

AGENDA  
SHAKOPEE PUBLIC UTILITIES COMMISSION  
REGULAR MEETING  
April 3, 2023  
at 5:00 PM

1. **Call to Order** at 5:00pm in the SPU Service Center, 255 Sarazin Street
    - 1a) Roll Call (KM)
  2. **Communications**
    - 2a) Election of SPU Commission Officers – President, Vice President, Secretary, MMPA Representative (GD)
  3. **Consent Agenda**
    - C=> 3a) Approval of March 6, 2023 Minutes (GD)
    - C=> 3b) Approval of April 3, 2023 Agenda (KM)
    - C=> 3c) April 3, 2023 Warrant List (KW)
    - C=> 3d) Monthly Water Dashboard for February 2023 (LS)
    - C=> 3e) Nitrate Results – Advisory (LS)
    - C=> 3f) 2023 Water Conservation Report (LS)
    - C=> 3g) PFOS/PFOA Mitigation in the Distribution System (LS)
    - C=> 3h) 2022 Pay Equity Implementation Results (KW)
    - C=> 3i) Revised Resolution Delegating Payment Claims to General Manager (KW)
    - C=> 3j) Backflow Prevention – Customer Reaction and Communications Update (SW)
  4. **Liaison Report** (JD)
  5. **Public Comment Period.** Please step up to the table and state your name and address for the record.
  6. **Reports: Water Items**
    - 6a) Water System Operations Report – Verbal (LS)
    - 6b) Res #2023-09 Resolution Approving Payment for the Pipe Oversizing Cost on the Watermain Project: Emblem at Shakopee (JA)
    - 6c) Lateral Water Main Update (JA)
  7. **Reports: Electric Items**
    - 7a) Electric System Operations Report – Verbal (JV)
  8. **Reports: Human Resources**
  9. **Reports: General**
    - 9a) Marketing/Key Accounts Report – Verbal (SW)
    - 9b) February 2023 Financial (KW)
    - 9c) General Manager Report – Verbal (GD)
    - 9d) AMI Bid Quantity Change (GD)
    - 9e) July 3<sup>rd</sup> Meeting (GD)
    - 9f) NES WTP Site Search Update (JA) \*\*
- \*\* A portion of this meeting may be closed under Minnesota Statutes, Section 13D.05, subdivision 3(c) to review confidential or protected nonpublic appraisal data and to develop or consider offers or counteroffers for the purchase of property located at 3690 Eagle Creek Boulevard.
10. **Items for Future Agendas**
  11. **Tentative Dates for Upcoming Meetings**
    - May 1, 2023 Commission Meeting
  12. **Adjournment**



PO Box 470 • 255 Sarazin Street  
Shakopee, Minnesota 55379  
Main 952.445-1988 • Fax 952.445-7767  
www.shakopeeutilities.com

DATE: March 30, 2023  
TO: Commissioners  
FROM: Greg Drent, General Manager *gld*  
Subject: Election of officers

---

**Background:**

At the first meeting in April each year, the commission elect's officers for the commission. Three positions need to be voted on: President, Vice President, and Secretary. In years past, the General Manager has held the Secretary position. You can choose to keep that the same or make changes to any or all positions. The process can be handled in a couple of different ways. SPU can vote for each position separately or vote for a slate of candidates for these positions. Greg Drent will take nominations for the positions.

Per your governance handbook on page 10, SPU must designate its representative and alternate to the Minnesota Municipal Power Agency (MMPA). The MMPA representative is a voting member of the MMPA Board of Directors and attends monthly board meetings. The MMPA alternate also may attend MMPA board meetings but is not eligible to vote. The term of service for the representative and alternate is one year. Unless determined otherwise by the commission, the General Manager shall serve as the MMPA Representative, and the President shall serve as the MMPA alternate.

**Action:**

Commission to elect officers and designate MMPA representative and alternate.



MINUTES OF THE  
SHAKOPEE PUBLIC UTILITIES COMMISSION

March 6, 2023

Regular Meeting

1. Call to Order. President Mocol called the March 6, 2023 meeting of the Shakopee Public Utilities Commission to order at 5:00 P.M. President Mocol, Vice President Krieg, Commissioner DuLaney, Commissioner Fox, and Commissioner Letourneau were present.
  
2. Approval of Consent Agenda. Commissioner Fox asked that item (3f) Governance Handbook Updates be pulled for discussion. Commissioner Fox moved approval of the consent agenda and, as to item 3(c), to rescind approval of the January 3, 2023 minutes and approve the corrected minutes as presented: (3a) February 6, 2023; (3b) March 6, 2023 agenda; (3c) January 3, 2023 corrected minutes; (3d) March 6, 2023 warrant list; (3e) MMPA February member meeting update; (3g) PFAS results; (3h) Monthly Water Dashboard for January 2023; (3i) Res#2023-05 Resolution Approving Shakopee Public Utilities Commission’s Cogeneration and Small Power Production Tariff; (3j) Res #2023-06 Resolution Approving Payment for the Pipe Oversizing Costs on the Watermain Project: Summerland 2<sup>nd</sup> Addition; (3k) December 2022 preliminary financials. Vice President Krieg seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None. Motion carried. On item (3f), Commissioner Fox asked about the listed Commissioner terms. Greg Drent, General Manager, noted that the document will be updated after the election of officers at the next meeting. Commissioner Fox moved approval of item (3f); Commissioner Letourneau seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau.
  
3. Liaison Report. Commissioner DuLaney reported on two City Council resolutions: (1) Bluff View Addition; and (2) Jackson Township Annexation and electric service questions. Mr. Drent explained that under the electric service territory agreement with MVEC, Jackson Township is now in SPU’s assigned service territory and SPU will serve any future growth.
  
4. Public Comment Period. Mike Lavoie asked about SPU’s plan for meeting renewable energy requirements by 2040. Mr. Drent explained that MMPA provides all of SPU’s power and MMPA must meet the renewable energy mandates on behalf of its members.
  
5. Water Report. Lon Schemel, Water Superintendent, reported that Pump 15 is back in and sampling will be done this week, that fluoride tube changes are done for the year, and that fire detector meters have been read at all businesses. He noted that an update was sent to customers regarding backflow pressure valves. He explained that the SPU website lists some contractors who may perform this testing.

6. Lateral Water Main Equivalent Charge Policy and Past Projects. Joseph Adams, Planning and Engineering Director, provided a summary of past actions, noting that on January 3, 2023, the Commission approved Resolution #2023-02, which set the inflation index to be used for all past and future projects under the Lateral Water Main Equivalent Charge (LWMEC) policy. Mr. Adams explained that SPU sent letters to all affected properties owners and several of them have raised concerns. SPU delivered letters noting that this item would be on the agenda for this meeting. President Mocol opened the floor for public comment on this issue.

Bob Stark, 648 Hillwood Drive, Hillwood Estate resident, explained that the County Road 79 water main project was initially driven by three separate parties: City of Shakopee, CJM developer, and Beckrich Park Estates, resulting in SPU Resolution 815 in August of 2005. Mr. Stark explained three areas of concern: (1) why the delay of 17 years from an April 14, 2006 letter from residents; (2) Resolutions 815 and 2023-02 reference connection charges in a just and equitable manner, and other customers have connected who received benefits and they should share in the costs; and (3) fees should be collected from those ultimately served by the water main, not us, and the index rate is inappropriate.

Ken Ludzack, 1253 Wood Duck Trail, Jennifer Lane resident, stated that there is no ability to access the water main, no plan to bring water down Wood Duck, and no benefit from the water main.

Michael Bawek, one of the original property owners, stated that the residents allowed this project. We fought for seven years because the State, the County and the City wanted this project; we did not. If this fight is dead, let it be; if not, you will have a fight on your hands.

Brian Mandt, 448 Hillwood Dr, noted that SPU's letter dated February 13, 2006 does not refer to indexing or interest; it stated that fees applied only if and when water service was requested.

Dennis Purcell, 1299 Meadow Lane South, noted that the water main goes through ten acres on his property. All of this land is going to become a park and he doesn't understand why he should pay the water connection fee as it is no use to him.

Mr. Adams described the earlier correspondence and Commission actions, including the August 7, 2006 Commission meeting when the resolutions regarding the County Road 79 project were adopted. Mr. Adams also noted that the lateral water main policy requires water flow equal to a 6-inch diameter pipe every 400 feet in a grid pattern, even if a particular property was not then served. Mr. Drent stated that this is a policy decision has been in place for a long time, and that further information should be gathered and brought back to the Commission for decision. President Mocol stated that staff should investigate further information, including from the City and County, and that SPU will notify all residents of future discussions.

7. Resolution #2023-07 Resolution Approving Purchase Agreement, All Documents Necessary to Carry Out Purchase Agreement, And Completion of Closing Under Purchase Agreement. Mr. Adams reported that for the property located at 3650 Eagle Creek Boulevard, negotiations are complete and the proposed resolution includes approval of the final purchase agreement. Commissioner Fox moved approval of Resolution #2023-07 Resolution Approving Purchase Agreement, All Documents Necessary to Carry Out Purchase Agreement, and Completion of Closing Under Purchase Agreement. Commissioner DuLaney seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None.

8. Electric Report. Brad Carlson, Electric Superintendent, reported two outages since the last Commission meeting; one on February 24<sup>th</sup> with an electrical failure with the transformer and one yesterday with the snow that affected one customer. He also discussed electric projects, including the delivery of the transformer on February 17 for the West Shakopee Substation, that crews continue to tree trim and perform inspections of facilities, building the riser for the Mezenbrink building, and annual inspection of all trucks. Mr. Carlson noted an issue with collector streetlights in which some lights are turning purple. He explained that this issue is covered under the warranty and approximately 70 lights are being replaced.

9. Staffing and Organizational Update. Mr. Drent explained that due to some retirements of meter readers, the proposed change is to add an apprentice line worker position to help with meter reading until automatic meter infrastructure (AMI) is in place. Commissioner Letourneau moved to approve the Organizational Chart as presented and the addition of an apprentice line worker. Commissioner Fox seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None.

