

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
June 6, 2022
at 5:00 PM

To watch this meeting live click or copy the link: <https://tinyurl.com/SPU-YouTube-Live>

1. **Call to Order** at 5:00pm in the SPU Service Center, 255 Sarazin Street
 - 1a) Roll Call
2. **Communications**
3. **Consent Agenda**
 - C=> 3a) Approval of May 16, 2022 Minutes (GD)
 - C=> 3b) Approval of June 6, 2022 Agenda (KM)
 - C=> 3c) June 6, 2022 Warrant List (KW)
 - C=> 3d) MMPA May Meeting Update (GD)
 - C=> 3e) Final Vision-Mission-Values Statement (KW)
 - C=> 3f) Well 23 Domestic Materials Memo (LS)
 - C=> 3g) Res#2022-14 Resolution Setting the Amount of the Trunk Water Charges, Approving of its Collection and Authorizing Water Services to Certain Property Described as Valley Crest 2nd Addition (JA)
 - C=> 3h) Res#2022-15 Resolution Setting the Amount of the Trunk Water Charges, Approving of its Collection and Authorizing Water Services to Certain Property Described as Summerland 2nd Addition (JA)
 - C=> 3i) Res#2022-16 Resolution approving of the Estimated Cost of Pipe Oversizing on the Watermain Project: Summerland Place 2nd Addition (JA)
 - C=> 3j) NISC Project Update (JK)
4. **Liaison Report** (JB)
5. **Public Comment Period.** The public comment period provides an opportunity for the public to address the Commission on items that are not on the agenda. Comments should **not** exceed five minutes. The SPU President may adjust that time limit based upon the number of persons seeking to comment. This comment period may not be used to make personal attacks, to air personality grievances, or for political endorsements or campaigns. The public comments are intended for informational purposes only; Commissioners will not enter into a dialogue with commenters, and questions from Commissioners will be for clarification only.
6. **General Manager Report**
 - 6a) General Manager Report – Verbal (GD)
 - 6b) Clean Energy Choice – A Sustainable Energy Solution (GD & SW)

7. **Reports: Water Items**
 - 7a) Water System Operations Report – Verbal (LS)

8. **Reports: Electric Items**
 - 8a) Electric System Operations Report – Verbal (BC)
 - 8b) MMPA Load Shedding Policy (GD)
 - 8c) West Shakopee Substation Construction Contract Bid Award (JA)

9. **Reports: Human Resources**

10. **Reports: General**
 - 10a) Marketing/Key Accounts Report – Verbal (SW)

11. **Items for Future Agendas**

12. **Tentative Dates for Upcoming Meetings****
 - June 20, 2002
 - July 5, 2022 – Tentative
 - July 18, 2022
 - August 1, 2022
 - August 15, 2022

13. **Adjournment**

MINUTES OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
May 16, 2022
Regular Meeting

1. Call to Order. President Mocol called the May 16, 2022, meeting of the Shakopee Public Utilities Commission to order at 5:00 PM. President Mocol, Vice President Krieg, Commissioner Brennan, Commissioner Fox, and Commissioner Letourneau were present.
2. Approval of Consent Agenda. Commissioner Letourneau moved approval of the consent agenda: (3a) May 2, 2022 Minutes; (3b) May 16, 2022, Agenda; (3c) May 4, 2022 Warrant List, Account Credit Request/Deposit Refunds; (3d) May 16, 2022 Warrant List; (3e) MMPA April Meeting Update; (3f) Water Efficiency Grant Program. Vice President Krieg seconded the motion. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.
3. Liaison Report. Commissioner Brennan had nothing to share.
4. Public Comment Period. No public comments were offered.
5. General Manager Report. Greg Drent, General Manager, noted that SPU sent a bucket truck to participate in a bucket truck parade in memory of an MVEC electric line worker. Mr. Drent summarized other projects, including the Hauer property development; and customer letters concerning the service territory transfer. Mr. Drent reported that Shakopee Hospital asked if SPU wanted to install an EV charger at the Hospital. After some discussion, Mr. Drent plans to bring back additional information about costs and the practices of other utilities.
6. Water Report. Lon Schemel, Water Superintendent, noted that water usage is increasing, with average pumpage of 4.1 million gallons/day, with a high of 5.7 million. Mr. Schemel also provided an update on water projects, including Shakopee Flats, Scenic Heights, and flushing. He stated that SPU received the truck that was ordered in May of 2021.
7. Well 23 Casing Substitution Request. Mr. Schemel noted that although the construction agreement with Traut Companies specified that domestic products are required, Traut arranged for casing from outside the United States. According to Traut, domestic product is not available, and it prepared a substitution request. After discussion, Commissioner Brennan moved to table the matter until the next meeting and requested additional information as to the past history and use of this material in other projects and an extended warranty. Commissioner Fox seconded the motion. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.
8. Electric Report. Brad Carlson, Electric Superintendent, reported three outages since the last Commission meeting due to storms. He noted that 31 customers were affected, 30 for less than one hour. Mr. Carlson explained SPU and MVEC staff will be conducting an infield audit to

inspect facilities as part of the service territory transfer with MVEC. He noted other projects, including Levee Drive duct bank; Maras Avenue relocating overhead lines; relocating a pole for County Road 83; assisting in removing trees with emerald ash borer; installing water line at Heritage Park; and changing light poles on Gorman Street.

9. Mission, Vision and Values. Mr. Drent and Kelley Willemssen, Director of Finance and Administration, introduced Debra Englund, HRExpertiseBP, who helped the leadership team prepare proposed Vision, Mission, and Values Statements. The Commission discussed the statements and suggested revisions, as follows:

Vision: Shakopee Public Utilities is a collaborative organization rooted in and committed to the community we serve.

Mission: We are dedicated to meeting our customers' needs by safely providing competitively priced, quality, reliable services while investing in our community.

Values: Community Focused (accountable, respectful, responsive, dependable), Ethical (integrity, trustworthy, transparent/forthcoming), Quality (excellence, professionalism, continuous improvement), Safety (practices, culture, education, employee development), Leadership (stewardship, innovation, expertise).

