

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
JUNE 3, 2019

1. **Call to Order** at 5:00pm in the SPUC Service Center, 255 Sarazin Street.
2. **Approval of Minutes**
3. **Communications**
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
 - C=> 8b) Windermere Booster Station – Construction Update
9. **Reports: Electric Items**
 - 9a) Electric System Operations Report – Verbal
 - 9b) MMPA Board Meeting Public Summary – May 2019
10. **Reports: Human Resources**
11. **Reports: General**
 - 11a) MMUA Delegate Appointment
 - C=> 11b) Downtown Flower Baskets – Website Posting
 - 11c) Website Development Workshop
12. **New Business**
13. **Tentative Dates for Upcoming Meetings**
 - Mid Month Meeting -- June 17
 - Regular Meeting -- July 1
 - Mid Month Meeting -- July 15
 - Regular Meeting -- August 5
14. **Adjourn to 6/17/19** at the SPU Service Center, 255 Sarazin Street

MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

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., May 20, 2019.

MEMBERS PRESENT: Commissioners Joos, Amundson, Meyer, Clay and Mocol. 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.

Motion by Amundson, seconded by Meyer to approve the minutes of the May 6, 2019 Commission meeting. Motion carried.

Under Communications, Utilities Manager Crooks presented a Thank You note from the Assistant School Superintendent, in regards with the SPU donation for AEDs in the Schools Program.

President Joos offered the agenda for approval.

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

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

President Joos stated that the Consent Items were: Item 8c: Water Production Dashboard, Item 9b: 2017/2018 APPA Excellence in Reliability Award – Press Release and Item 11c: April Financial Results.

The warrant listing for bills paid May 20, 2019 was presented.

Motion by Amundson, seconded by Meyer to approve the warrant listing dated May 20, 2019 as presented. Motion carried.

Liaison Lehman had no report, however Commissioner Amundson asked if the SPU response to the City Administrator's questions had been presented to the City Council. Liaison Lehman stated that it had not been provided to the Council.

Water Superintendent Schemel provided a report of current water operations. Hydrant flushing continues in south Shakopee and will be completed in 2 weeks. An update on the Rahr watermain looping project was provided. The project is complete but issues remain on the actual amount of bedrock removed.

The MN Water Conservation Report for 2018 was presented by Mr. Schemel. Leak detection, sustainability and grants were discussed.

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

Planning and Engineering Director Adams provided an update on the Property Purchase Agreement for the Water Tower #9 proposed site. SPU has a meeting scheduled with City Staff to finalize the stormwater basin requirements.

Electric Superintendent Drent provided a report of current electric operations. Two electric outages were reviewed. Coordination with Xcel Energy on the Shakopee Substation was discussed. Progress on twenty construction projects were updated.

Item 9b: 2017/2018 APPA Excellence in Reliability Award – Press Release was received under Consent Business.

Mr. Adams presented the SPU/Scott County Cooperative Construction Agreement for the Government Center #2 project.

Motion by Amundson, seconded by Clay to approve the SPU/Scott County Cooperative Construction Agreement as presented. Motion Carried.

Gary Martini of Martini and Associates presented an update on the Transition/Succession Plan. The top core competencies were discussed.

Motion by Amundson, seconded by Meyer to accept the top ten core competencies as presented. Motion carried.

The Downtown Flower Baskets which are sponsored by SPU have not yet been displayed due to the cold temperatures.

Item 11c: April Financial Results was received under Consent Business.

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

Motion by Clay, seconded by Meyer to adjourn to the June 3, 2019 meeting. Motion carried.



Commission Secretary: John R. Crooks

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: John R. Crooks, Utilities Manager *JRC*
FROM: Lon R. Schemel, Water Superintendent *LS*
SUBJECT: Windermere Booster Station Update 1
DATE: May 30, 2019




This is the view looking East. What is seen here is the footings that the precast walls are to sit on. The footing extending to the left in this photo is the stoop for the main entrance.



Another view looking East. The workmen are setting the re-bar that will support the two hydro-pneumatic tanks. The tanks will be set Tuesday the 4th. There have been no rain delays and the project is on schedule for an October 1st significant completion (pumping water).

