

MINUTES OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
JANUARY 3, 2022
Regular Meeting

1. Call to Order. President Mocol called the January 3, 2022 meeting of the Shakopee Public Utilities Commission to order at 5:05 PM. President Mocol, Vice President Fox, Commissioner Brennan, Commissioner Krieg, and Commissioner Letourneau were present.
2. Approval of Consent Agenda. Commissioner Brennan asked to pull items (3k) and (3l) from the Consent Agenda. Vice President Fox moved approval all other items on the Consent Agenda: (3a) December 6, 2021 Minutes; (3b) January 3, 2022 Agenda; (3c) December 6, 2021 Warrant List, Account Credit Request/Deposits Refunds; (3d) December 20, 2021 Warrant List; (3e) January 3, 2022 Warrant List; (3f) MMPA December Meeting Update; (3g) MMPA December Meeting Update; (3h) Nitrate Results; (3i) Emergency Response Plan Certificate; (3j) Director of Finance and Administration & It Supervisor Hiring; (3m) Res#2021-03 Resolution Approving the Payment for the Pipe Oversizing Costs on the Watermain Project – Summerland 1st Addition. Commissioner Krieg seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.

For item (3k), Commissioner Brennan asked for more information on the changes in meter fees. Lon Schemel, Water Superintendent, described the history of fee changes. Commissioner Brennan moved to approve item (3k) Res#2022-01 Resolution Establishing Water Meter and Installation Fess. Commissioner Letourneau seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried. As to item (3l), Joseph Adams, Director of Planning and Engineering, discussed the history and determination of fees related to underground electrical distribution. Commissioner Brennan moved to approve item (3l) Res#2022-02 Resolution Adjusting Fees Applied Under the Installation of Underground Electrical Distribution System Policy. Vice President Fox seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.

3. Liaison Report. No report was offered.
4. Public Comment Period. No public comments were offered.
5. General Manager Report. Greg Drent, General Manager, provided an update on current projects. As to the Payment in Lieu of Taxes (PILOT) agreement with the City, Mr. Drent reported that he and President Mocol attended the City Council meeting on December 21, 2021, when the City Council unanimously approved the agreement. Mr. Drent noted that the final selection for the billing and software system is underway, and SPU is waiting to receive proposed agreements. He explained that installation is expected one year after contract approval. Mr. Drent also reported that all employee reviews and compensation determinations have been completed. He expects to

receive a response from Minnesota Valley Electric Cooperative for Commission consideration at a future meeting.

6. Water Report. Mr. Schemel provided an update on winter maintenance projects, including the inventory process. He noted that the average pumpage level for December 2021 was 3 million gallons/day, as opposed to 10 million over the summer.

7. Minnesota Department of Health PFAS Sampling Results. Mr. Schemel discussed the PFAS testing results. He noted that these results are a snapshot in time and that SPU may want to develop protocols for future monitoring and testing. Mr. Schemel noted that a representative from the Minnesota Department of Health will participate in the January 18, 2022 Commission meeting to answer questions from the Commissioners.

8. Electric Report. Brad Carlson, Electric Superintendent, reported that since the last Commission meeting, seven outages occurred, two storm-related, three electrical failures, and two animal-related. He also provided an update on current projects, including Windemere 4th Addition, transit shelters, Levee Drive duct bank, and replacing storm-damaged streetlights.

9. Authorized Vehicle & Equipment Purchasing to be delivered in 2023. Mr. Carlson explained that the process to order new vehicles has been significantly delayed. He noted the vehicles scheduled for purchase in 2023 and requested authorization to begin the purchase process in 2022, given the anticipated delivery in 2023. Commissioner Brennan moved to authorize the purchase of the 2023 vehicles as presented. Commissioner Letourneau seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.

10. Customer Service/Marketing Update. Sharon Walsh, Director of Key Accounts/Marketing/Special Projects, discussed the new rates brochure that she has been developing with the City. She described efforts to develop content for SPU's Facebook page. Ms. Walsh also reported that due to a printing delay by the third-party vendor, bills were mailed today, approximately one week later than usual. She noted that SPU posted a notice on Facebook and that billing information is available on-line. Ms. Walsh also noted that under SPU's typical practices, January 24th is the first date that late penalties would apply. The consensus was to proceed with the typical policy, and to address any customer concerns on a case-by-case basis. Ms. Walsh also reported that SPU plans to provide information about the MMUA Tom Bovich Memorial Scholarship to high schools.

11. General Manager Performance Evaluation. Commissioner Letourneau moved, seconded by Vice President Fox, that the Commission go into closed session under Minnesota Statutes, Section 13D.05, subdivision 3(a) to evaluate the performance of the General Manager. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried. In open session, President Mocol summarized the discussion, commending Mr. Drent on fostering a positive

relationship with the City and on his communication skills, and requesting that he develop a list of goals for 2022, including community/customer involvement and marketing.

12. Adjourn. Motion by Commissioner Letourneau, seconded by Vice President Fox, to adjourn to the Tuesday, January 18, 2022 meeting. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.



Greg Drent, Commission Secretary