Commissioner Letourneau moved approval of the Vision, Mission, and Values Statements, as revised. Commissioner Fox seconded the motion. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.

10. Marketing/Customer Service Report. Sharon Walsh, Director of Key Accounts/Marketing/Special Projects, reported that she is working with Frontier Energy to do an energy audit that will save approximately 55,000 kWh for a low-income multi-family housing development. Ms. Walsh also noted that she is working with MVEC on customer communications regarding the service territory transfer. She noted that SPU has a truck at the Shepard's Flock Preschool registration tonight, and that SPU will host a charter school tour. Ms. Walsh also noted that Friday will be SPU's first adopt-a-park cleanup.

11. April Financials & Accounts Receivable Aging Report – Collections Update. Ms. Willemssen presented the current financial reports. She noted that approximately \$6.5 million in SPU investments will be maturing in the next 90 days and will work with PFM to address SPU project needs and future investment. She also noted the significant decline in accounts receivable from this time in 2021.

12. Future Agenda Items. Commissioner Fox asked about the potential for an internship program at SPU. Commissioner Brennan asked about SPU participating in local electric vehicle fairs.

13. Adjourn. Motion by Commissioner Fox, seconded by Vice President Krieg, to adjourn to the June 6, 2022, meeting. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.

Greg Drent, Commission Secretary

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SHAKOPEE PUBLIC UTILITIES COMMISSION
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at 5:00 PM

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 - August 15, 2022
13. **Adjournment**

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

June 6, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

VERIZON WIRELESS	\$3,144.01
ABDO LLP	\$2,949.75
ALLSTREAM BUSINESS US, INC	\$2,475.39
AMARIL UNIFORM CO.	\$932.65
ANDREA AMANDA RAMNAUTH	\$5,501.06
APPA	\$25,682.09
APPLE FORD OF SHAKOPEE	\$99.56
ARROW ACE HARDWARE	\$78.53
ASTLEFORD INTERNATIONAL & ISUZU	\$4,711.57
BERNDTSON, ROBERT	\$250.97
BERTRAM, CODY	\$350.00
BISCHEL, BRIAN	\$350.00
BOHLMANN, DENISE	\$500.00
BORDER STATES ELECTRIC SUPPLY INC	\$1,821.08
BROWN, JASON & MANDI	\$50.00
BUNNELL, JACKIE	\$75.00
CANTERBURY PARK HOLDING CORP	\$14,550.00
CDW LLC	\$13,127.86
CHEN, MEILIN	\$75.00
CHOICE ELECTRIC INC	\$5,527.72
CITY OF SHAKOPEE	\$25.58
CITY OF SHAKOPEE	\$249,000.00
CITY OF SHAKOPEE	\$1,031.08
CLIFTONLARSONALLEN LLP	\$1,975.00
COMCAST CABLE COMMUNICATIONS, INC.	\$2.25
CORE & MAIN LP	\$38,147.05
CUSTOMER CONTACT SERVICES	\$490.66
DEFINITIVE TECHNOLOGY SOLUTIONS, INC	\$8,374.18
DELTA DENTAL PLAN OF MN	\$5,349.21
DEWILD GRANT RECKERT AND ASSOCIATES	\$2,323.90
DIMATION, INC.	\$2,561.00
DITCHWITCH	\$316.31
EMERGENCY AUTOMOTIVE TECHNOLOGIES IN	\$724.79
FERGUSON US HOLDINGS, INC.	\$4,581.91
FILTRATION SYSTEMS, INC	\$2,371.93
FIRST PRESBYTERIAN CHURCH	\$266.00
FLEMING, CHRISTOPHER J	\$200.00
FS3 INC	\$2,195.34
FURTHER	\$1,460.75
GOPHER STATE ONE-CALL	\$1,370.25
GRAINGER	\$332.72
GRAYBAR ELECTRIC COMPANY INC	\$9,344.53
GRIEBEL, MATTHEW	\$206.50
HASTINGS, RUSSELL	\$200.00
HAWKINS INC	\$4,298.75
HD SUPPLY FACILITIES MAINTENANCE LTD	\$1,337.45
HENNEN'S AUTO SERVICE, INC.	\$798.77
HRExpertiseBP LLC	\$1,387.50
HUSET, JAIME	\$155.00
IDEAL SERVICE CO, INC.	\$10,873.20
IMPACT MAILING OF MINNESOTA, INC.	\$12,538.04

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June 6, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

INDELCO PLASTICS CORP	\$1,419.22
INNOVATIVE OFFICE SOLUTIONS LLC	\$2,231.36
INTEGRATED PROCESS SOLUTIONS, INC	\$2,018.00
INTERSTATE POWER SYSTEMS INC	\$376.84
IRBY TOOL & SAFETY	\$429.50
JACK HENRY & ASSOCIATES, INC.	\$3,736.01
JAHR, NATHAN	\$200.00
JET-BLACK FRANCHISE GROUP	\$1,030.50
JT SERVICES	\$2,786.58
KLAUSTERMEIER, KERRY	\$75.00
KLEHR, MICHAEL	\$500.00
KLM ENGINEERING INC	\$650.00
LARSON, CHAD	\$500.00
LAXEN, LEN	\$105.00
LEIS, SCOTT	\$350.00
LINK, DAVE & LYNN	\$500.00
LOCATORS & SUPPLIES INC	\$185.49
MASTER MECHANICAL INC	\$1,294.05
MCGRANN SHEA CARNIVAL	\$5,497.00
MINN VALLEY TESTING LABS INC	\$574.00
MINNESOTA LIFE	\$1,299.15
MN AWWA	\$1,280.00
MW Bevins Co.	\$825.27
MYERS, TONY	\$28.00
NAGEL COMPANIES LLC	\$8,685.12
NAPA AUTO PARTS	\$105.49
NCPERS GROUP LIFE INSURANCE	\$176.00
NEVILLE, GERRY	\$184.87
NGUYEN, VAN HUNG	\$125.00
NICKOLAY, CINDY	\$261.50
O'BRIEN, TYLER	\$206.50
OLDCASTLE INFRASTRUCTURE INC	\$6,911.37
OLSEN CHAIN & CABLE, INC.	\$1,539.16
Principal Financial Group	\$3,951.78
Prom, Thida	\$350.00
PARROTT CONTRACTING, INC	\$12,232.75
PAYMENTUS CORPORATION	\$29,296.85
PEDERSON, MARK	\$500.00
PITNEY BOWES INC	\$1,214.52
PLUNKETT'S PEST CONTROL, INC.	\$135.79
POUTI, MARK AND DARCY	\$1,909.46
PROBEWELL LAB INC	\$26,900.00
PROWIRE ELECTRICAL SERVICE LLC	\$429.49
RDO EQUIPMENT CO.	\$498.24
ROSEVILLE MIDWAY FORD	\$33,522.11
ROWE, EDWARD	\$350.00
RUBENE, ANNA	\$135.00
RW Beck Group, Inc, Leidos Eng. LLC	\$101,568.25
SAMBATEK	\$4,473.00
SCHILZ ORNAMENTAL IRON INC	\$220.00
SCHNEIDER, TOM	\$500.00
SCHWARTZ, BRANDON	\$159.95