10. Bid Award 2024 Digger Derrick. Mr. Carlson explained that these trucks are typically replaced every 10-12 years, and this bid will replace a truck coming up on 12 years. Bids were opened on February 27 with only one response from Altec Industries. Mr. Carlson noted that the replacement truck is in the capital improvement plan for 2024, and because the response is higher than budgeted, adjustments will be made to the 2024 budget. Commissioner Letourneau moved to award the contract for the digger derrick truck to Altec Industries in the amount of \$512,910. Commissioner Fox seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None.

11. General Manager Report. Mr. Drent reported that SPU has hired new staff: Ryan Halverson in Planning and Engineering, Mike Menden as Water Operator, and Emmett Luetmer as Inventory/Maintenance Specialist. Mr. Drent provided an update on pending projects, including PFM investment update; solar at KEB; interviews for the IT Director position; and EV chargers at City Hall. He noted that the City Council has appointed Commissioner Fox for an additional term and that the next Commission meeting will include an election for the offices of President, Vice President, and Secretary.

12. NES WTP Site Search Update. Commissioner Fox moved, seconded by Commissioner DuLaney, that the Commission go into closed session under Minnesota Statutes, Section 13D.05, subdivision 3(c) to review confidential or protected nonpublic appraisal data and to develop or consider offers or counteroffers for the purchase of property described as 3690 Eagle Creek Boulevard. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None. In open session, President Mocol noted that the Commission gave direction to staff to provide the updated appraisal and Master Plan to the owner and approved Vice President Krieg participating in the negotiations.

13. Future Items. Discussion of information gathering and review of lateral water main fees, targeting the May Commission meeting.

14. Adjourn. Motion by Commissioner Fox, seconded by Commissioner Letourneau, to adjourn to the April 3, 2023 meeting. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None.

---

Greg Drent, Commission Secretary

AGENDA  
SHAKOPEE PUBLIC UTILITIES COMMISSION  
REGULAR MEETING  
April 3, 2023  
at 5:00 PM

1. **Call to Order** at 5:00pm in the SPU Service Center, 255 Sarazin Street
    - 1a) Roll Call (KM)
  2. **Communications**
    - 2a) Election of SPU Commission Officers – President, Vice President, Secretary, MMPA Representative (GD)
  3. **Consent Agenda**
    - C=> 3a) Approval of March 6, 2023 Minutes (GD)
    - C=> 3b) Approval of April 3, 2023 Agenda (KM)
    - C=> 3c) April 3, 2023 Warrant List (KW)
    - C=> 3d) Monthly Water Dashboard for February 2023 (LS)
    - C=> 3e) Nitrate Results – Advisory (LS)
    - C=> 3f) 2023 Water Conservation Report (LS)
    - C=> 3g) PFOS/PFOA Mitigation in the Distribution System (LS)
    - C=> 3h) 2022 Pay Equity Implementation Results (KW)
    - C=> 3i) Revised Resolution Delegating Payment Claims to General Manager (KW)
    - C=> 3j) Backflow Prevention – Customer Reaction and Communications Update (SW)
  4. **Liaison Report** (JD)
  5. **Public Comment Period.** Please step up to the table and state your name and address for the record.
  6. **Reports: Water Items**
    - 6a) Water System Operations Report – Verbal (LS)
    - 6b) Res #2023-09 Resolution Approving Payment for the Pipe Oversizing Cost on the Watermain Project: Emblem at Shakopee (JA)
    - 6c) Lateral Water Main Update (JA)
  7. **Reports: Electric Items**
    - 7a) Electric System Operations Report – Verbal (JV)
  8. **Reports: Human Resources**
  9. **Reports: General**
    - 9a) Marketing/Key Accounts Report – Verbal (SW)
    - 9b) February 2023 Financial (KW)
    - 9c) General Manager Report – Verbal (GD)
    - 9d) AMI Bid Quantity Change (GD)
    - 9e) July 3<sup>rd</sup> Meeting (GD)
    - 9f) NES WTP Site Search Update (JA) \*\*
- \*\* A portion of this meeting may be closed under Minnesota Statutes, Section 13D.05, subdivision 3(c) to review confidential or protected nonpublic appraisal data and to develop or consider offers or counteroffers for the purchase of property located at 3690 Eagle Creek Boulevard.
10. **Items for Future Agendas**
  11. **Tentative Dates for Upcoming Meetings**
    - May 1, 2023 Commission Meeting
  12. **Adjournment**

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

April 3, 2023

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:

**WEEK OF 03/03/2023**

AAR BUILDING SERVICE CO.	\$5,286.40 FEB CLEANING BILL
INC ALTEC INDUSTRIES	\$171.50 LED FLASHER REPAIR
APPLE FORD OF SHAKOPEE	\$2,952.36 WATER TRUCK #622 REPAIR
ARROW ACE HARDWARE	\$36.94 BOLTS AND BUILDERS HARDWARE
B & B TRANSFORMER INC	\$69,886.00 37.5 PAD RM SER#05032229
BARR ENGINEERING CO.	\$5,919.12 WO2683 TANK #9 PROF SVC 12/31/22-1/27/23
ROBERT BERNDTSON	\$48.47 REIMB 74 MILES
NORMAN BITTNER	\$3,000.00 1 TIME COMP INTERRUPT RATES PREV MVEC CUS
INC BOLTON & MENK	\$1,150.00 WO#2568 W END LOWER BLUFF TRUNK WM
COMCAST	\$9.00 SVCS 2/17-3/16 2023 / BAL FWD AMT FRM 22
DLT SOLUTIONS LLC	\$1,830.03 ANNUAL SUBSCRIPTION AUTOCAD
INC. E & M CONSULTING	\$105.95 DIGITAL LINK PLACED IN FLIPBOOK
ALYSSA EGERSETT	\$125.00 ENERGY STAR WASHER REBATE
KURT & DEVONNE ERICSON	\$50.00 WATER SENSE TOILET REBATE
LYLA EWERT	\$75.00 RESID ENERGY STAR APPLI REBATE
GRAINGER INC	\$336.08 SMALL ENGINE FUEL
THOMAS HANGAARD	\$90.00 BOOTS REIMB
HAWKINS INC	\$13,016.50 VALVE, STRAINER ASSY, PUMP
HOTSY EQUIPMENT OF MINNESOTA	\$1,526.34 TRUCK EQUIP WASH BULK
INC. IDEAL SERVICE CO	\$960.00 PREVENTATIVE MAINT ON VFD'S
IIA LIFTING SERVICES, INC	\$5,063.00 SAFETY INSPECTION ON ELECTRIC TRUCKS
INNOVATIVE OFFICE SOLUTIONS LLC	\$1,785.36 OFFICE SUPPLIES
INTERSTATE ALL BATTERY CTR	\$153.50 TRUCK BATTERY WATER DEPT
INTERSTATE COMPANIES INC	\$1,969.61 GENERATOR MAINT OFFICE
IRBY TOOLS - STUART C IRBY CO	\$5,360.09 PARKING BUSHING SET 15KV
JT SERVICES	\$9,938.43 3/4"X3000' PULL TAPE
SWENSON KARLA	\$125.00 ENERGY STAR WASHER REBATE
LEAGUE OF MINN CITIES INS TRUST	\$226.28 CLAIM#0048521 12/20/22 INJ DATE
ANDREW LOGERQUIST	\$100.00 ENERGY STAR DISHWASHER
ANDREW LOGERQUIST	\$50.00 RESID ENERGY STAR APPLI REBATE
WILLIAM LUERS	\$2,250.00 1 TIME COMP INTERRUPT RATES PRIOR MVEC
MINN VALLEY TESTING LABS INC	\$521.26 COLIFORM
MOBILE HEALTH SERVICES LLC	\$40.00 ANNUAL HEARING TEST M.GLYNN
NADG AA ARASAN, LP	\$32,150.00 EFFICIENCY LIGHTING,HVAC,PUMP REBATE
ANANDKUMAR NAGULSAMY	\$25.00 RESID ENERGY STAR LIGHTING LED REBATE
DENISE 1541 PRIMRO NELSON	\$9.17 REIMB MILEAGE
SHERRI NELSON	\$125.00 ENERGY STAR WASHER REBATE
GERRY NEVILLE	\$33.40 REIMB 51 MILES
ROBERT B HILL CO.	\$456.02 SALT & ICE AWAY BAGS
INC RON'S MECHANICAL	\$3,000.00 1 TIME COMP INTERRUPT RATES PRV MVEC CUST
SAMBATEK	\$3,159.00 WO#2525 WELL NO 23
RYAN 1201 VIERLING SCHMITZ	\$75.00 APPLIANCE REBATE
DAVID SEBALD	\$100.00 ENERGY STAR DISHWASHER
SHAKOPEE CHAMBER OF COMMERCE	\$45.00 WOMENS SERIES 3/8/23 K.W. ATTENDEE
SHORT ELLIOTT HENDRICKSON INC	\$12,632.50 WO#S 2360, 2603,2597 2643
SOUTHWEST NEWS MEDIA	\$3,147.16 LEGAL ADS/MINUTES
GADDAM SREENIVAS	\$500.00 ENERGY STAR EFFICIENT COOLING/HEATING RE
BRAD STUWE	\$500.00 RESID ENERGY STAR COOLING/HEAT REBATE
TRI-STATE BOBCAT INC.	\$160.69 TRAILER JACK
GREG TRIPLETT	\$72.70 REIMB 111 MILES
GERRY UMALI	\$460.00 RESIDENTIAL SOLAR REBATE
INC VESCO	\$5,647.04 CHLORINE REBUILDS
JENNIFER VOEGELE	\$225.00 ENERGY STAR WASHER REBATE
WESCO RECEIVABLES CORP.	\$1,245.00 WIRE BAR
JOEL YESENKO	\$105.00 ENERGY STAR APPLI REBATE
ZAYO GROUP, LLC	\$2,483.73 PIKE LAKE SHAKO SUB T1 LINE
CENTERPOINT ENERGY - ACH	\$6,768.60 255 SARAZIN SPU GAS USAGE 1/6-2/2 2023
FURTHER - ACH	\$80.26 MEDICAL CLAIM REIMB 2023 PLAN YR
PAYMENTUS CORPORATION - ACH	\$31,560.20 JANUARY TRANSACTION FEES

