

Proposed As Consent Item

3a

MINUTES

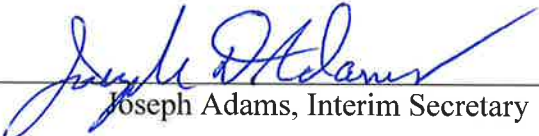
OF THE

SHAKOPEE PUBLIC UTILITIES COMMISSION

Regular Meeting

1. Call to Order. President Amundson called the November 2, 2020 meeting of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M.
2. Roll Call. President Amundson, Vice President Mocol, Commissioner Brennan, Commissioner Fox, and Commissioner Meyer were present.
3. Approval of Minutes. Motion by Meyer, seconded by Amundson, to approve the minutes from October 19, 2020. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.
4. Communications. President Amundson noted that the training provided by the League of Minnesota Cities to Commission staff and Commissioners was scheduled for November 4, 2020, starting at 3:00 PM via Zoom.
5. Approval of Agenda. Motion by Mocol, seconded by Brennan to amend the agenda to items (6a) warrant list; (10a) Letter Agreement Modifying Repayment Process; and (11a) 2021-2025 Semi-Final CIP. Ayes: Mocol, Brennan. Nays: Amundson, Fox, Meyer. Motion failed. Motion by Amundson, seconded by Fox to approve the agenda as presented. Ayes: Amundson, Fox, Meyer. Nays: Mocol, Brennan. Motion carried.
6. Approval of Consent Business. Motion by Meyer, seconded by Fox to approve the consent business, namely: items (9c) MMPA Board Meeting Public Summary; and (11c) Action Items from October 29, 2020 meeting. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.
7. Approval of Warrant List. Motion by Amundson, seconded by Meyer, to approve the warrant list as presented. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.
8. Water Report. Lon Schemel, Water Superintendent, presented the water report. Mr. Schemel provided an update as to the Water Tank #8 project, including three change orders: landscaping costs in 2021 that will come back to the Commission for approval; a \$20,653.60 cost decrease due to the elimination of the buried valve vault structure; and a no-cost modification to working hours to reflect expanded hours permitted under City Code. Motion by Meyer, seconded by Fox to approve the change order decrease of \$20,653.60 due to the elimination of the buried valve vault and the modification to working hours to reflect expanded hours permitted under City Code. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried. Motion by Brennan, seconded by Fox, that all change orders be presented to the Commission for approval in the future. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.

9. Electric Report. Greg Drent, Electric Superintendent, presented the electric report. He described the two outages since the last Commission meeting, as well as current projects.
10. West Shakopee Substation Update. Joseph Adams, Director of Planning and Engineering, presented an informational update as to the West Shakopee Substation. He noted that the site survey required under the Purchase Agreement has been prepared, confirming a total of 2.47 acres. Mr. Adams explained that Xcel Energy completed the 115 KV Interconnection System Impact Study and concluded that the proposed site for the distribution substation was reliable and the interconnection may proceed. Mr. Adams noted that the next step in the approval process will be a Facilities Study Agreement with Xcel Energy, which will be presented for Commission approval. Commissioner Brennan requested that staff discuss the site and a potential alternative site with City staff. Commissioner Brennan asked about the timing of expenditures for this project in the CIP.
11. Human Resources: Letter Agreement. Attorney Brennan provided an informational update as to the Letter Agreement Modifying the Repayment Process under the Repayment, Release, and Separation Agreement with Mr. Crooks. She noted that the Letter Agreement directed by the Commission was prepared and signed and that final payment to Mr. Crooks deducted the amount of excess compensation determined by AEM in its audit report.
12. 2021-2025 Semi-Final CIP. Mr. Adams provided an overview of the CIP for Administration, Electric, and Water matters, and answered questions from Commissioners, including the impact of the Jackson Township annexations. Mr. Adams proposed moving design and related expenses for the West Shakopee Substation to 2022 and 2023. The CIP will be revised by staff and presented to the Commission for final approval.
13. Investment Policy Review. Mr. Adams provided the history of the Investment Policy adopted by the Commission in 2012. Commissioner Mocol asked about investment statements, management fees, broker fees, and investment parameters. Commissioner Fox asked about the security deposits in connection with the Investment Policy. Motion by Fox, seconded by Mocol, to include monthly investment statements in the meeting packets, with quarterly Commission review. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried. Motion by Fox, seconded by Mocol, to prepare a Request for Proposals for investment advisor. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.
14. Potential Future Agenda Items. President Amundson noted the upcoming ballot issue, and if the measure succeeds, then the City Council will assume control. If the measure fails, then the Commission should consider the Utilities Manager position, starting at the November 16, 2020 meeting.
15. Adjourn. Motion by Meyer, seconded by Fox, to adjourn to the November 16, 2020 regular meeting. Ayes: Amundson, Mocol, Fox, Meyer. Nays: None. Abstention: Brennan. Motion carried.


Joseph Adams, Interim Secretary