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

June 6, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

SCOTT COUNTY GOVT. CENTER WEST	\$25,072.00
SCOTT COUNTY RECORDERS OFFICE	\$46.00
SHAKOPEE HEALTHCARE INVESTORS LLC	\$820.00
SHORT ELLIOTT HENDRICKSON INC	\$3,540.40
SOUTHWEST NEWS MEDIA DBA DIV. OF RED	\$394.68
STAFFORD, CLIFFORD D	\$500.00
SWANSON, MICHAEL	\$500.00
T & R ELECTRIC SUPPLY CO INC	\$128.25
TICK TERMINATOR, BRIAN H. ANDERSON	\$1,098.75
TRAN, DIEM	\$75.00
TRIPLETT, GREG	\$206.52
VANBEECK, BRIAN	\$144.95
VERIZON CONNECT FLEET USA LLC	\$523.95
VERIZON WIRELESS	\$14,242.73
WESCO RECEIVABLES CORP.	\$28,335.94
WITZEL, KEELEY & MATTHEW	\$50.00
WSB & ASSOCIATES, INC.	\$15,719.00
XCEL ENERGY	\$358.48

\$802,681.71



Presented for approval by: Director of Finance & Administration

Approved by General Manager

Approved by Commission President

SHAKOPEE PUBLIC UTILITIES COMMISSION

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June 6, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

VERIZON WIRELESS	\$3,144.01	Cell phone usage 3/24-4/23/22
ABDO LLP	\$2,949.75	May services for Cash & Invest Recons, Fin. Dir.
ALLSTREAM BUSINESS US, INC	\$2,475.39	Shak Sub, Pike Lake, S. Sub, and SPU
AMARIL UNIFORM CO.	\$932.65	Clothing for Water & Elec. Dept.
ANDREA AMANDA RAMNAUTH	\$5,501.06	Deep carpet clean & cleaning after construction in building
APPA	\$25,682.09	Utility Membership 4/1/22-3/31/23
APPLE FORD OF SHAKOPEE	\$99.56	WATER TRUCK #615 OIL CHANGE
ARROW ACE HARDWARE	\$78.53	Elec. Dept. male hose mender & plastic strips & couplings
ASTLEFORD INTERNATIONAL & ISUZU	\$4,711.57	parts needed for repair of Unit 612
BERNDTSON, ROBERT	\$250.97	143 Miles reimb.
BERTRAM, CODY	\$350.00	2022 Res. Cooling & Heating
BISCHEL, BRIAN	\$350.00	RESIDENTIAL ENERGY EFFIC. REBATE
BOHLMANN, DENISE	\$500.00	2022 Res. Cooling & Heating
BORDER STATES ELECTRIC SUPPLY INC	\$1,821.08	2S Meters - WO#2587
BROWN, JASON & MANDI	\$50.00	2022 Res. Energy Star Appliance Rebate
BUNNELL, JACKIE	\$75.00	2022 Res. Energy Star Appliance Rebate
CANTERBURY PARK HOLDING CORP	\$14,550.00	LED LIGHTING - EXTERIOR PRKING LOT REBATE
CDW LLC	\$13,127.86	All-in-One Conference Cam - WO#2470 & \$12161.88-Licenses to enable In Tune Mgmt for field crew/commissioners - WO#2605
CHEN, MEILIN	\$75.00	2022 Res. Energy Star Appliance Rebate
CHOICE ELECTRIC INC	\$5,527.72	Barn Ceiling Fans switch out & WO#2554 - \$2888.71 Govt. Ctr. Car charger
CITY OF SHAKOPEE	\$25.58	FINAL BILL WO#2511 CITY MILL OVERLAY
CITY OF SHAKOPEE	\$249,000.00	June PILOT Transfer Fee
CITY OF SHAKOPEE	\$1,031.08	Storm drainage/SPU Properties
CLIFTONLARSONALLEN LLP	\$1,975.00	FINAL BILLING 2021 AUDIT
COMCAST CABLE COMMUNICATIONS, INC.	\$2.25	Service from 5/17-6/16/22
CORE & MAIN LP	\$38,147.05	WO#2576 - Meters \$37,499.26, WO#2613 - 544.46 adapter, bushing, nuts, insert,
CUSTOMER CONTACT SERVICES	\$490.66	Answering service 5/31-6/27
DEFINITIVE TECHNOLOGY SOLUTIONS, INC	\$8,374.18	WO#2502 - Aquos Board
DELTA DENTAL PLAN OF MN	\$5,349.21	June premiums for Dental ins.
DEWILD GRANT RECKERT AND ASSOCIATES	\$2,323.90	WO#2239 - \$1938.90 Levee Duct Bank, WO#2612 - \$385.00 Prof. service thru 4/30/22
DIMATION, INC.	\$2,561.00	2022 HVAC 5288 Valley Ind. Blvd. S. - Rebate
DITCHWITCH	\$316.31	Hose, bolt clamp
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	\$724.79	install and wire strobe lights on 652 - WO#2580
FERGUSON US HOLDINGS, INC.	\$4,581.91	WO#2576 - \$3524.48, Fire Hyd Meter, WO#2613 - \$168.25. Coup, & Grease
FILTRATION SYSTEMS, INC	\$2,371.93	Filters
FIRST PRESBYTERIAN CHURCH	\$266.00	2022 Exterior LED Lighting
FLEMING, CHRISTOPHER J	\$200.00	2022 Irrigation Controllers rebate
FS3 INC	\$2,195.34	Pulling Harness & Feeding Sheave
FURTHER	\$1,460.75	Flex Dependent reimb. & dental reimb.
GOPHER STATE ONE-CALL	\$1,370.25	May locates
GRAINGER	\$332.72	Anchor, step ladder
GRAYBAR ELECTRIC COMPANY INC	\$9,344.53	Pipe & elbows
GRIEBEL, MATTHEW	\$206.50	Underground school reimb. (per diem)
HASTINGS, RUSSELL	\$200.00	2022 Irrigation Controllers rebate
HAWKINS INC	\$4,298.75	Chlorine Cylinder
HD SUPPLY FACILITIES MAINTENANCE LTD	\$1,337.45	Insulated Probe
HENNEN'S AUTO SERVICE, INC.	\$798.77	Tires for 627
HRExpertiseBP LLC	\$1,387.50	May consulting service
HUSET, JAIME	\$155.00	RESIDENTIAL APPLI RECYCLE REBATE
IDEAL SERVICE CO, INC.	\$10,873.20	WO#2582 - \$465.00 Field service, WO#2582 - \$10,408.20 Control Panel mount, blue tooth, parts and service labor
IMPACT MAILING OF MINNESOTA, INC.	\$12,538.04	Monthly 5/23 file - statements
INDELCO PLASTICS CORP	\$1,419.22	Ball, Valve, Nipple, bushing, tube, connectors
INNOVATIVE OFFICE SOLUTIONS LLC	\$2,231.36	Stools for office, lamp & office supplies
INTEGRATED PROCESS SOLUTIONS, INC	\$2,018.00	Pumphouse #2 DC Power
INTERSTATE POWER SYSTEMS INC	\$376.84	Pumphouse #9 - Inspection