**Total Week of 3/3/2023**

**\$238,922.69**



## SHAKOPEE PUBLIC UTILITIES COMMISSION

## WARRANT LISTING

April 3, 2023

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:

## WEEK OF 3/10/2023

CREDIT REFUNDS	\$6,444.89 CREDIT REFUNDS
ABDO LLP	\$23,572.15 2022 AUDIT PREP SEVICES FOR FEB
ALTEC INDUSTRIES INC	\$1,052.00 TREE TRIMMING KIT
ARROW ACE HARDWARE	\$27.77 DBLE PYMT INV590889/5 10/2022 TAKE CREDI
ROBERT BERNDTSON	\$72.05 REIMB 110 MILES
BOYER FORD TRUCKS INC	\$97.32 LONG STROKE PIGGY BACK KIT
CHOICE ELECTRIC INC	\$1,492.84 WO#2612 ADD METERS @ OFFICER /STORM SHEL
CITY OF SHAKOPEE	\$5,873.01 FEB FUEL BILL
D R HORTON	\$11,698.20 WO#2474 WINDERMERE S 4TH PROJ REFUND DUE
DGR ENGINEERING	\$926.22 WO#2239 LEVEE DRIVE DUCT BANK
KELSEY EBERHARDT	\$125.00 ENERGY STAR WASHER REBATE
FASTENAL IND & CONST SUPPLIES	\$594.33 WASHERS NUTS BOLTS
INC. FERGUSON US HOLDINGS	\$678.33 SWIVEL-WATER
FLYTE HCM LLC	\$50.50 FEB COBRA
INC. FRONTIER ENERGY	\$592.95 PROF SERVICES GRANT WORK 12/1/22-1/31/23
GE GRID SOLUTIONS LLC	\$105,146.97 WO#2483 WEST SHAKO SUB
GOPHER STATE ONE-CALL	\$136.35 FEB TICKETS
GRAINGER INC	\$183.10 BATTERY
GRAYBAR ELECTRIC COMPANY INC	\$62.64 COUPLING
HAWKINS INC	\$410.00 CHLORINE CYLINDERS
JT SERVICES	\$2,667.39 LED RETROFIT LAMP
LINK LUMBER	\$15.40 REPAIR TRAILER PART
SANDI & RICK LOXTON	\$50.00 ENERGY STAR DISHWASHER REBATE
INC MATHESON TRI-GAS	\$604.78 NITROGEN EXCHANGE
MICHELS CORPORATION	\$71,915.88 WO#2596 SHAKO SUMMERLAND PLACE 2ND
MINN VALLEY TESTING LABS INC	\$193.30 NITRATES
MOBILE HEALTH SERVICES LLC	\$40.00 HEARING TEST S.M & R.B.
GERRY NEVILLE	\$71.39 REIMB 109 MILES
JENNIFER PLATT	\$125.00 ENERGY STAR CLOTHES REBATE
POMP'S TIRE SERVICE INC	\$12.90 BALANCE OWED YET ELECT TRUCK 632 TIRES
PRINCIPAL LIFE INS. COMPANY	\$3,900.59 MARCH PREMIUMS
LP SENSIDYNE	\$2,389.18 TYPE C TEST ON DEMAND
SHAKOPEE CROSSINGS LIMITED PARTN	\$1,537.50 WO#2158 UPSIZE TRANSFORMER - REFUND CONT
JOSEPH SIMON	\$100.00 WATER SENSE TOILET REBATE
SMSC	\$536.17 WO#2510 SMAC TINTA OTUNWE PRK PROJ REFUN
SOUTHWEST NEWS MEDIA	\$812.92 LEGALS FOR FEB
SUMMERGATE DEVELOPMENT	\$1,335.12 WO#2493 SUMMERLAND PLC 1ST ADDN
TRIDENT DEVELOPMENT INC.	\$1,142.02 WO#2340 POWERS 2ND ADDN WM RPROJECT REFU
GREG TRIPLETT	\$106.11 REIMB 162 MILES
INC, ULINE	\$144.48 POLYURETHANE
VERIZON	\$1,065.35 JAN TRUCK TRACKING
VERIZON WIRELESS	\$3,117.47 FEB CELL BILL
WPT REIT	\$920.40 WO#2484 SW LOGISTICS WM PLAN PROJ DEPOSI
FURTHER - ACH	\$498.60 CLAIM REIMBURSEMENTS
MMPA C/O AVANT ENERGY	\$2,788,208.65 FEBRUARY POWER BILL
BENEFITS & TAXES FOR 3.10.23	\$128,914.20 BENEFITS & TAXES FOR 3.10.23
PAYROLL FOR 3.10.23	\$120,463.03 PAYROLL FOR 3.10.23

Total Week of 3/10/2023

\$3,290,124.45

## SHAKOPEE PUBLIC UTILITIES COMMISSION

## WARRANT LISTING

April 3, 2023

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:

**WEEK OF 3/17/2023**

ALTEC INDUSTRIES INC	\$1,368.08 SWITCH ROCKER
APPLE FORD OF SHAKOPEE	\$89.59 OIL CHANGE ELECT TRK 610
ARAMARK REFRESHMENT SERVICES IN	\$120.80 COFFEE
ASPEN EQUIPMENT CO	\$339.18 TIGER TUFF COVER ELEC TRUCK
LISA BARNETT	\$30.00 RESID APPLI RECYCLE REBATE
MITCHEL BERG	\$125.00 ENERGY STAR REFRIDGE REBATE
ROBERT BERNDTSON	\$102.83 REIMB 157 MILES
BORDER STATES ELECTRIC SUPPLY	\$3,478.47 CABLE
DENISE BRAUN	\$105.00 ENERGY STAR APPLIANCE REBATE
INC. COMCAST CABLE COMMUN	\$2.25 BREAKROOM CABLE 3/17-4/16 2023
CORE & MAIN LP	\$1,570.00 PULSE CABLE
CUSTOMER CONTACT SERVICES	\$265.69 ANSWERING SVC 3/7-4/3 2023
DAVID HAGEN	\$88.50 TRAVEL PER DIEM MARSHALL MN TRAINING
JOHN HARIG	\$105.00 ENERGY STAR REFRIDGE REBATE
GARY HARTMANN	\$75.00 ENERGY STAR REFRIDGE REBATE
INC INTEGRATED PROCESS S	\$638.50 SERVICE @ P.H.'S TAGS
SHARON KLEIN	\$50.00 ENERGY STAR DISHWASHER REBATE
DAN KUBITZ	\$125.00 ENERGY STAR REFRIDGE REBATE
SANDI & RICK LOXTON	\$100.00 ENERGY STAR DISHWASHER REBATE
MEG MADSEN	\$75.00 ENERGY STAR APPLI REBATE
MINN VALLEY TESTING LABS INC	\$149.86 COLIFORM
TONY MYERS	\$240.34 PER DIEM / MILEAGE MARSHALL MN TRAINING
NAPA AUTO PARTS	\$251.31 EXACTFITBLADE
NCPERS GROUP LIFE INS.	\$208.00 MARCH LIFE INS. PREMIUMS
GERRY NEVILLE	\$101.52 REIMB 155 MILES
NORTHERN STATES POWER CO	\$3,751.95 FEBRUARY POWER BILL
INC. OLSEN CHAIN & CABLE	\$1,592.76 POLY SLING
PAMELA PLATT	\$125.00 ENERGY STAR CLOTHES WASHER REBATE
PAMELA PRATT	\$50.00 ENERGY STAR CLOTHES WASHER REBATE
QUALITY FORKLIFT SALES & SERVICE	\$455.96 FORKLIFT REPAIRS
INC, LEIDOS ENG. LL RW BECK GROUP	\$17,193.00 WO#2483 SPU WEST SUB DESIGN
SCOTT COUNTY JAIL	\$2,979.00 INTERIOR LIGHTING REBATE
SCOTT COUNTY RECORDERS	\$368.00 REC OF WCC AGREEMNT SW GATEWAY LLC BHB2
SCOTT COUNTY TREASURER	\$8,110.00 WO#2612 PERMIT#U160-2022 UID#16724
JOSEPH SIMON	\$75.00 ENERGY STAR REFRIDGE REBATE
RYAN SNYDER	\$500.00 ENERGY EFFICIENT COOLING & HEATING REBAT
STAPLES OIL COMPANY, INC.	\$37.53 KEROSENE IN BULK
CODY STEINHAUS	\$50.00 ENERGY STAR CLOTHES WASHER REBATE
CORTNEY SULLIVAN	\$75.00 ENERGY STAR REFRIDGE REBATE
SUMMERGATE DEVELOPMENT	\$157,458.86 WATER MAIN OVERSIZING SUMMERGATE 2ND ADD
GREG TRIPLETT	\$84.49 REIMB 129 MILES
U.S. POSTAL SERVICE	\$424.00 PO BOX 540 12 MOS RENTAL FEE
USABUEBOOK	\$60.03 HACH DEIONIZED WATER
WESCO RECEIVABLES CORP.	\$2,464.04 BUSHING COVER
MICHAEL WESTHOLDER	\$75.00 ENERGY STAR REFRIDGE REBATE
KELLEY WILLEMSSSEN	\$70.00 REIMBURSE MEMBERSHIP RENEW FINANCE ASSOC
XCEL ENERGY	\$3,109.42 1/25-2/25 GAS USAGE AMBERGLEN CIR
HEALTHPARTNERS	\$70,855.45 MARCH PREMIUMS - FEB. CHARGE MONTH
MN DEPT OF REVENUE SALES & USE TA	\$274,127.00 FEB 2023 SALES TAX PAYBLE
ZAYO GROUP LLC	\$4,391.41 KW PD VIA ACH
FURTHER	\$765.71 MEDICAL CLAIM REIMB

Total Week of 3/17/2023

\$559,053.53

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

April 3, 2023

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:

**WEEK OF 3/24/2023**

BOLTON & MENK	\$10,327.00	WO#2568 PROFESSIONAL CONST. OBSERVATION
SCOTT COUNTY ABSTRACT & TITLE	\$9,000.00	WO#2634 EARNEST MONEY FOR WATER DEPT.
AAR BUILDING SERVICE CO.	\$4,051.43	APRIL CLEANING SERVICES
ALTEC INDUSTRIES INC	\$713.79	SELF ALIGNING HOLDER
AMARIL UNIFORM COMPANY	\$15,896.85	GRANT FRIENDSHU CLOTHING
APPLE FORD OF SHAKOPEE	\$78.09	WATER TRK#652 OIL CHANGE
ARAMARK REFRESHMENT SERVICES IN	\$120.80	COFFEE
ROBERT BERNDTSON	\$117.24	REIMB 179 MILES
BOLTON & MENK INC.	\$282.00	WO#2568 PROF SERVICES W END LOWER BLUFF
BORDER STATES ELECTRIC SUPPLY	\$2,280.05	SHRINK WRAP
CASTREJON INC.	\$15,091.19	PAY EST. #5
CDW GOVERNMENT LLC	\$1,930.61	DELL 32 IN 4K USB
CITY OF SHAKOPEE	\$499,899.32	SEWER (\$385,391.88) & STORM (\$114,507.44
CORE & MAIN LP	\$539.46	TOUCHPAD BLACK
DGR ENGINEERING	\$1,229.09	WO#2612 PROF SVCS THRU 2/28/23
KYLE GIBBONS	\$175.00	ENERGY STAR APPLIANCE REBATE
GRAINGER INC	\$141.81	MOP BUCKET - WATER
HAWKINS INC	\$2,538.22	CHLORINE CCLINDERS
HERCULES INDUSTRIES INC	\$1,232.25	KEYS
MARGARET HULLANDER	\$500.00	ENERGY EFFICIENT COOLING HEATING REBATE
ANDY HUTSON	\$175.00	ENERGY STAR APPLIANCE REBATE
INNOVATIVE OFFICE SOLUTIONS LLC	\$495.45	OFFICE SUPPLIES -DENISE ORDERED
INTEGRA REALTY RESOURCES-MPLS/ST	\$1,000.00	WO#2634 APPRAISAL SERVICES WATER TRTMT
IRBY TOOLS - STUART C IRBY CO	\$252.33	MILWAUKEE CHARGE STATION
JOHNSON CONTROLS FIRE PROTECTIO	\$2,209.74	FIRE ALARM/ SPRINKLER TEST INSPECTION
JT SERVICES	\$38,912.70	ALUM DIRECT BURY POLES
KATAMA TECHNOLOGIES, INC.	\$6,843.75	WO#2472 AMI PROJECT GEN CONSULTING
SHARON KLEIN	\$100.00	ENERGY STAR DISHWASHER REBATE
CHRISTOPHER KLINE	\$50.00	WATER SENSE TOILET REBATE
DAN KUBITZ	\$30.00	APPLIANCE RECYCLE REBATE
EMMETT LUETMER	\$220.99	REIMBURSE BOOTS
MICHAEL MENDEN	\$239.95	BOOT REIMBURSEMENT
MGMT FIVE INC	\$42,685.00	FORD TRUCK EXPLORER 1FMSK8DH4PGA08312
INC. MIDWEST SAFETY COUNS	\$213.62	AIR CASE ORANGE W/FOAM
ANGELA MILLER	\$270.01	REFUND 2ND PYMT PULLED IN FEB IN ERROR
MINN VALLEY TESTING LABS INC	\$132.00	NITRATES
BRETT MOSBARGER	\$500.00	ENERGY EFFICIENT COOLING HEATING REBATE
NAPA AUTO PARTS	\$219.24	TRUCK#618 ADAPTIVE 1 FRONT RIGTH/CORE
GERRY NEVILLE	\$101.52	REIMB 155 MILES
NISC	\$39,359.33	FEBRUARY 2023 REOCCURRING INV SOFTWARE L
JEFF OLSON	\$100.00	ENERGY STAR DISHWASHER REBATE
PITNEY BOWES GLOBAL FINANCIAL SEF	\$1,214.52	12/30/22-3/29/23 BILLING PERIOD
SAMBATEK	\$1,979.20	WO#2259 TANK 8 PREF SVSC THRU 2/11/23
TERRY SHIFLEY	\$500.00	ENERGY EFFICIENT COOLING HEATING REBATE
HOLLY STAI	\$225.00	ENERGY STAR APPLIANICE REBATE
CODY STEINHAUS	\$125.00	ENERGY STAR CLOTHES WASHER REBATE
GREG TRIPLETT	\$101.52	REIMB 155 MILES
ULINE, INC.	\$6,853.39	OPEN GEAR LOCKER
USABUEBOOK	\$109.39	TNT PHOSPHORUS
VIRGINIA TRANSFORMER CORP.	\$702,159.00	WO2483 WEST SHAKO SUBSTATION
WESCO RECEIVABLES CORP.	\$2,957.06	HARD HATS
AMERICAN NATL BANK_MASTERCARD_/	\$9,127.69	FEB MONTH ACTIVITY/MARCH CHARGE MONTH
PAYMENTUS CORPORATION - ACH	\$30,560.85	FEB 2023 TRANSACTION FEES
FURTHER - ACH	\$222.00	MARCH FURTHER ADMIN FEES
ZOOM VIDEO COMMUNICATIONS INC	\$3,219.64	SUBSCRIPTION 2/23/23 - 2/22/2024
PAYROLL DIRECT DEPOSIT 3.24.23	\$122,645.29	PAYROLL DIRECT DEPOSIT 3.24.23
BENEFITS & TAXES FOR 3.24.23	\$139,637.44	BENEFITS & TAXES FOR 3.24.23

Total Week of 3/24/2023 \$1,721,891.82

Grand Total \$5,809,992.49

  
Presented for approval by: Director of Finance & Administration

Approved by General Manager

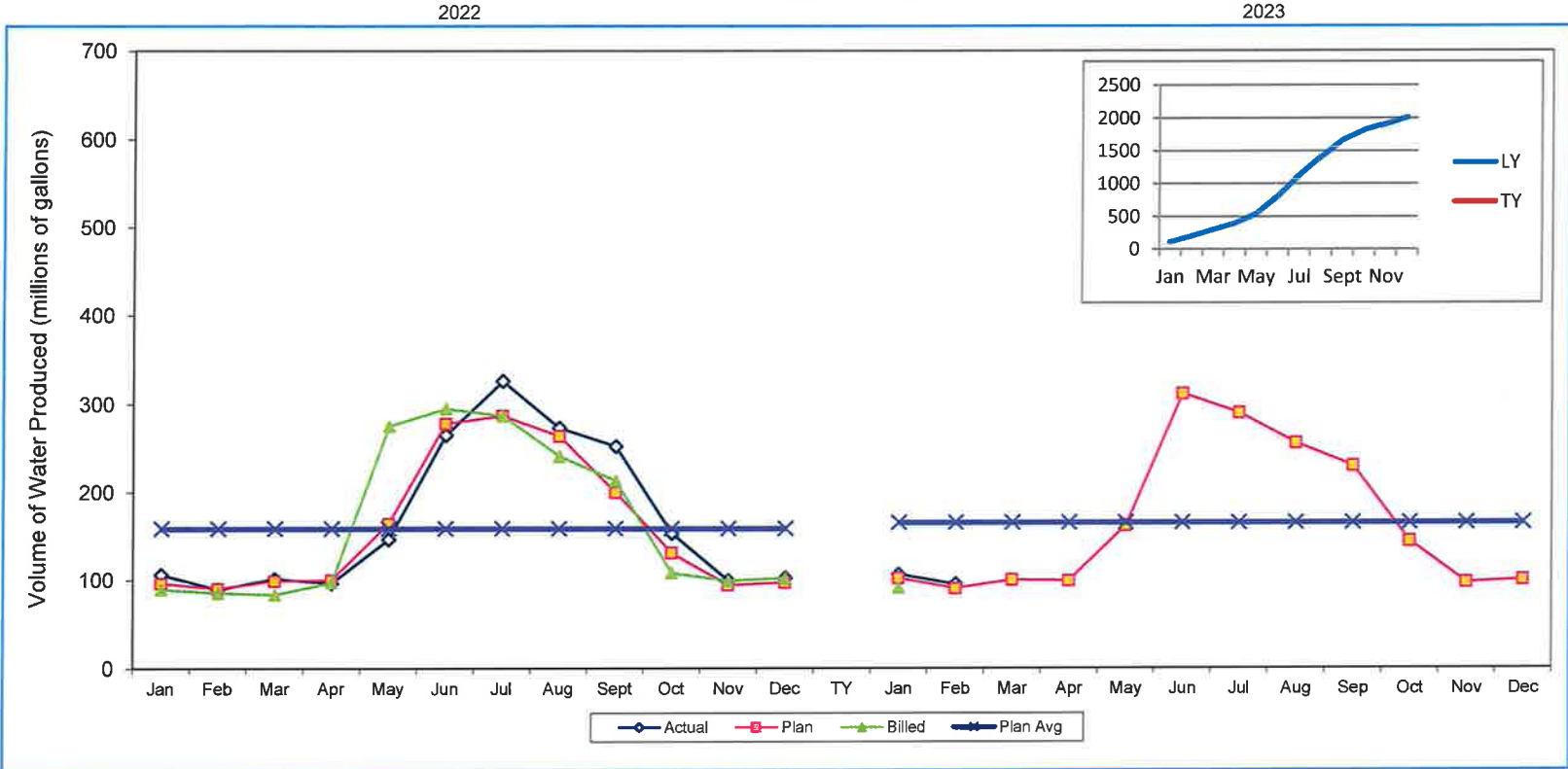
Approved by Commission President

# Monthly Water Dashboard

As of: **February 2023**      **Shakopee Public Utilities Commission**

ALL VALUES IN MILLIONS OF GALLONS

Element/Measure	<u>Water Pumped/Metered</u>						Monthly Avg	
Last 6 months actuals	252	153	99	102	106	95	2020	150
							2021	173
							2022	167