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: SHAKOPEE PUBLIC UTILITIES COMMISSION
FROM: JOHN R. CROOKS, UTILITIES MANAGER
SUBJECT: MMPA BOARD MEETING PUBLIC SUMMARY
MAY 2019
DATE: MAY 31, 2019



The Board of Directors of the Minnesota Municipal Power Agency (MMPA) met on May 28, 2019 at Shakopee Public Utilities in Shakopee, Minnesota.

The Board approved a right of way agreement with LeSueur County regarding the expansion of Highway 112 between LeSueur and LeCenter


The Board was informed that the Minnesota Public Utilities Commission approved MMPA's 2019 to 2033 Integrated Resource Plan on May 23, 2019. The Commission set the filing date for MMPA's next Integrated Resource Plan for August 2025.

The Board approved a refurbishment and life extension project for the Agency's Hometown Wind Program. The Board also approved the installation of a Hometown Wind turbine in Elk River, MMPA's newest member community.

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

Participation in MMPA's residential Clean Energy Choice program increased over April, with a market penetration that is now at 3.2%.

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: SHAKOPEE PUBLIC UTILITIES COMMISSION
FROM: JOHN R. CROOKS, UTILITIES MANAGER 
SUBJECT: MMUA DELEGATE APPOINTMENT
DATE: MAY 31, 2019

Every three years SPU is asked by the Minnesota Municipal Utilities Association to update their Delegate Appointment.

Having the designated Delegate allows the appointee to vote on business matters before the Association. The SPU Utilities Manager has been the designated Delegate for over 20 years. The Delegate could be a Commissioner or any employee of SPU. This is also an opportunity to appoint an alternate Delegate should the designated Delegate be unable to participate in SPU's right to vote.

REQUEST –

To have the SPU Commission President appoint the SPU designated Delegate to MMUA. An alternate should also be appointed in the event the designated Delegate would be unable to vote.

MINNESOTA MUNICIPAL UTILITIES ASSOCIATION

DELEGATE APPOINTMENT

The _____ hereby designates
(Governing body of utility/city)
_____ as its duly authorized delegated
representative to cast its vote on all matters to come before the membership of the
Minnesota Municipal Utilities Association. This appointment shall be valid until
such time as it may be, from time to time, amended by this body.

The following is/are designated as alternates to the designated representative:

1. _____
2. _____
3. _____
4. _____
5. _____

The above appointment(s) were duly made before me this _____ day of
_____, 20_____.

Attested to: _____
(clerk, secretary, etc.)

Please return completed form to Rita Kelly at rkelly@mmua.org
Or fax to 763-551-0459 or mail to: MMUA, 3025 Harbor Lane N.,
Suite 400, Plymouth, MN 55447



Check out the gorgeous flowers lining our streets!

Each year SPU sponsors the hanging flower baskets and planters displayed around historic downtown. This year there are 65 baskets and planters to be enjoyed by all.

The Shakopee Chamber of Commerce's Mainstreet Program raises funds for various downtown beautification projects and programs throughout the year. The Chamber coordinates the purchase of the flowers and the City of Shakopee ensures they look great all summer long with donated watering responsibilities. What a terrific team effort to beautify our local community.

11b



1,357
People Reached

199
Engagements

Boost Post

  45

3 Comments 3 Shares

 Like

 Comment

 Share



Most Relevant ▾



Write a comment...



Susan Schulte Great team effort - beautiful results!

Like · Reply · Message · 3m



Sandy Doherty They do look beautiful. Thanks to the Boy Scouts for planting the pots too.

Like · Reply · Message · 20h



Jeanie Larsen Penning Thank you! Downtown is always gorgeous and another reason to be proud of our city!

Like · Reply · Message · 1d

Write a comment...





SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

11c

May 31, 2019

TO: John Crooks, Utilities Manager 
FROM: Sharon Walsh, Director of Marketing and Customer Relations 
SUBJECT: Website Development Workshop

Overview

Upon discussion at the May 6, 2019 Commission Meeting it was decided a separate workshop should be held to discuss the direction and development of the SPU website. The following serves as a discussion guideline for the June 3rd workshop.

Project Plan Status –Initial project scope discussions were conducted in 2018. With input from all department directors the list of instrumental functionality was identified. See attached detail.

Discussion Points -

- Opportunity for Commission to contribute to the scope
- Input on branding or positioning
- Budget for 2019 and beyond
- Project timeline – realistic expectations
- Review of program developers

Action Requested

Participation in discussion so expectations are defined and agreed upon.