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

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Commission:

IRBY TOOL & SAFETY	\$429.50 TOOL BAG
JACK HENRY & ASSOCIATES, INC.	\$3,736.01 Ele. deposit ALF, RemitPlus ALF
JAHR, NATHAN	\$200.00 2022 Res. Cooling & Heating
JET-BLACK FRANCHISE GROUP	\$1,030.50 WO#2620 HOT RUBBER CRACK REPAIR
JT SERVICES	\$2,786.58 Hole White Tag Kit, cable grips & new pole
KLAUSTERMEIER, KERRY	\$75.00 2022 Res. Energy Star Appliance Rebate
KLEHR, MICHAEL	\$500.00 RESIDENTIAL ENERGY EFFIC. REBATE
KLM ENGINEERING INC	\$650.00 2021 & 2022 Visual Inspection - WO#2615
LARSON, CHAD	\$500.00 Res. Energy Efficient Cooling & Heating
LAXEN, LEN	\$105.00 RESIDENTIAL APPLI RECYCLE REBATE
LEIS, SCOTT	\$350.00 2022 Res. Cooling & Heating
LINK, DAVE & LYNN	\$500.00 RESIDENTIAL ENERGY EFFIC. REBATE
LOCATORS & SUPPLIES INC	\$185.49 safety vests
MASTER MECHANICAL INC	\$1,294.05 Repair of Boiler #1
MCGRANN SHEA CARNIVAL	\$5,497.00 Municipal & Regulatory Matters thru 4/30
MINN VALLEY TESTING LABS INC	\$574.00 Coliform, Nitrate & Nitrite
MINNESOTA LIFE	\$1,299.15 May Life. ins. premiums
MN AWWA	\$1,280.00 AWWA Conf. training T.M, B.S., D.H., J.H
MW Bevins Co.	\$825.27 Pole 6'
MYERS, TONY	\$28.00 MN DLI Backflow Tester License
NAGEL COMPANIES LLC	\$8,685.12 WO#2386 - Canterbury/Valley Ind.
NAPA AUTO PARTS	\$105.49 Fuse for skidsteer
NCPERS GROUP LIFE INSURANCE	\$176.00 June NCPERS Life ins.
NEVILLE, GERRY	\$184.87 94 miles reimb.
NGUYEN, VAN HUNG	\$125.00 2022 Res. Energy Star Appliance Rebate
NICKOLAY, CINDY	\$261.50 169 Miles reimb.
O'BRIEN, TYLER	\$206.50 Underground school reimb. (per diem)
OLDCASTLE INFRASTRUCTURE INC	\$6,911.37 WO#2239 - Manhole/Precast Vault
OLSEN CHAIN & CABLE, INC.	\$1,539.16 Anchors, slings
Principal Financial Group	\$3,951.78 L.T.D. for June premiums
Prom, Thida	\$350.00 2022 Res. Cooling & Heating
PARROTT CONTRACTING, INC	\$12,232.75 repalce valve at Pumphouse 4
PAYMENTUS CORPORATION	\$29,296.85 Transaction Fees for April 2022
PEDERSON, MARK	\$500.00 RESIDENTIAL ENERGY EFFIC. REBATE
PITNEY BOWES INC	\$1,214.52 2nd Qtr. Postage machine
PLUNKETT'S PEST CONTROL, INC.	\$135.79 Valley Park Dr. Pest Control
POUTI, MARK AND DARCY	\$1,909.46 WO#2628 - Granting of electric utility easement
PROBEWELL LAB INC	\$26,900.00 WO#2592 - Stop pymt on Ck61588 reissued new one
PROWIRE ELECTRICAL SERVICE LLC	\$429.49 OH Secondary Private
RDO EQUIPMENT CO.	\$498.24 BAGHOUSE FILTER on Vac tron
ROSEVILLE MIDWAY FORD	\$33,522.11 Replacement truck WO#2580 - ordered 4/27/21
ROWE, EDWARD	\$350.00 2022 Res. Cooling & Heating
RUBENE, ANNA	\$135.00 2022 Irrigation Controllers rebate
RW Beck Group, Inc, Leidos Eng. LLC	\$101,568.25 WO#2483 - SPU W. Shak Sub Design thru April
SAMBATEK	\$4,473.00 WO#2525-\$852.00 SPU PROD WELL #23 & WO#2259 - Elevated Water Tank #9
SCHILZ ORNAMENTAL IRON INC	\$220.00 Turn key rack for Tony's truck
SCHNEIDER, TOM	\$500.00 RESIDENTIAL ENERGY EFFIC. REBATE
SCHWARTZ, BRANDON	\$159.95 Safety boot reimb.
SCOTT COUNTY GOVT. CENTER WEST	\$25,072.00 2022 Phase III LED Interior Lighting New - Rebate
SCOTT COUNTY RECORDERS OFFICE	\$46.00 WO#2628 - Underground Easement
SHAKOPEE HEALTHCARE INVESTORS LLC	\$820.00 2022 Motor Drives VFD @ Dean Lakes Blvd - Rebate
SHORT ELLIOTT HENDRICKSON INC	\$3,540.40 2021 Water main Const. thru 4/30/22 - WO#2505 - \$55.00 - Stagecoach Road Improvements, WO#2537 - \$2114.50 Windermere 5th Addition, WO#2569 - \$280.00 - Triple Crown 2nd Addition, WO#2360 - \$800.90 CSAH 83 Improvements, WO#2597 - \$145.00 Summerland 2nd Addition, \$145.00 Windermere 6th Addition
SOUTHWEST NEWS MEDIA DBA DIV. OF RED	\$394.68 May legals
STAFFORD, CLIFFORD D	\$500.00 2022 Res. Cooling & Heating
SWANSON, MICHAEL	\$500.00 RESIDENTIAL ENERGY EFFIC. REBATE
T & R ELECTRIC SUPPLY CO INC	\$128.25 PCB samples

