

MINUTES OF THE  
SHAKOPEE PUBLIC UTILITIES COMMISSION  
March 21, 2022  
Regular Meeting

1. Call to Order. President Mocol called the March 21, 2022 meeting of the Shakopee Public Utilities Commission to order at 5:00 PM. President Mocol, Vice President Fox, Commissioner Brennan, Commissioner Krieg, and Commissioner Letourneau were present.
2. Approval of Consent Agenda. Commissioner Krieg asked to pull items (3h) and (3i) from the Consent Agenda. Vice President Fox moved approval of all other items on the Consent Agenda: (3a) March 7, 2022 Minutes; (3b) March 21, 2022 Agenda; (3c) March 4, 2022 Warrant List, Account Credit Request/Deposit Refunds; (3d) March 21, 2022 Warrant List; (3e) Monthly Dashboard as of February 2022; (3f) Monthly December 2021 and Preliminary January 2022 Financials; (3g) Tank 8 In Service – Advisory; (3j) City Project No 21-001 Maras Street, 12<sup>th</sup> Avenue, Hansen Avenue; (3k) DR Horton Exchange Agreement and Completion of Closing Under Exchange Agreement. Commissioner Letourneau seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.
3. Items (3h) and (3i). Commissioner Krieg asked about the number of participating customers and financial impacts. Mr. Drent provided an overview of the number of participants and financial information. Commissioner Krieg moved to approve (3h) Res#2021-08 Resolution Approving Shakopee Public Utilities Commission’s Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities. Commissioner Letourneau seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried. Motion by Vice President Fox to approve (3i) Res#2021-08 Resolution Approving Shakopee Public Utilities Commission’s Cogeneration and Small Power Tariff, seconded by Commissioner Letourneau. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.
4. Liaison Report. Commissioner Brennan reported that the City Council approved the final plat for Valley Crest 2<sup>nd</sup> Addition, as well as the Maras/Hansen Ave utility reconstruction plans.
5. Public Comment Period. No public comments were offered.
6. General Manager Report. Greg Drent, General Manager, reminded Commissioners that the joint meeting with the City Council is Tuesday, March 29<sup>th</sup>, 2022, 6:00 PM at City Hall. He noted that the substation transformer delivery is expected sooner, perhaps at the end of September or October. Mr. Drent reported that SPU finished the 2021 audit, and the results will be presented to the Commission. He also reported that he met with representatives of the City of Prior Lake and MVEC as to the service territory transfer. Mr. Drent noted that the next Commission meeting will include an election of officers.

7. Water Report. Lon Schemel, Water Superintendent, noted that his staff is preparing for valve exercising to begin the flushing process. He also reported that Water Tank #8 is online and running properly.

8. Backflow Prevention and Cross-Connection Policy. Mr. Schemel introduced Tony Myers, SPU Water Supervisor, who presented on the issue of backflow and cross-connections, including potential pollution and contamination concerns, and the requirements of the Minnesota Department of Health. Mr. Myers discussed the proposed Backflow Prevention and Cross-Connection Control Policy. Commissioners discussed the testing requirements, and the consensus was to provide a list of vendors who perform this testing. Commissioner Brennan moved to approve the Backflow Prevention and Cross-Connection Control Policy, with annual testing requirements starting in 2023. Vice President Fox seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.

9. Electric Report. Brad Carlson, Electrical Superintendent, reported that no outages occurred since the last Commission meeting. He also reported that the customer disconnects performed last week went well. Mr. Carlson noted that the Department continues tree trimming and clean up from winter projects. He reported that DOT aerial lift inspections were completed for the electric and water fleet. He noted that the electric team is competing in the APPA Lineworkers Rodeo in Austin, Texas. Mr. Carlson announced that SPU has hired Elle Seaver as an apprentice lineworker, SPU's first female lineworker. She will start April 4<sup>th</sup>.

10. West Shakopee Substation 15kV Switchgear and Control Building Bid Award. Joseph Adams, Director of Planning and Engineering, introduced Kevin Favero, Senior Project Manager, Leidos Engineering LLC. Mr. Favero explained that three bidders responded. He noted that some responses did not include required specifications or had a delayed delivery after the required spring 2023 timing and were deemed nonresponsive. Mr. Favero described his research and analysis of the responsive bids and recommended awarding the contract to States Manufacturing, which provided the lowest responsive bid, in the amount of \$1,533,000. Vice President Fox moved to approve awarding the contract to States Manufacturing in the amount of \$1,533,000. Commissioner Letourneau seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.

11. Customer Service/Marketing Update. Sharon Walsh, Director of Key Accounts/Marketing/Special Projects, noted that the AMI bid package is under final review. She described an upcoming key account meeting with Image Prints. Ms. Walsh noted that a ribbon cutting ceremony is scheduled for Tuesday, April 12<sup>th</sup> at 9:00 AM for SPU's drive-up. Mr. Drent noted that the drive-up opened today as a soft opening, with the formal opening planned for April 12<sup>th</sup>. Ms. Walsh explained plans to promote the Lineworkers Rodeo, gather content for SPU's Year in Review newsletter, and provide information on backflow prevention on SPU's website.

12. IT Project Update. Mr. James Keltgen, IT Supervisor, described his background and presented on current and planned projects, including NISC, Microsoft 365, Scott County fiber optic ring, and cybersecurity.

13. Adjourn. Motion by Vice President Fox, seconded by Commissioner Krieg, to adjourn. Ayes: Mocol, Fox, Brennan, Krieg, and Letourneau. Nays: None. Motion carried.

  
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Greg Drent, Commission Secretary