

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., January 4, 2016.

MEMBERS PRESENT: Commissioners Joos, Mars, Olson and Amundson. Also present, Liaison Whiting, Utilities Manager Crooks, Finance Director Schmid, Planning & Engineering Director Adams, Line Superintendent Athmann and Water Superintendent Schemel.

Motion by Mars, seconded by Olson to approve the minutes of the December 7, 2015 Commission meeting. Motion carried.

There were no Communications items to report.

President Joos offered the agenda for approval.

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

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

President Joos stated that the Consent Items were: item 8b: Quarterly Nitrate Report; item 11a: November Financials; item 11b: Website Analytics – Quarterly Review; and item 11e: 2015 Charitable Donations.

The warrant listing for bills paid December 21, 2015 was presented.

Motion by Mars, seconded by Amundson to approve the warrant listing dated December 21, 2015 as presented. Motion carried.

The warrant listing for bills paid January 4, 2016 was presented.

Motion by Olson, seconded by Amundson to approve the warrant listing dated January 4, 2016 as presented. Motion carried.

Liaison Whiting presented his report. The reception for Mayor Tabke and the appointment of the new City of Shakopee Finance Director was discussed. During the City Council meeting scheduled for January 5, there will be discussion of fee waivers for workforce housing.

Water Superintendent Schemel provided a report of current water operations. It was noted that SPU received a \$50,000 grant from the Met Council for water efficiency programs in 2016.

Item 8b: Quarterly Nitrate Report was received under Consent Business.

Line Superintendent Athmann provided a report of current electric operations. The Commission was updated on several construction projects. The Shakopee Substation will be re-energized next week with the repairs made on certain equipment.

Utilities Manager Crooks presented a letter from the MN Department of Commerce accepting the 2014 energy savings of 1.23%, and the approval of the SPU 2016 energy efficiency programs. Mr. Crooks presented the changes with the 2016 program.

Motion by Mars, seconded by Amundson accepting the 2014 SCIP results and approving the 2016 SCIP Program. Motion carried.

Mr. Crooks presented a letter from Electric Superintendent Marvin Athmann announcing his retirement date from the Utilities. Commission members, as well as the Utilities Manager, thanked Mr. Athmann for his dedicated years of service with SPU.

Motion by Mars, seconded by Olson to accept the retirement letter from Electric Superintendent Marvin Athmann with a retirement date of April 15, 2016. Motion carried

The current job description for the Electric Superintendent position was discussed. Language was proposed to incorporate into the description that concentrated on safety and facilities management. Those additions were reviewed.

Motion by Mars, seconded by Amundson to approve the updated Electric Superintendent job description as presented. Motion carried.

The annual performance review for the Utilities Manager and Goals and Objectives work session was discussed. The work session will take place February 22 at 5:00 PM at the SPU Service Center.

Item 11a: November Financials was received under Consent Business.

Item 11b: Website Analytics – Quarterly Review was received under Consent Business.

The proposed draft outline for the Economic Development Brochure was reviewed. Staff was directed to continue work with the outline and to have the brochure available in April 2016. Updates will be provided at future Commission meetings.

Mr. Crooks reviewed the Utilities Strategic Plan and the work accomplished with the plan in 2015. Commission consensus was to provide the Board with quarterly updates in 2016.

Item 11e: 2015 Charitable Donations was received under Consent Business.

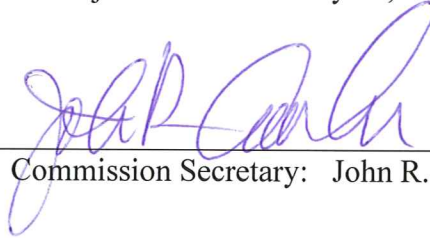
Under new business, Mr. Crooks asked that the Commission officially adopt their support for the MMPA distributed generation facility. The project is going before the Planning Commission on January 7, 2016. A letter of support for the project was presented and signed by SPU Commission President Joos.

Motion by Mars, seconded by Olson in support of the MMPA generation facility at its proposed location and to deliver the letter of support to the Planning Commission on January 7.

Also under new business, President Joos stated he would make an appointment for the Commission Vice President position to serve out the remaining term until Commission elections take place April 4, 2016. President Joos said he would interview the potential candidates for the interim position.

The tentative commission meeting dates of Tuesday, January 19 and February 1 were noted.

Motion by Mars, seconded by Amundson to adjourn to the January 19, 2016 meeting.
Motion carried.



Commission Secretary: John R. Crooks