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

June 6, 2022

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities

Commission:

TICK TERMINATOR, BRIAN H. ANDERSON

\$1,098.75 Tick Terminator spray bottles and wipes

TRAN, DIEM

\$75.00 2022 Res. Energy Star Appliance Rebate

TRIPLETT, GREG

\$206.52 137 Miles reimb.

VANBEECK, BRIAN

\$144.95 2022 Irrigation Controllers rebate

VERIZON CONNECT FLEET USA LLC

\$523.95 Truck Trackers

VERIZON WIRELESS

\$14,242.73 WO#2605 - New Ipads for NISC project

WESCO RECEIVABLES CORP.

\$28,335.94 Cable, Trans connector, Pedestal enclosures, Insulating caps, pipe and bracket cutout and arresters.

WITZEL, KEELEY & MATTHEW

\$50.00 2022 Res. Energy Star Appliance Rebate

WSB & ASSOCIATES, INC.

\$15,719.00 WO# 2581 - April Prof. service for Pumpse #23

XCEL ENERGY

\$358.48 Elec. service Valley Park 4/24-5/23 & Amberglen

\$802,681.71


Presented for approval by: Director of Finance & Administration

Approved by General Manager

Approved by Commission President



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www.shakopeeutilities.com

To: SPU Commissioners
From: Greg Drent, General Manager 
Date: May 26, 2022
Subject: MMPA May Meeting Update

The public summary of the May 2022 MMPA Board of Directors meeting is below.

The Board of Directors of the Minnesota Municipal Power Agency (MMPA) met on May 24, 2022, at Chaska City Hall in Chaska, Minnesota and via videoconference.

The Board reviewed the Agency's financial and operating performance for April 2022.

The Board discussed the current business environment and its impacts on MMPA's plans.

The Board discussed the status of renewable energy projects it is pursuing.

The Board reviewed the Agency's load shedding policy, which would be implemented in the event of a system emergency.

There was an increase of 17 customers participating in MMPA's residential Clean Energy Choice program from March to April. Customer penetration of the program for residential customers remains at 3.8%.

Thanks



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DATE: June 1, 2022

TO: Greg Drent, General Manager

A handwritten signature in black ink, appearing to be "GD", is written over the name "Greg Drent".

FROM: Kelley Willemssen, Director of Finance & Administration

Handwritten initials "kw" in black ink, likely representing Kelley Willemssen.

SUBJECT: Revised Version: Vision-Mission-Values Statement

Attached is a revised version of the vision-mission values statement with the changes discussed in the May 16, 2022, commission meeting.

Requested Action
No action required

RP3



Our Vision

Shakopee Public Utilities is a collaborative organization rooted in and committed to the community we serve.

Our Mission



We are dedicated to meeting our customers' needs by safely providing competitively-priced, quality, reliable services while investing in our community.

Our Values

Community Focused:	Accountable, Respectful, Responsive, Dependable
Ethical:	Integrity, Trustworthy, Transparent/Forthcoming
Quality:	Excellence, Professionalism, Continuous Improvement
Safety:	Practices, Culture, Education, Employee Development
Leadership:	Stewardship, Innovation, Expertise



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TO: Greg Drent, General Manager 
FROM: Lon R. Schemel, Water Superintendent 
SUBJECT: Well 23 Domestic Materials - Informational
DATE: May 25, 2022

On May 19, a preconstruction meeting was held in the Commission Room with representatives from SPU, Sambatek, and Traut Companies. Item 4.03 of the agenda was to review products and the progress schedule. Staff had done some legwork and found a supplier in Missouri that had the pipe in stock. We passed that along to the well contractor. Dave Traut said that he would procure the appropriate domestically produced pipe. He thought that it would be delivered in a few weeks. He had initially thought that he would start in mid-July; that has moved up to early June. The substantial completion date is October 14 with a completion date of November 18, 2022.

