

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

REVISED

1. Call to Order. President Mocol called the September 7 2021 meeting of the Shakopee Public Utilities Commission to order at 5:03 P.M. President Mocol, Vice President Fox, Commissioner Brennan, Commissioner Krieg, and Commissioner Letourneau were present.
2. Approval of Consent Agenda. President Mocol asked that the agenda be modified to move item 10a before the General Manager Update and to add item 9a COVID discussion. Commissioner Brennan moved approval of the consent agenda, as modified. Vice President Fox seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg and Letourneau. Nays: None. Motion carried. The approved items were: August 2, 2021 Minutes; September 7, 2021 Amended Agenda; August 5, 2021 Warrant List, Account Credit Request/Deposit Refunds; August 16, 2021 Warrant List; September 7, 2021 Warrant List, MMPA August Meeting Update; 2021 Rhythm of the Rails Marketing Report; Levee Drive Duct Bank Change Order No. 1; Hansen Avenue Change Order No. 2; Resolution #2021-16: Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property in Windermere South 5th Addition.
4. Liaison Report. Commissioner Brennan noted that she had nothing to share at this time.
5. Public Comment Period. No public comments were offered.
6. Classification and Compensation Study. Greg Drent, General Manager, summarized past Commission approvals, including manager salaries, cost-of-living adjustments, and SPU organizational structure. Debra Englund of HRExpertiseBP presented the underlying philosophy and process undertaken, including ranking of positions within the organization according to eight criteria, defining the market for base pay, and defining performance-measurement tools. She discussed best-practice parameters for salary range of 80% - 120%. Ms. Englund presented the 14 grade levels for SPU employees, the market data for 2021, and the 80% - 120% salary ranges. Vice-President Fox moved approval of the Classification and Compensation Study as presented. Commissioner Letourneau seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried. Commissioner Brennan requested background information beyond a PowerPoint presentation.
7. Copper vs Plastic Water Services. Lon Schemel, Water Superintendent, explained that SPU currently requires K copper tubing both, from the water main (which SPU owns), to the curb stop and from the curb stop (owned by the customer) into the building. D.R. Horton, developer and builder for the Windermere project, requested plastic tubing from the curb stop into the building. Michael Suel, Land Development Manager, D.R. Horton, explained that the concern

was theft of copper. Commissioner Brennan moved that SPU implement plastic water service lines from the curb stop to the building in the 2022 policy and include specifications and tracer wire requirements. Vice-President Fox seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.

8. General Manager Report. Mr. Drent reported that SPU and City representatives met again to discuss PILOT, that staff is working on budget and capital improvement plan items, and that SPU hired a Project Engineer. Mr. Drent noted that Grand Rapids Public Utilities sent a thank-you for the mutual aid, which SPU will hang in its office. Mr. Drent provided an update on the reconstruction project of the SPU Service Center.

9. Water Report. Mr. Schemel reported that water pumpage levels have returned to seasonal norms. He noted that the department has resumed flushing. He provided an update on hydrant painting, with 50 hydrants completed and 50 remaining. Mr. Schemel noted that the Minnesota Department of Health will start PFAS sampling tomorrow in Shakopee and that WCCO plans to report on this statewide testing process. He reported that interior painting has started for Tank #8 and that the completion of Tank #8 has been pushed back to November of 2021. Commissioner Brennan departed the meeting to attend a City Council meeting.

Water Level Comparison. Mr. Schemel presented a memo on the static water levels in wells when not being pumped. Mr. Schemel proposed that in January or February of 2022, he will graph the entire year. He noted that he contacted the US Geological Survey to determine the costs to complete a water-aging test and will bring the information back to the Commission.

10. Electric Report. Mr. Carlson, Electric Superintendent, described 15 outages since the last Commission meeting. He provided an update on pending projects, including completing Hentges Way, duct bank work on Levee Drive, and other projects.

11. Electric Vehicle Charging Stations. Mr. Carlson provided an update on six EV charging stations in partnership with the City of Shakopee. He noted that Enel X has provided a \$57,429.80 quote for the charging stations and 5-year data and maintenance plan, which was lower than the state bid contract cost. Mr. Carlson explained that the City of Shakopee will reimburse SPU for the cost of three of the charging stations. Commission Letourneau moved to approve the quote from Enel X in the amount of \$57,429.80, as well as additional cost incurred by local licensed electricians for final commissioning of the six charging stations. Commissioner Krieg seconded the motion. Ayes: Mocol, Fox, Krieg, and Letourneau. Nays: None. Motion carried.

12. Human Resources. The Commission discussed SPU COVID policies in light of the Delta variant, including in-person Commission meetings, masks, remote work options, testing, exposure/quarantine, and vaccination policies. The Commission will further consider this topic on a future agenda.

13. Customer Service/Marketing Update. Sharon Walsh, Marketing/Customer Relations Director, noted updates to the collection letters and billing statements, which are targeted for the September bills. She explained that no disconnects occurred in August due to extreme heat. Over 400 customers were later scheduled for the regular disconnect process, and SPU processed approximately one-half of them. Ms. Walsh noted that late penalties are being applied. She stated that the legislature has expanded the Cold Weather Rule from October 1st to April 30th (rather than October 15th - April 15th in the past).

14. Water and Electric Projects. Joseph Adams, Planning and Engineering Director, presented the current list of SPU water and electric projects, with maps depicting where the projects are located. He noted that this information was last presented in January 2021.

15. Adjourn. Motion by Vice President Fox, seconded by Commissioner Krieg, to adjourn to the September 20, 2021 meeting. Ayes: Mocol, Fox, Krieg, and Letourneau. Nays: None. Motion carried.



Greg Drent, Commission Secretary