

MINUTES OF THE  
SHAKOPEE PUBLIC UTILITIES COMMISSION  
June 7, 2021  
Regular Meeting

1. Call to Order. Vice President Fox called the June 7, 2021 meeting of the Shakopee Public Utilities Commission to order at 5:00 P.M.
  2. Roll Call. Vice President Fox, Commissioner Brennan, Commissioner Krieg, and Commissioner Letourneau were present.
  3. Approval of Consent Agenda. Commissioner Letourneau moved approval of the consent agenda. Commissioner Krieg seconded the motion. Ayes: Fox, Brennan, Krieg, Letourneau. Nays: None. Motion carried. The approved items were: May 17, 2021 Minutes; May 19, 2021 Special Meeting Minutes; May 25, 2021 Special Meeting Minutes; June 2, 2021 Special Meeting Minutes; June 7, 2021 Agenda; June 7, 2021 Warrant List; MMPA May Meeting Update; and Res#2021-09 Setting the Amount of the Trunk Water Charge, Approving of Its Collection, and Authorizing Water Service to Certain Property in Jefferson Courts.
  4. Liaison Report. Commissioner Brennan reported that the number of building permits projected for calendar-year 2021 was met in May of 2021, seven months early. She asked about preparation for utility needs for this growth. Mr. Drent noted that SPU has planned for this growth.
  5. General Manager Report. Greg Drent, General Manager, noted that the Minnesota Bureau of Mediation Services has scheduled a vote of applicable employees as to union status for June 21, 2021. He also discussed options for electric vehicle charging stations through MMPA. Mr. Drent explained that MMPA will donate one charger and SPU may pay for additional chargers, currently estimated to cost \$7,500 each. The consensus among Commissioners was to explore three additional chargers, located throughout the city. Mr. Drent proposed further discussions with MMPA and returning with potential locations and financial information for Commission approval. Mr. Drent also presented site plans for the SPU drive-through window and renovations. He noted that the SPU lobby is now open and that the new hours are working well.
  6. Water Report. Lon Schemel, Water Superintendent, provided an update on Tank #8. He presented an update of the flushing program, noting that essentially only Southbridge remains, which is expected to take two weeks. Mr. Schemel noted that with the hot temperatures, water use has increased significantly, from approximately 6 million gallons/day in May to over 10 million gallons/day. He noted that SPU will discontinue the flushing because SPU is asking customers to conserve water and SPU should too.
- County Road 83 Water Main Bid. Mr. Adams, Director of Planning and Engineering, provided an update on the County Road 83 project. He noted that SPU and the County had signed a Construction Agreement in which the County prepared an RFP for the project. Mr. Adams stated that the County received bids that significantly exceed estimates from the County Engineer. He

noted that County, City, and SPU staff recommend that the bids be rejected and rebid in the fall. Mr. Adams noted that SPU and the County may wish to explore options as to the water main portion of the project. Motion by Commissioner Letourneau, seconded by Commissioner Krieg, to support the rebidding of this project. Ayes: Fox, Brennan, Krieg, Letourneau. Nays: None. Motion carried.

7. Electric Report. Brad Carlson, Assistant Electric Superintendent, described seven outages since the last Commission meeting. He provided an update of other projects, including relocating a power pole and upcoming demolition and pole removal for Hentges Way; removing a power line for the Schneider demolition project; moving overhead facilities underground on Fuller; and assisting Amazon with a scheduled outage for maintenance. Mr. Carlson noted that electric usage today was reaching a peak load, currently at 102 megawatts; the record is 104.5 megawatts.

8. Collection Process Update. Ms. Walsh, Director of Customer Relations and Marketing, provided an update on collections. She explained the recent notices and communications to customers with delinquent accounts. She noted that 157 payment plans are in process. Ms. Walsh provided an outline of upcoming steps, including disconnections scheduled for June 22 and June 23, for approximately 150-175 customers. She noted that SPU staff will work with customers on payment plans even on disconnection days. Ms. Walsh asked for guidance as to whether customers on a payment plan who miss a payment must pay all amounts owing, or only the missed payment, to avoid disconnection. The consensus of Commissioners was that only one payment plan payment may be late within a 12-month period and the customer must arrange payment of the late payment to avoid disconnection; a second late payment would result in disconnection, with payment of the full amount outstanding and the reconnection fee required.

9. 2020 Audit. Ms. Jean McGann, AEM, introduced Andrew Grice, CPA, from berganKDV, SPU's auditors. Mr. Grice presented the 2020 Audit Report with an unmodified opinion, Financial Statements, and Communications Letter, identifying no instances of legal noncompliance and no material weaknesses or significant deficiencies. Motion by Commissioner Krieg to approve the 2020 Audit Report, seconded by Commissioner Letourneau. Ayes: Fox, Brennan, Krieg, Letourneau. Nays: None. Motion carried.

10. Future Agenda Items. Commissioner Brennan moved to include a public comment period in future agendas. Commissioner Krieg seconded the motion. Ayes: Fox, Brennan, Krieg, Letourneau. Nays: None. Motion carried. Commissioner Brennan also requested an update as to cybersecurity.

11. Adjourn. Motion by Commissioner Letourneau, seconded by Commissioner Krieg, to adjourn to the June 21, 2021 meeting. Ayes: Fox, Brennan, Krieg, Letourneau. Nays: None. Motion carried.

  
\_\_\_\_\_  
Greg Drent, Commission Secretary