RESOLUTION #2022-14

A RESOLUTION SETTING THE AMOUNT
OF THE TRUNK WATER CHARGE, APPROVING OF ITS COLLECTION
AND AUTHORIZING WATER SERVICE TO CERTAIN PROPERTY
DESCRIBED AS:

VALLEY CREST 2ND ADDITION

Block 1, Lots 1 - 7; Block 2, Lots 1 – 17; Block 3, Lots 1- 5; Block 4, Lot 1;
Block 5, Lots 1 – 2; and Block 6, Lots 1 - 4

WHEREAS, a request has been received for City water service to be made available to certain property, and

WHEREAS, the collection of the Trunk Water Charge is one of the standard requirements before City water service is newly made available to an area, and

WHEREAS, the standard rate to be applied for the Trunk Water Charge has been set by separate Resolution,

NOW THEREFORE, BE IT RESOLVED, that the amount of the Trunk Water Charge is determined to be \$52,893.73 based on 10.83 net acres, and that collection of the Trunk Water Charge is one of the requirements to be completed prior to City water service being made available to that certain property described as:

Block 1, Lots 1 - 7; Block 2, Lots 1 – 17; Block 3, Lots 1- 5; Block 4, Lot 1;
Block 5, Lots 1 – 2; and Block 6, Lots 1 - 4

BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this Resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission, this 6th day of June, 2022.

Commission President: Kathi Mocol

ATTEST:

Commission Secretary: Greg Drent

RESOLUTION #2022-15

A RESOLUTION SETTING THE AMOUNT
OF THE TRUNK WATER CHARGE, APPROVING OF ITS COLLECTION
AND AUTHORIZING WATER SERVICE TO CERTAIN PROPERTY
DESCRIBED AS:

SUMMERLAND PLACE 2ND ADDITION

All lots in Block 1 - 9

WHEREAS, a request has been received for City water service to be made available to certain property, and

WHEREAS, the collection of the Trunk Water Charge is one of the standard requirements before City water service is newly made available to an area, and

WHEREAS, the standard rate to be applied for the Trunk Water Charge has been set by separate Resolution,

NOW THEREFORE, BE IT RESOLVED, that the amount of the Trunk Water Charge is determined to be \$197,167.08 based on 40.37 net acres, and that collection of the Trunk Water Charge is one of the requirements to be completed prior to City water service being made available to that certain property described as:

All lots in Block 1 - 9

BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this Resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission, this 6th day of June, 2022.

Commission President: Kathi Mocol

ATTEST:

Commission Secretary: Greg Drent

RESOLUTION #2022-16

A RESOLUTION APPROVING OF THE ESTIMATED COST OF
PIPE OVERSIZING ON THE WATERMAIN PROJECT:

SUMMERLAND PLACE 2nd ADDITION

WHEREAS, the Shakopee Public Utilities Commission has been notified of a watermain project, and

WHEREAS, the pipe sizes required for that project have been approved as shown on the engineering drawing by Pioneer Engineering Inc.

WHEREAS, a part, or all, of the project contains pipe sizes larger than would be required under the current Standard Watermain Design Criteria as adopted by the Shakopee Public Utilities Commission, and

WHEREAS, the policy of the Shakopee Public Utilities Commission calls for the payment of those costs to install oversize pipe above the standard size, and

WHEREAS, the pipes considered oversized are identified on an attachment to this Resolution,

NOW THEREFORE, BE IT RESOLVED, that the total amount of the oversizing to be paid by the Shakopee Public Utilities Commission is approved in the amount of approximately \$193,271.25, and

BE IT FURTHER RESOLVED, the payment of the actual amount for said oversizing will be approved by the Utilities Commission when final costs for the watermain project are known, and

BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this Resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission, this 6th day of June, 2022.

Commission President: Kathi Mocol

ATTEST:

Commission Secretary: Greg Drent

D

A



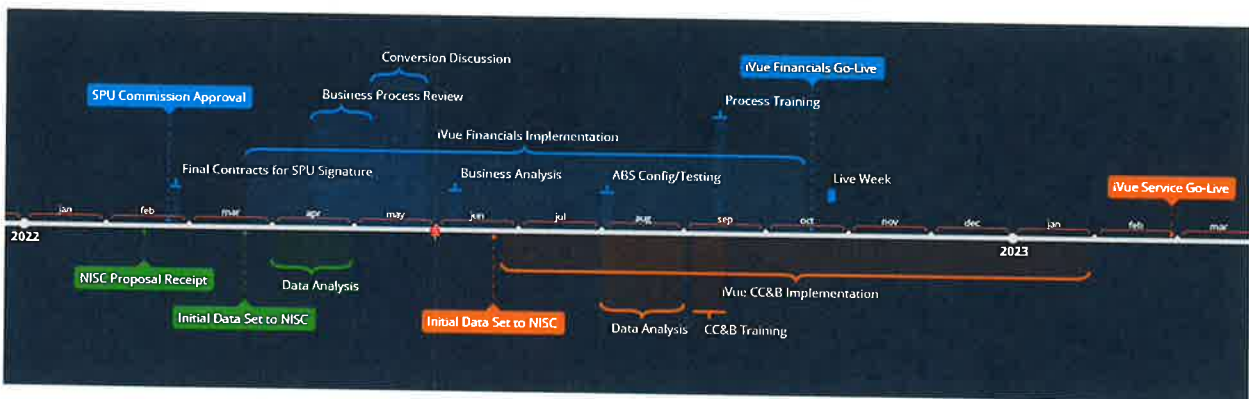
Proposed As Consent Item

3j

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To: Greg Drent, General Manager
From: James Keltgen, IT Supervisor
Date: May 31, 2022
Subject: NISC Project Update

Shakopee Public Utilities continues work on the conversion from Daffron to NISC. Project continues on schedule with current focus on ABS (Financial) component of conversion.