	LY												TY	TY											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actual	106	89	101	96	146	265	326	273	252	153	99	102	106	95											
Plan	96	90	99	100	164	278	287	264	200	131	94	97	102	90	100	99	162	312	290	256	230	144	97	100	
YTD % *													104%	105%											
Billed	89	85	83	97	275	295	287	241	213	108	99	102	91												

\* Actual gallons pumped vs. Plan

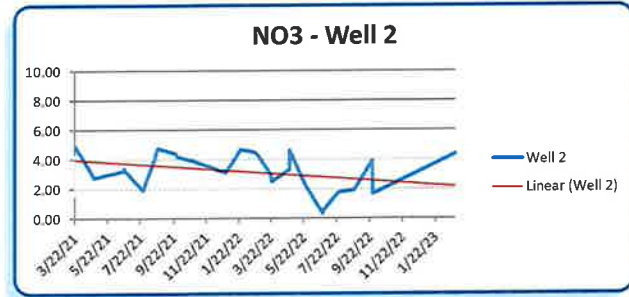


PO Box 470 • 255 Sarazin Street  
Shakopee, Minnesota 55379  
Main 952.445-1988 • Fax 952.445-7767  
[www.shakopeeutilities.com](http://www.shakopeeutilities.com)

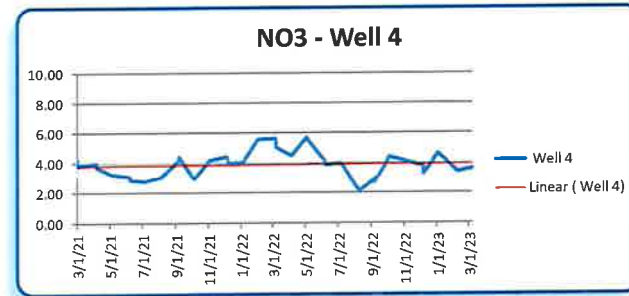
TO: Greg Drent, General Manager *gdrent*  
FROM: Lon R. Schemel, Water Superintendent *L.Schemel*  
SUBJECT: Nitrate Results -- Advisory  
DATE: March 22, 2023

Attached are the latest nitrate test results for our production wells. The analyses provided are for the prior 2 years of data collected with trend graphs.

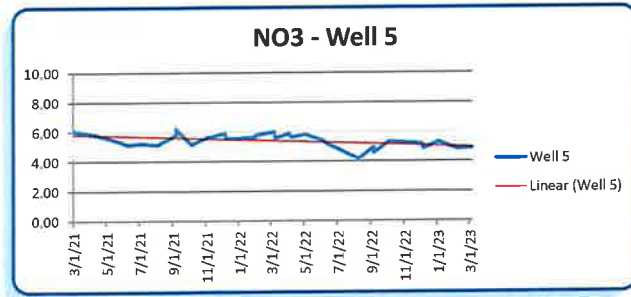
Location	Sample Collected	Results Received	Results	Lab
2	3/23/21	3/25/21	4.92	MVTL
2	3/22/21	5/24/21	4.80	MDH
2	4/27/21	5/12/21	2.76	MVTL
2	6/22/21	6/29/21	3.25	MVTL
2	6/22/21	7/12/21	3.40	MDH
2	6/22/21	8/2/21	3.30	MDH
2	7/27/21	8/12/21	1.92	MVTL
2	8/24/21	9/7/21	4.73	MVTL
2	9/27/21	11/8/21	4.40	MDH
2	9/28/21	10/4/21	4.19	MVTL
2	10/26/21	11/5/21	3.93	MVTL
2	12/27/21	1/31/22	3.10	MDH
2	12/28/21	1/10/22	3.13	MVTL
2	1/25/22	2/7/22	4.66	MVTL
2	2/22/22	3/4/22	4.47	MVTL
2	3/21/22	4/6/22	3.00	MDH
2	3/23/22	4/6/22	2.48	MVTL
2	4/25/22	5/23/22	3.30	MDH
2	4/26/22	4/28/22	4.59	MVTL
2	5/24/22	6/6/22	2.27	MVTL
2	6/27/22	8/16/22	0.30	MDH
2	6/28/22	7/11/22	0.52	MVTL
2	7/26/22	8/4/22	1.78	MVTL
2	8/23/22	9/9/22	1.90	MVTL
2	9/26/22	10/25/22	3.90	MDH
2	9/27/22	10/10/22	1.66	MVTL
2	2/28/23	3/10/23	4.38	MVTL



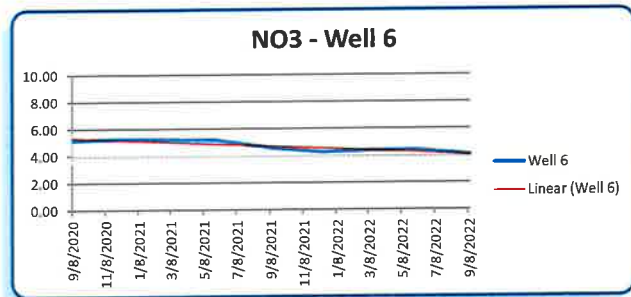
4	3/1/21	5/12/21	4.20	MDH
4	3/2/21	3/23/21	3.83	MVTL
4	4/5/21	5/12/21	4.00	MDH
4	4/6/21	5/12/21	3.73	MVTL
4	5/4/21	5/12/21	3.26	MVTL
4	6/7/21	1/31/22	3.10	MDH
4	6/8/21	6/16/21	2.87	MVTL
4	7/6/21	7/12/21	2.78	MVTL
4	8/3/21	8/11/21	3.04	MVTL
4	9/7/21	9/29/21	4.21	MVTL
4	9/7/21	9/30/21	4.40	MDH
4	10/5/21	10/14/21	2.94	MVTL
4	11/2/21	11/8/21	4.15	MVTL
4	12/6/21	7/11/22	4.40	MDH
4	12/7/21	12/15/21	3.99	MVTL
4	1/4/22	1/12/22	4.02	MVTL
4	2/1/22	2/28/22	5.56	MVTL
4	3/7/22	4/6/22	5.60	MDH
4	3/8/22	3/14/22	4.99	MVTL
4	4/5/22	4/12/22	4.46	MVTL
4	5/3/22	5/12/22	5.67	MVTL
4	6/6/22	7/11/22	4.10	MDH
4	6/7/22	6/9/22	3.89	MVTL
4	7/5/22	7/18/22	3.98	MVTL
4	7/5/22	7/18/22	4.00	MDH
4	8/9/22	8/18/22	2.09	MVTL
4	9/6/22	9/19/22	2.87	MVTL
4	9/6/22	10/25/22	2.70	MDH
4	10/4/22	10/11/22	4.38	MVTL
4	12/5/22	2/9/23	3.80	MDH
4	12/6/22	12/8/22	3.30	MVTL
4	1/3/23	3/10/23	4.62	MVTL
4	2/7/23	3/10/23	3.43	MVTL
4	3/7/23	3/10/23	3.62	MVTL



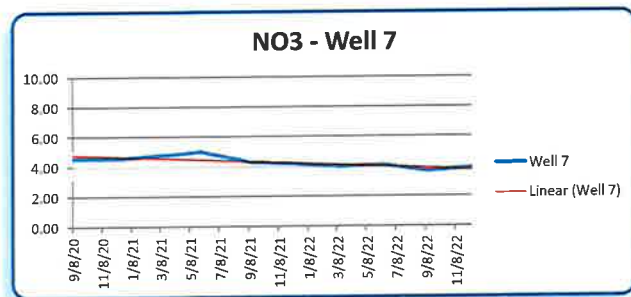
Location	Sample Collected	Results Received	Results	Lab
5	3/1/21	5/12/21	6.10	MDH
5	3/2/21	3/23/21	6.07	MVTL
5	4/6/21	5/12/21	5.88	MVTL
5	5/4/21	5/12/21	5.62	MVTL
5	6/7/21	1/31/22	5.20	MDH
5	6/8/21	6/16/21	5.18	MVTL
5	7/6/21	7/12/21	5.25	MVTL
5	8/3/21	8/11/21	5.16	MVTL
5	9/7/21	9/29/21	5.83	MVTL
5	9/7/21	9/30/21	6.20	MDH
5	10/5/21	10/14/21	5.17	MVTL
5	11/2/21	11/8/21	5.62	MVTL
5	12/6/21	7/11/22	5.90	MDH
5	12/7/21	12/15/21	5.56	MVTL
5	1/4/22	1/12/22	5.58	MVTL
5	2/1/22	2/28/22	5.67	MVTL
5	2/1/22	3/14/22	5.80	MDH
5	3/7/22	4/6/22	6.00	MDH
5	3/8/22	3/14/22	5.58	MVTL
5	4/4/22	5/12/22	5.90	MDH
5	4/5/22	4/12/22	5.66	MVTL
5	5/3/22	5/12/22	5.83	MVTL
5	6/6/22	7/11/22	5.40	MDH
5	6/7/22	6/9/22	5.30	MVTL
5	8/9/22	8/18/22	4.18	MVTL
5	9/6/22	9/19/22	4.98	MVTL
5	9/6/22	10/25/22	4.60	MDH
5	10/4/22	10/11/22	5.35	MVTL
5	12/5/22	2/9/23	5.20	MDH
5	12/6/22	12/8/22	4.89	MVTL
5	1/3/23	3/10/23	5.32	MVTL
5	2/7/23	3/10/23	4.85	MVTL
5	3/7/23	3/10/23	4.92	MVTL



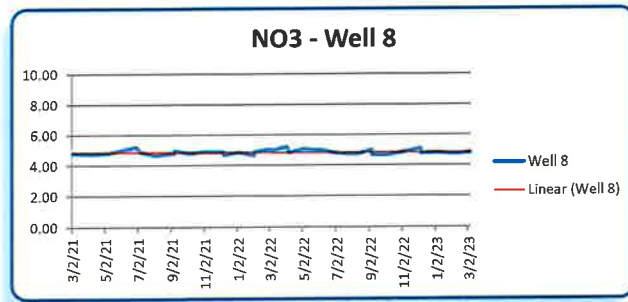
6	9/8/2020	1/29/21	5.20	MDH
6	12/7/2020	1/29/21	5.30	MDH
6	6/1/2021	8/2/21	5.20	MDH
6	9/13/2021	9/29/21	4.60	MDH
6	12/13/2021	1/31/22	4.30	MDH
6	3/14/2022	4/6/22	4.40	MDH
6	6/13/2022	7/11/22	4.40	MDH
6	9/12/2022	10/25/22	4.10	MDH
6	12/12/2022	2/9/23	4.20	MDH



