bond Rating Upgrades
 - Fitch A+
 - Moody's A1
 - Reasons for upgrade:
 - Strong Member Credit Profile
 - Competitive Rates
 - Strong Energy Procurement and Financial Strategies
 - Effective Management



Minnesota Municipal Power Agency

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