Milestones and priorities continue to clarify as dialogue continues between NISC and Shakopee Public Utilities.

Thank you.



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May 31, 2022

TO: Greg Drent, General Manager 
FROM: Sharon Walsh, Director of Marketing, Key Accounts and Special Projects 
SUBJECT: Clean Energy Choice – A Sustainable Energy Solution

Overview

As part of our marketing efforts to educate and communicate with our larger commercial and industrial accounts regarding renewable energy options, we have prepared a Clean Energy Choice presentation. This presentation is designed to demonstrate an understanding of customer business needs and how Clean Energy Choice can be a solution to those specific needs.

We highlight the potential benefits of utilizing eco-friendly, renewable energy resources, as well as the ease of participation and cost effectiveness of the Clean Energy Choice program. Knowing energy may only be a small portion of customers' overall sustainability goals, we want to ensure customers understand how simple it is to join and what a low-cost solution Clean Energy Choice is.

A short PowerPoint presentation will be shared at the June 6 regular commission meeting.

Action Requested

No action is required.



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DATE: June 1, 2022

TO: SPU Commission

FROM: Greg Drent, General Manager

A handwritten signature in black ink, appearing to read "GD", is written over the name "Greg Drent" in the "FROM:" field.

SUBJECT: Load Shedding Policy

Background:

SPU has had a load shedding policy for many years and, fortunately, has never had to act on the policy by shedding load on SPU's system. MMPA had each community review its load shedding policy before the May MMPA meeting. The program states that if the electric grid were in danger of collapse, the Midcontinent Independent System Operator (MISO) would require utilities to shed load (cut power to customers). Because Shakopee is the largest member of MMPA we are the first member that MMPA would call to shed load. Brad Carlson is working with Sharon Walsh on how we will inform our customers if this event ever happens.

The first attachment is a North American Electric Reliability Corporation (NERC) article regarding summer assessment on potential energy shortfalls.

The second attachment is from MMPA and is a summary of the program.

Requested Action

Informational only, no action

Announcement

Summer Assessment Warns of Potential Energy Shortfalls

May 26, 2021

ATLANTA – NERC’s [2021 Summer Reliability Assessment](#) warns that parts of North America are at elevated or high risk of energy shortfalls this summer during above-normal peak temperatures.

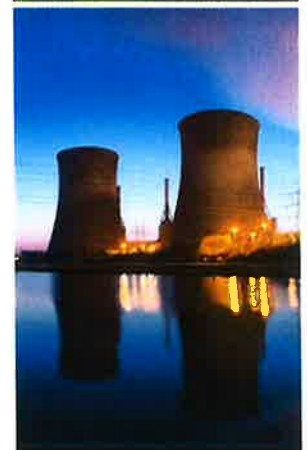
While NERC’s risk scenario analysis shows adequate resources and energy for most of North America, Texas, New England, MISO and parts of the West are at an “elevated risk” of energy emergencies. In the “high risk” category is California, which relies on large energy imports during peak demand scenarios and when solar resource output retreats in the evening hours. While more than 3 GW of additional resources are expected in California this summer compared to 2020, most will be solar photovoltaic (PV) generation.

These plants can provide energy to support peak demand, however solar PV output falls off rapidly in late afternoon while high demand often remains. Reliance on imports during these periods is an increasing reliability risk. While actions taken by the California Public Utilities Commission, CAISO and utilities to procure additional resources will help, the Western Interconnection’s increase in demand and decline in resources may reduce the amount of surplus capacity available when California is in shortfall.

“As the grid transforms and weather-dependent resources become increasingly important to maintaining the real-time supply for electricity, the bulk power system becomes more vulnerable to abnormal weather,” said John Moura, director of Reliability Assessment and Performance Analysis. “Above-average seasonal temperatures, such as those predicted for this summer, can contribute to high peak demand and impact the availability of generation resources and imports from neighboring areas. This means that it is especially important for the electric industry to ensure the committed resource mix can support a variety of abnormal conditions.”

CONTACT:
Kimberly.Mielcarek@nerc.net

**3353 Peachtree Road NE
Suite 600, North Tower
Atlanta, GA 30326
404-446-2560 | www.nerc.com**



As identified in the assessment, abnormal conditions that lead to elevated risk include prolonged above-average temperatures, low wind and solar scenarios, reduced transfers due to wildfire-related transmission outages. The assessment's other key findings include:

- Protecting our critical electrical workforce from health risks during the COVID-19 pandemic remains a priority. Protocols put in place for reducing risks to personnel in control centers and on the front lines, including mutual assistance in hurricane-damaged areas, should be maintained as warranted by public health conditions. In 2021, there is remaining uncertainty in demand projections as governments adjust to changing public health guidelines and conditions and as the behavior of society adapts.
- Late-summer wildfire season in the western United States and Canada poses risk to bulk power system reliability. Government agencies warn of the potential for above-normal wildfire risk beginning in July in parts of the western United States as well as central and western Canada. Operation of the bulk power system can be impacted in areas where wildfires are active as well as areas where there is heightened risk of wildfire ignition due to weather and ground conditions.

NERC develops its independent assessments to identify potential bulk power system reliability risks. NERC's annual Summer Reliability Assessment provides an evaluation of resource and transmission system adequacy necessary to meet projected summer peak demands. In addition to assessing resource adequacy, the assessment monitors and identifies potential reliability issues of interest and regional topics of concern. The reliability assessment process is a coordinated reliability evaluation between the Reliability Assessment Subcommittee, the Reliability and Security Technical Committee, the Regional Entities and NERC staff. The *2021 Summer Reliability Assessment* reflects NERC's independent assessment and is intended to inform industry leaders, planners, operators and regulatory bodies so they are better prepared to take necessary actions to ensure bulk power system reliability.

###

Electricity is a key component of the fabric of modern society and the Electric Reliability Organization Enterprise serves to strengthen that fabric. The vision for the ERO Enterprise, which is comprised of NERC and the six Regional Entities, is a highly reliable and secure North American bulk power system. Our mission is to assure the effective and efficient reduction of risks to the reliability and security of the grid.