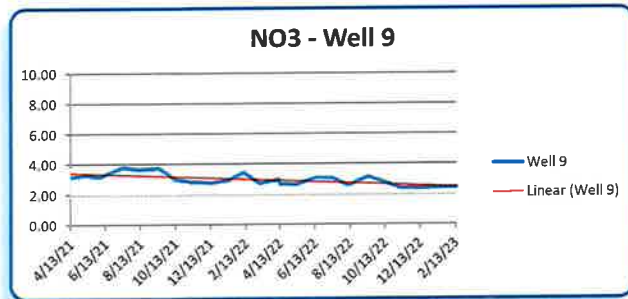
7	9/8/20	1/29/21	4.60	MDH
7	12/22/20	1/29/21	4.60	MDH
7	6/1/21	8/2/21	5.00	MDH
7	9/13/21	9/29/21	4.30	MDH
7	12/13/21	1/31/22	4.20	MDH
7	3/14/22	4/6/22	4.00	MDH
7	6/13/22	7/11/22	4.10	MDH
7	9/12/22	10/25/22	3.70	MDH
7	12/12/22	2/9/23	3.90	MDH



Location	Sample Collected	Results Received	Results	Lab
8	3/2/21	3/23/21	4.82	MVTL
8	4/6/21	5/12/21	4.77	MVTL
8	5/4/21	5/12/21	4.82	MVTL
8	6/29/21	8/2/21	5.20	MDH
8	7/6/21	7/12/21	4.90	MVTL
8	8/3/21	8/11/21	4.68	MVTL
8	9/7/21	9/29/21	4.83	MVTL
8	9/7/21	9/30/21	5.00	MDH
8	10/5/21	10/14/21	4.80	MVTL
8	11/2/21	11/8/21	4.92	MVTL
8	12/6/21	7/11/22	4.90	MDH
8	12/7/21	12/15/21	4.70	MVTL
8	1/4/22	1/12/22	4.87	MVTL
8	2/1/22	2/28/22	4.67	MVTL
8	2/1/22	3/14/22	4.90	MDH
8	3/1/22	3/8/22	5.05	MVTL
8	3/8/22	4/6/22	5.00	MDH
8	4/4/22	5/12/22	5.20	MDH
8	4/5/22	4/12/22	4.85	MVTL
8	5/3/22	5/12/22	5.06	MVTL
8	6/6/22	7/11/22	5.00	MDH
8	6/7/22	6/9/22	4.99	MVTL
8	7/5/22	7/18/22	4.80	MVTL
8	7/5/22	11/8/22	4.80	MDH
8	8/9/22	8/18/22	4.74	MVTL
8	9/6/22	9/19/22	5.02	MVTL
8	9/6/22	10/25/22	4.70	MDH
8	10/4/22	10/11/22	4.69	MVTL
8	12/5/22	2/9/23	5.10	MDH
8	12/6/22	12/8/22	4.79	MVTL
8	1/3/23	3/10/23	4.86	MVTL
8	2/7/23	3/10/23	4.76	MVTL
8	3/7/23	3/10/23	4.85	MVTL



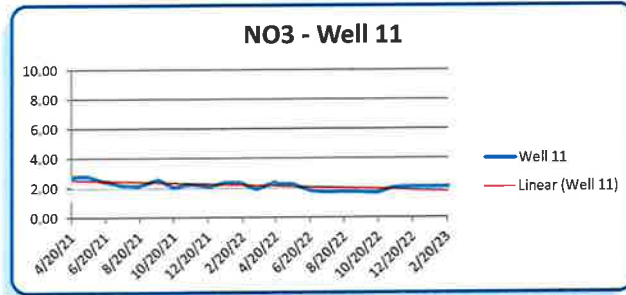
9	4/13/21	4/26/21	3.16	MVTL
9	5/11/21	5/18/21	3.35	MVTL
9	5/11/21	5/24/21	3.30	MDH
9	6/1/21	6/7/21	3.19	MVTL
9	7/13/21	8/2/21	3.80	MVTL
9	8/10/21	8/27/21	3.66	MVTL
9	9/14/21	9/29/21	3.75	MVTL
9	10/12/21	10/20/21	3.03	MVTL
9	11/9/21	11/16/21	2.84	MVTL
9	12/14/21	12/27/21	2.79	MVTL
9	1/11/22	1/31/22	2.94	MVTL
9	2/8/22	2/23/22	3.43	MVTL
9	3/8/22	3/14/22	2.74	MVTL
9	4/11/22	4/26/22	3.00	MDH
9	4/12/22	4/22/22	2.72	MVTL
9	5/10/22	5/18/22	2.67	MVTL
9	6/14/22	6/23/22	3.10	MVTL
9	7/12/22	7/27/22	3.08	MVTL
9	8/9/22	8/18/22	2.60	MVTL
9	9/13/22	9/21/22	3.16	MVTL
9	11/8/22	11/10/22	2.44	MVTL
9	12/13/22	12/14/22	2.43	MVTL
9	2/14/23	2/16/23	2.49	MVTL



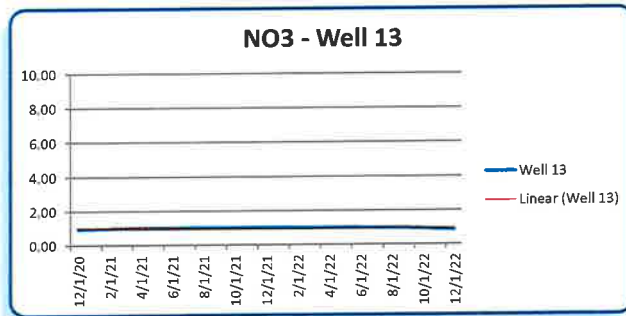
10	4/17/12	4/20/12	< 1.00	TCWC
10	1/21/14	1/29/14	< 1.00	TCWC
10	3/25/14	4/1/14	3.61	MVTL
10	4/23/14	5/7/14	< 0.20	MVTL
10	4/23/14	6/16/14	< 0.05	MDH
10	6/16/15	6/26/15	< 0.05	MVTL
10	4/11/17	4/17/17	< 0.05	MVTL
10	1/8/19	1/14/19	< 0.05	MVTL
10	7/8/19	7/24/19	< 0.05	MVTL
10	10/12/21	10/20/21	< 0.05	MVTL



Location	Sample Collected	Results Received	Results	Lab
11	4/20/21	4/26/21	2.75	MVTL
11	5/17/21	5/28/21	2.80	MDH
11	5/18/21	5/28/21	2.78	MVTL
11	6/15/21	6/29/21	2.48	MVTL
11	7/20/21	8/2/21	2.18	MVTL
11	8/17/21	8/27/21	2.14	MVTL
11	9/21/21	9/29/21	2.58	MVTL
11	10/19/21	11/8/21	2.06	MVTL
11	11/16/21	12/2/21	2.27	MVTL
11	12/21/21	12/30/21	2.10	MVTL
11	1/18/22	1/31/22	2.37	MVTL
11	2/15/22	2/28/22	2.36	MVTL
11	3/15/22	3/17/22	1.92	MVTL
11	4/18/22	5/12/22	2.40	MDH
11	4/19/22	4/28/22	2.25	MVTL
11	5/17/22	5/27/22	2.28	MVTL
11	6/21/22	6/23/22	1.82	MVTL
11	7/19/22	7/28/22	1.75	MVTL
11	8/16/22	8/30/22	1.78	MVTL
11	9/20/22	9/29/22	1.74	MVTL
11	10/18/22	10/21/22	1.71	MVTL
11	11/15/22	12/21/22	2.04	MVTL
11	12/20/22	12/21/22	2.10	MVTL
11	1/24/23	3/10/23	2.08	MVTL
11	2/21/23	2/28/23	2.11	MVTL



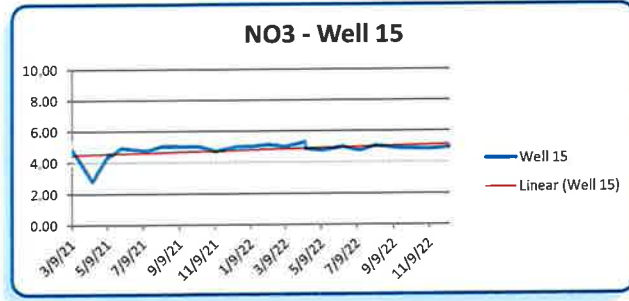
12	12/8/20	12/28/20	0.69	MVTL
12	3/9/21	3/23/21	0.60	MVTL
12	6/1/21	6/7/21	0.57	MVTL
12	9/14/21	9/29/21	0.59	MVTL
12	12/14/21	12/27/21	0.50	MVTL
12	3/23/22	4/6/22	0.48	MVTL
12	6/14/22	6/23/22	0.49	MVTL
12	9/13/22	9/21/22	0.46	MVTL
12	12/13/22	12/14/22	0.46	MVTL



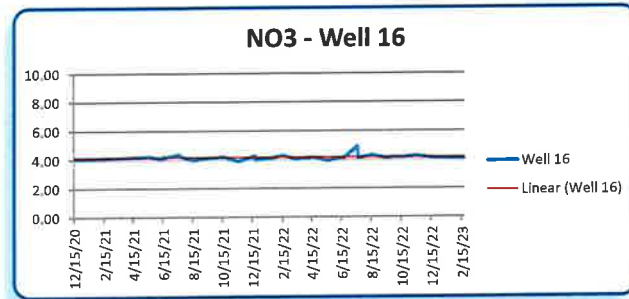
13	12/1/20	12/9/20	0.98	MVTL
13	3/2/21	3/23/21	1.02	MVTL
13	12/7/21	12/15/21	1.03	MVTL
13	9/6/22	9/19/22	1.00	MVTL
13	12/6/22	12/8/22	0.89	MVTL
13	3/7/23	3/10/23	0.89	MVTL

