

MINUTES OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
August 2, 2021
Regular Meeting

1. Call to Order. President Mocol called the August 2, 2021 meeting of the Shakopee Public Utilities Commission to order at 5:00 P.M. President Mocol, Vice President Fox, Commissioner Brennan, and Commissioner Krieg were present. Commissioner Letourneau was absent.
2. Communications. President Mocol announced that the August 16, 2021 Commission meeting has been canceled. In addition, the downtown businesses asked that SPU post a link to a press release from Southern Valley Alliance (SVA) or www.svamn.org on the website.
3. Approval of Consent Agenda. Vice President Fox moved approval of the consent agenda. Commissioner Krieg seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg. Nays: None. Motion carried. The approved items were: July 19, 2021 Minutes; August 2, 2021 Agenda; August 2, 2021 Warrant List; 2nd Quarter 2021 Financial Report; Annual Elections for the 2021- 2022 Insurance Policy; Consideration of Auditor Independence Policy and Request for Proposal for Audit Services; MMPA July Meeting Update; Resolution #2021-14: Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property in Valley Crest 1st Addition; and Resolution #2021-15: Resolution Approving of the Estimated Cost of Pipe Oversizing on the Watermain Project for Valley Crest 1st Addition.
4. Liaison Report. Commissioner Brennan reported that the City approved the final plat of the Windermere South 5th Addition, and the final plat of the Valley Crest 1st Addition. She also stated that the City Council approved the Professional Services Agreement with WSB and Associates for the design and construction services of Maras, Hansen and 13th Avenue. The City Council reviewed the initial draft of the 2022 Capital Improvement Plan and will continue working on the budget until November. The Council discussed SPU's policy of using copper service lines from the home versus using plastic. This discussion will be brought back to the September 7, 2021 meeting.
5. Public Comment Period. No public comments were offered.
6. General Manager Report. Greg Drent, General Manager, gave an update on pending projects, including a second PILOT (Payment in Lieu of Taxes) meeting to be held on August 19, 2021 with the Mayor and the City Administrator. He also described a number of other pending projects. Mr. Drent reported that SPU provided mutual aid to Grand Rapids, which had over 60% of customers without power.
7. Water Report. Lon Schemel, Water Superintendent, noted that July was a good month and the average use was 10.7 million gallons; the high day was July 4 at 12.8 million gallons per day.

On July 29, northern Scott County went to severe drought condition. The SPU conservation plan is in effect all summer. SPU resumed its flushing program for one additional week and then stopped to preserve water.

Well #23 Design Report. Paul Herubin from Sambatek, Project Manager for Well #23 project design reported on the status. Well #23 is a vital piece of SPU's infrastructure. Design should be complete in early September, with construction in November and an expected completion date in February, 2022.

West Shakopee Substation. Joseph Adams, Planning and Engineering Director, reported that design is near-complete by Leidos. The in-service date is scheduled for November, 2022 and is one-half year ahead of when it will be needed.

8. Electric Report. Mr. Drent described two outages since the last Commission meeting. He provided an update on pending projects, including underground inspections, transformer needs, solar installations, duct bank work on Levee Drive, and other projects.

9. Customer Service/Marketing Update. Sharon Walsh, Marketing/Customer Relations Director, gave an update on Rhythm on the Rails; this week's theme is the benefit of being a local electric supplier and having a municipal supplier in the City. She also noted that 250 water surveys were completed in the last three weeks. Ms. Walsh stated that SPU has exhausted the supply of inventory with the old SPU logo so the new logo will start appearing on items. She noted that SPU will be adding a new PO Box to help separate items. Ms. Walsh provided an update on the Deposit Policy: there were 1449 accounts that were reviewed and 726 of them had more than 3 late payments; 723 accounts had good payment history and will be getting their deposits refunded. Ms. Walsh explained that the regular disconnects did not happen in July due to weather; the special disconnects are happening August 3 with 97 customers affected. She then explained "Opower", what it does for SPU, and how SPU saves 3.5-kilowatt hours. She noted that SPU has 29 medical customers on a medical plan and by state statute cannot be disconnected; a letter was sent to those customers telling them what needs to be done.

10. Late Payment Penalties and Credit Card Fees. Ms. Walsh gave an update on the status of lost revenues, and late payment and credit card fees that have not been assessed during COVID. Motion by Commissioner Brennan to return to assessing late fee penalties with a three-day grace period; seconded by Vice President Fox. Ayes: Mocol, Fox, Brennan, Krieg. Nays: None. Motion carried.

Discussion continued with respect to reinstating a credit card fee of \$3.95. Motion by Commissioner Brennan, seconded by Vice President Fox to waive this fee. Ayes: Mocol, Fox, Brennan, Krieg. Nays: None. Motion carried.

11. Compensation and Benefits. President Mocol and Commissioner Krieg volunteered to be on the informal working group for compensation and benefits. They will begin meeting in early September.
12. Items for Future Agendas. No future agenda items were offered.
13. Adjourn. Motion by Vice President Fox, seconded by Commissioner Brennan, to adjourn to September 7, 2021 (Tuesday) meeting.. Ayes: Mocol, Fox, Brennan, and Krieg. Nays: None. Motion carried.



Greg Drent, Commission Secretary