220 South Sixth Street Suite 1300 Minneapolis, MN 55402
tel. 612.349.6868 fax. 612.349.6108 www.mmpa.org

May 25, 2022

Minnesota Municipal Power Agency Reviews Load Shedding Policy with Members in Preparation for Summer Peak Demand Period

The Board of Directors of the Minnesota Municipal Power Agency (MMPA) reviewed the Agency's Load Shedding Policy at its May 24, 2022, meeting.

If the electric grid were in danger of collapse, the Midcontinent Independent System Operator (MISO) would require utilities to shed load (cut power to customers).

In its more than 25 years of operation, MMPA has never been required to shed load. However, MMPA and its members must be prepared for this possibility, as load shedding is the last resort action to prevent the entire collapse of the regional electric grid

If a load shedding event were declared by MISO, the following would occur:

- MISO would communicate to MMPA that load shedding is necessary
- MMPA would provide notice to members to shed load
- MMPA members would shed load.
 - Load shedding would occur in size order, from the largest MMPA member to the smallest
 - The initial load shedding duration for each member would be four hours, unless a longer duration were required by MISO
 - The selection of which specific customer load would be shed would be made by each individual MMPA member utility.



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TO: Greg Drent, General Manager *GD*
FROM: Joseph D. Adams, Planning & Engineering Director *J Adams*
SUBJECT: West Shakopee Substation Construction Contract Bid Award
DATE: June 2, 2022

ISSUE

Bids were opened on Tuesday May 31, 2022, for the site work and construction contract for the West Shakopee Substation.

BACKGROUND

The Commission previously approved the construction of this new substation to provide additional capacity to the electric distribution system to serve the growing load on the west end of Shakopee and the newly annexed areas of Jackson township.

DISCUSSION

The approved Capital Projects and CIP has budget of \$5,400,000 for the substation construction, including major components that are under separate contracts. Those include the power transformer (\$936,212), the 115kV breaker (\$96,225) and the Switchgear Equipment and Control Building (\$1,533,000).

Kevin Favero of Leidos, Inc. has submitted the attached bid evaluation and recommendation to award the contract to National Conductor Constructors in the amount of \$2,043,785.

The combined total of all the substation components and site work will then be equal to \$4,609,222 and under budgeted amount of \$5,400,000

RECOMMENDATION

Staff concurs with the engineer's recommendation that the Commission award the substation construction site work to National Conductor Constructors in the amount of \$2,043,785.

June 2, 2022



Mr. Joe Adams
Shakopee Public Utilities
255 Sarazin Street
Shakopee, MN 55379

Subject: **West Shakopee Substation Construction Services – Bid Evaluation**

Dear Mr. Adams:

Per your request, we have reviewed and evaluated the bids received for supplying the construction services for the West Shakopee Substation. Construction services will include:

- site work including excavation and removal of organic soils, supply and installation of non-frost susceptible soils for the substation pad and foundations, and development of a large stormwater detention pond with sediment control, outfall structure, and piping,
- foundations for power transformer with oil-containment basin, 115 kV¹ breaker, switchgear building, switches, and bus support structures
- supply and installation of switches, bus, and bus supports structures
- supply and installation of conduits, duct banks, trench-way, cables, and wiring
- supply and installation of lightning protection masts
- supply and installation of substation pad ground grid
- supply and installation of fencing, access roads, and parking area
- supply and installation of surface rock on the substation pad
- site restoration and seeding

¹ kV = 1000 volts

The West Shakopee Substation will convert 115 kV power (delivered over Xcel Energy transmission lines) to 12.47 kV power to supply circuits which will serve the western portion of Shakopee Public Utilities service area and will provide backup to circuits from other SPU substations.

Bids were received by the published bid due time from two contractors:

- Hooper Corporation (Hooper)
- National Conductor Constructors (NCC)

Both bids included a 5% bid bond.

Economic Evaluation

The bids were evaluated based on the contract price. The bids were:

- Hooper: \$2,413,515
- NCC: \$2,043,785

The engineer estimate was \$2,400,000.

The Hooper bid did not include any exceptions.

The NCC bid included an exception that due to material price volatility, there was the potential for price escalation and a delay in delivery. Subsequently, NCC indicated that if the contract is awarded by June 10, material orders could be secured quickly enough to avoid price escalation and delayed delivery. If the contract is awarded by June 10, the above NCC price is firm.

The NCC firm price is \$369,730 or 15.3% lower than the Hooper bid price.

Hooper

Hooper provided a long list of similar projects and in addition provided construction services for SPU Dean Lake Substation and South Shakopee Substation. Hooper provided excellent construction services for those projects.

NCC

We contacted several references for whom NCC has provided construction services for multiple substation projects including Minnesota Power (five projects), Tucson Electric Power (four projects), and Kiewit Constructors (four projects). In addition, NCC constructed a 115 kV substation for MA Mortenson and a 500 kV series capacitor substation for ABB/Hitachi. All of the references gave very positive recommendations

Mr. Joe Adams

June 2, 2022

Page 3

for NCC. They indicated that NCC had good project management, good communication, skilled workers, good equipment, and provided a good work product.

NCC will use US Sitework for site work and foundations. They have done grading and foundation work for four substations for Great River Energy over the last five years and received a positive recommendation for being responsive and providing good work. Other positive recommendations were provided for multiple projects by SEH and Northern Natural Gas Company.

Summary

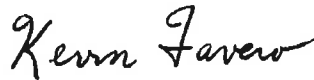
We recommend that SPUC award the construction contract for West Shakopee Substation to NCC for a firm contract price of \$2,043,785.

The NCC bid is lower than the engineer estimate and NCC and US Sitework have demonstrated through multiple similar projects that they can provide a good substation project.

Let me know if you would like any additional analysis on this matter. Thank you for the opportunity to assist SPU with this assignment.

Sincerely,

Leidos Engineering, LLC



Kevin Favero, P.E.
Senior Project Manager