14	4/23/14	6/16/14	0.05	MDH
14	4/11/17	4/17/17	0.05	MVTL
14	9/5/17	9/26/17	0.05	MVTL
14	12/5/17	12/22/17	0.05	MVTL
14	3/6/18	3/26/18	0.05	MVTL
14	6/5/18	6/14/18	0.05	MVTL

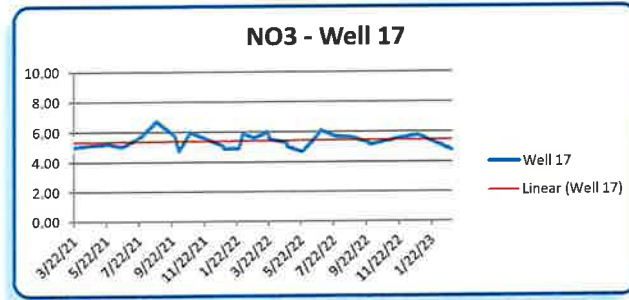
Location	Sample Collected	Results Received	Results	Lab
15	3/9/21	3/23/21	4.81	MVTL
15	4/13/21	4/26/21	2.79	MVTL
15	5/11/21	5/18/21	4.56	MVTL
15	5/11/21	5/24/21	4.40	MDH
15	6/1/21	6/7/21	4.95	MVTL
15	7/13/21	8/2/21	4.76	MVTL
15	8/10/21	8/27/21	5.05	MVTL
15	9/21/21	9/29/21	5.04	MVTL
15	10/12/21	10/20/21	5.02	MVTL
15	11/9/21	11/16/21	4.72	MVTL
15	12/14/21	12/27/21	5.00	MVTL
15	1/11/22	1/31/22	5.02	MVTL
15	2/8/22	2/23/22	5.13	MVTL
15	3/8/22	3/14/22	5.00	MVTL
15	4/11/22	4/26/22	5.30	MDH
15	4/12/22	4/22/22	4.88	MVTL
15	5/10/22	5/18/22	4.76	MVTL
15	6/14/22	6/23/22	5.01	MVTL
15	7/12/22	7/27/22	4.76	MVTL
15	8/9/22	8/18/22	5.05	MVTL
15	9/13/22	9/21/22	4.92	MVTL
15	11/8/22	11/10/22	4.86	MVTL
15	12/13/22	12/14/22	4.96	MVTL



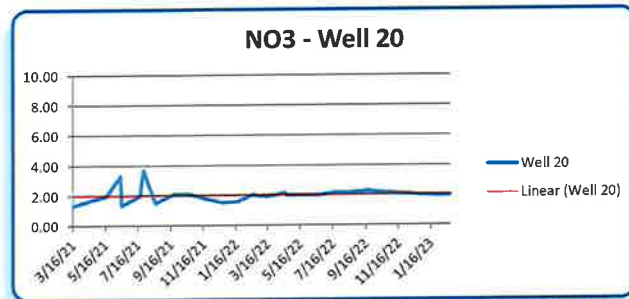
16	12/15/20	12/18/20	4.09	MVTL
16	6/17/21	8/2/21	4.20	MDH
16	5/18/21	5/28/21	4.26	MVTL
16	6/14/21	8/2/21	4.10	MDH
16	6/15/21	6/29/21	4.29	MVTL
16	7/19/21	8/12/21	4.40	MDH
16	7/20/21	8/2/21	4.29	MVTL
16	8/17/21	8/27/21	4.02	MVTL
16	9/20/21	11/8/21	4.20	MDH
16	9/21/21	9/29/21	4.18	MVTL
16	10/19/21	11/8/21	4.23	MVTL
16	11/16/21	12/2/21	3.93	MVTL
16	12/20/21	1/31/22	4.30	MDH
16	12/21/21	12/30/21	4.04	MVTL
16	1/18/22	1/31/22	4.12	MVTL
16	2/15/22	2/28/22	4.32	MVTL
16	3/15/22	3/17/22	4.07	MVTL
16	3/15/22	4/6/22	4.10	MDH
16	4/19/22	4/28/22	4.19	MVTL
16	5/17/22	5/27/22	3.97	MVTL
16	6/21/22	6/23/22	4.17	MVTL
16	6/21/22	7/11/22	4.20	MDH
16	7/18/22	8/16/22	4.90	MDH
16	7/19/22	7/28/22	4.13	MVTL
16	8/16/22	8/30/22	4.33	MVTL
16	9/19/22	10/25/22	4.10	MDH
16	9/20/22	9/29/22	4.19	MVTL
16	10/18/22	10/21/22	4.19	MVTL
16	11/15/22	12/21/22	4.28	MVTL
16	12/20/22	12/21/22	4.15	MVTL
16	1/24/23	3/10/23	4.10	MVTL
16	2/21/23	2/28/23	4.08	MVTL



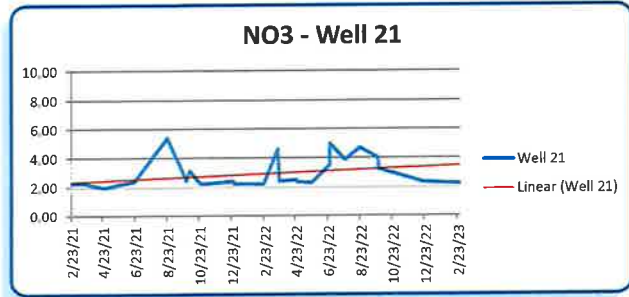
Location	Sample Collected	Results Received	Results	Lab
17	3/22/21	5/24/21	5.00	MDH
17	3/23/21	3/25/21	5.07	MVTL
17	5/25/21	6/1/21	5.27	MVTL
17	6/14/21	8/2/21	5.10	MDH
17	6/22/21	6/29/21	5.08	MVTL
17	7/27/21	8/12/21	5.75	MVTL
17	8/24/21	9/7/21	6.73	MVTL
17	9/27/21	11/8/21	5.80	MDH
17	9/28/21	10/4/21	5.60	MVTL
17	10/5/21	10/14/21	4.79	MVTL
17	10/26/21	11/5/21	5.98	MVTL
17	12/27/21	1/31/22	5.10	MDH
17	12/28/21	1/10/22	4.90	MVTL
17	1/25/22	2/7/22	4.91	MVTL
17	2/2/22	4/25/22	5.90	MDH
17	2/22/22	3/4/22	5.62	MVTL
17	3/21/22	4/6/22	6.00	MDH
17	3/23/22	4/6/22	5.56	MVTL
17	4/25/22	6/2/22	5.30	MDH
17	4/26/22	4/28/22	5.05	MVTL
17	5/24/22	6/6/22	4.70	MVTL
17	6/27/22	8/16/22	6.00	MDH
17	6/28/22	7/11/22	6.09	MVTL
17	7/26/22	8/4/22	5.71	MVTL
17	8/23/22	9/9/22	5.67	MVTL
17	9/26/22	10/25/22	5.30	MDH
17	9/27/22	10/10/22	5.16	MVTL
17	11/22/22	3/10/23	5.60	MDH
17	12/27/22	2/24/23	5.81	MVTL
17	2/28/23	3/10/23	4.82	MVTL



20	3/16/21	3/23/21	1.36	MVTL
20	4/20/21	4/26/21	1.74	MVTL
20	5/17/21	5/28/21	2.00	MDH
20	5/18/21	5/28/21	2.05	MVTL
20	6/14/21	8/2/21	3.30	MDH
20	6/15/21	6/29/21	1.36	MVTL
20	7/20/21	8/2/21	2.03	MVTL
20	7/27/21	8/12/21	3.71	MVTL
20	8/17/21	8/27/21	1.53	MVTL
20	9/21/21	9/29/21	2.13	MVTL
20	10/19/21	11/8/21	2.13	MVTL
20	11/16/21	12/2/21	1.85	MVTL
20	12/21/21	12/30/21	1.54	MVTL
20	1/18/22	1/31/22	1.60	MVTL
20	2/15/22	2/28/22	2.06	MVTL
20	3/15/22	3/17/22	1.93	MVTL
20	4/18/22	5/12/22	2.20	MDH
20	4/19/22	4/28/22	2.05	MVTL
20	5/17/22	5/27/22	2.05	MVTL
20	6/21/22	6/23/22	2.05	MVTL
20	7/19/22	7/28/22	2.20	MVTL
20	8/16/22	8/30/22	2.20	MVTL
20	9/20/22	9/29/22	2.28	MVTL
20	10/18/22	10/21/22	2.20	MVTL
20	1/24/23	3/10/23	2.01	MVTL
20	2/21/23	2/28/23	2.01	MVTL

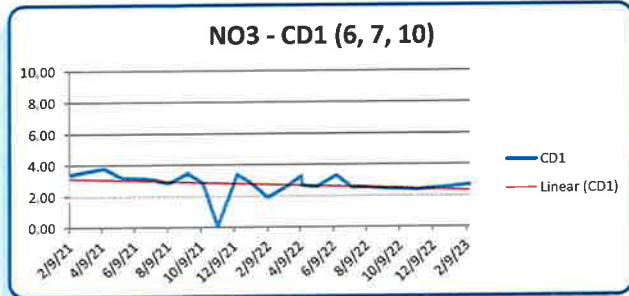


Location	Sample Collected	Results Received	Results	Lab
21	2/23/21	3/23/21	2.28	MVTL
21	3/23/21	3/25/21	2.24	MVTL
21	3/22/21	5/24/21	2.30	MDH
21	4/27/21	5/12/21	1.97	MVTL
21	5/25/21	6/1/21	2.22	MVTL
21	5/24/21	6/15/21	2.20	MDH
21	6/22/21	6/29/21	2.39	MVTL
21	8/24/21	9/7/21	5.39	MVTL
21	9/27/21	11/8/21	2.60	MDH
21	9/28/21	10/4/21	2.45	MVTL
21	10/5/21	10/14/21	3.12	MVTL
21	10/26/21	11/5/21	2.22	MVTL
21	12/27/21	1/31/22	2.40	MDH
21	12/28/21	1/10/22	2.22	MVTL
21	1/25/22	2/7/22	2.22	MVTL
21	2/22/22	3/4/22	2.20	MVTL
21	3/21/22	4/6/22	4.60	MDH
21	3/23/22	4/6/22	2.40	MVTL
21	4/25/22	5/23/22	2.50	MDH
21	4/26/22	4/28/22	2.36	MVTL
21	5/24/22	6/6/22	2.30	MVTL
21	6/27/22	8/16/22	3.50	MDH
21	6/28/22	7/11/22	4.97	MVTL
21	7/26/22	8/4/22	3.87	MVTL
21	8/23/22	9/9/22	4.70	MVTL
21	9/26/22	10/25/22	4.00	MDH
21	9/27/22	10/6/22	3.24	MVTL
21	12/20/22	12/21/22	2.34	MVTL
21	2/28/23	3/10/23	2.23	MVTL



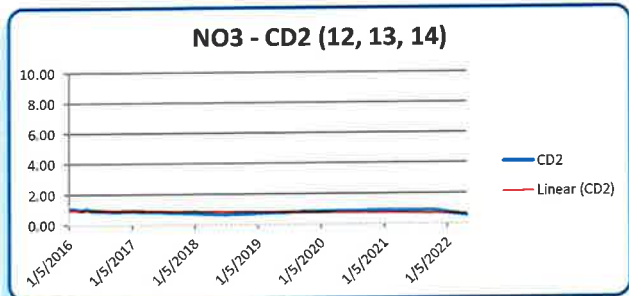
**Combined Discharge - Wells 6-7-10**

CD 1	2/9/21	4/2/21	3.39	MVTL
CD 1	4/13/21	4/26/21	3.80	MVTL
CD 1	5/17/21	5/28/21	3.20	MDH
CD 1	6/1/21	6/7/21	3.20	MVTL
CD 1	7/13/21	8/2/21	3.11	MVTL
CD 1	8/10/21	8/27/21	2.87	MVTL
CD 1	9/14/21	9/29/21	3.46	MVTL
CD 1	10/12/21	10/20/21	2.86	MVTL
CD 1	11/9/21	11/16/21	0.05	MVTL
CD 1	12/14/21	12/27/21	3.39	MVTL
CD 1	1/11/22	1/31/22	2.79	MVTL
CD 1	2/8/22	2/23/22	1.92	MVTL
CD 1	3/15/22	3/17/22	2.63	MVTL
CD 1	4/11/22	4/26/22	3.30	MDH
CD 1	4/12/22	4/22/22	2.69	MVTL
CD 1	5/10/22	5/18/22	2.60	MVTL
CD 1	6/14/22	6/23/22	3.33	MVTL
CD 1	7/12/22	7/27/22	2.57	MVTL
CD 1	8/9/22	8/18/22	2.57	MVTL
CD 1	9/13/22	9/21/22	2.49	MVTL
CD 1	11/8/22	11/10/22	2.42	MVTL
CD 1	12/13/22	12/14/22	2.50	MVTL
CD 1	2/14/23	2/16/23	2.70	MVTL



**Combined Discharge - Wells 12-13-14**

CD 2	1/5/2016	1/13/2016	1.08	MVTL
CD 2	2/23/2016	2/29/2016	1.03	MVTL
CD 2	3/22/2016	3/28/2016	0.96	MVTL
CD 2	4/12/2016	4/19/2016	1.07	MVTL
CD 2	5/10/2016	5/16/2016	0.98	MVTL
CD 2	5/10/2016	6/2/2016	0.97	MDH
CD 2	7/12/2016	7/18/2016	0.93	MVTL
CD 2	10/11/2016	10/17/2016	0.87	MVTL
CD 2	11/8/2016	11/17/2016	0.91	MVTL
CD 2	1/10/2017	1/20/2017	0.92	MVTL
CD 2	4/11/2017	4/17/2017	0.85	MVTL
CD 2	6/8/2017	6/28/2017	0.86	MDH
CD 2	6/22/2018	7/18/2018	0.67	MDH
CD 2	4/16/2019	5/1/2019	0.78	MDH
CD 2	4/27/2020	6/5/2020	0.86	MDH
CD 2	10/25/2021	11/15/2021	0.87	MDH
CD 2	4/25/2022	5/23/2022	0.56	MDH





PO Box 470 • 255 Sarazin Street  
 Shakopee, Minnesota 55379  
 Main 952.445-1988 • Fax 952.445-7767  
 www.shakopeeutilities.com

TO: Greg Drent, General Manager *GD*

FROM: Lon R. Schemel, Water Superintendent *LRS*

SUBJECT: 2023 Water Conservation Report

DATE: March 22, 2023

Since 2017, water purveyors have been required to submit Water Conservation Reports to the Minnesota Department of Natural Resources. These reports summarize a utilities conservation effort for the year and provides the MN DNR with the required metrics needed for them to manage our groundwater resource.

	2022 Report*	2023 Report*
Unaccounted Water Loss	4.8%	5.9%
Residential Gallons per Capita	76	70
Annual % Reduction Nonresidential	-27.16	6.75
Trend in total per capita demand	-11.5	8.27
Total Peaking Factor	2.57**	2.41**

\*For the previous year's usage

\*\*Max day / Average day

## Shakopee Public Utilities Commission Summary of Water Conservation Report

Additional Details at [www.espwater.org](http://www.espwater.org)  
2023 Report based on 2022 Water Use

<b>Water Conservation Goals</b>	
Unaccounted Water Loss	5.9 %
Residential GPCD	70
Annual % Reduction-Nonresidential	6.75
Trend in total per capita demand	8.27282
Total Peaking Factor	2.41
<b>Water Accounting</b>	
Total water to Treatment	2,006,943,000 gallons
Total water to Distribution	2,006,943,000 gallons
# of Residential connections	11,088
# of Non-Res. connections	1,021
Residential vs. Non-Res. Use	1,145.6 million gal. vs. 742.1 million gal.
Date of Highest Use	6/20/2022
<b>Water Conservation - Direct</b>	
Water Supply System Infrastructure Efficiency (leaks, meters, etc.)	<ul style="list-style-type: none"> <li>• Meter testing: 125,000 gal -- \$21,669</li> </ul>
Date of last Audit/Percent done	% audit
Direct Conservation Single Family (SF) and Multi-Family (MF) and Commercial, Industrial, Institutional (CII) Efforts	<ul style="list-style-type: none"> <li>• Smart Irrigation: Quantity: 52 Gallons saved: 4,160,000</li> <li>• Clothes Washers: Quantity: 31 Gallons saved: 155,000</li> <li>• Dishwashers: Quantity: 18 Gallons saved: 90,000</li> <li>• Toilet: Quantity: 11 Gallons saved: 143,000</li> </ul>
Reuse or other Customer conservation projects	None listed
<b>Water Conservation Indirect</b>	

Ordinances	<ul style="list-style-type: none"> <li>• Critical/Emergency Water Deficiency Ordinance</li> <li>• Irrigation restrictions Regulations</li> <li>• Soil preparation requirements (x" of topsoil)</li> <li>• Tree ratio requirement</li> <li>• Allow native plants and Low water use turf/plants</li> <li>• Wellhead protection ordinance and zoning</li> </ul>
Education and Outreach	<ul style="list-style-type: none"> <li>• Consumer Confidence Reports -- 1</li> <li>• Facility tours -- 2</li> <li>• Marketing rebate programs (e.g., indoor fixtures &amp; appliances and outdoor practices) -- 2</li> <li>• Information kiosk at utility and public buildings -- 1</li> <li>• Website -- 3</li> </ul>
Collaboration	<ul style="list-style-type: none"> <li>• Collaborated with MDH on wellhead protection project</li> <li>• Collaborate with Metcouncil on Smart Irrigation</li> <li>• Collaborate with developers on irrigation settings</li> </ul>
Rate structure	<ul style="list-style-type: none"> <li>• Increasing Block</li> </ul>

## General Comments and Recommendations for additional conservation efforts:

1. **WATER CONSERVATION GOALS:** Compare your water supply system results to the statewide water conservation goals that are set in the Water Supply Plans:
  - a. UNACCOUNTED FOR WATER LOSS <10%
  - b. RESIDENTIAL GALLONS PER CAPITA DEMAND (GPCD) DAILY <75
  - c. ANNUAL % REDUCTION IN NONRESIDENTIAL USE >1.5%
  - d. TREND IN TOTAL PER CAPITA DEMAND >=1.0
  - e. TOTAL PEAKING FACTOR <2.6

Each water supplier should try to achieve the statewide water conservation goals by the time their next Water Supply Plan is due (2026-2028).

2. **WATER LOSS:** For most water suppliers, working on reducing water loss should be your top conservation objective. Cities should first make their own water supply system as efficient as possible. In addition to leaks, water can be “lost” through unauthorized consumption (theft), administrative errors, data handling errors, and metering inaccuracies or failure.
3. **LEAK REPAIR:** Budgeting for and keeping on top of aging pipes and infrastructure will be important in the coming years to reduce water loss. Also check fire hydrants frequently, many cities are finding these to be part of their water loss problem.
4. **METERS:** A water meter program should include selection, installation, testing and maintenance. Over time meters lose accuracy and inaccurate meters contribute to loss of revenue. Accurate meters are also key to getting a handle on water loss. Focus first on large meter installations.
5. **AUDIT:** Water audits are the first step for controlling water loss. AWWA offers free [Water Audit Software](#). The second step is intervention and implementing solutions, and the third step is evaluation and further improvements if needed. Metering and better water accounting are key to improving the city’s water loss percentage.
6. **PEAK WATER DAY:** Generally this number indicates if the city has high summer water use. Conservation education should focus on improving landscape irrigation efficiency on public and private property. The [UMN Turfgrass Science](#) website has excellent irrigation resources. If your peak water day was for hydrant flushing, you might evaluate if this amount could be reduced without sacrificing best practices. Some cities are significantly cutting back with hydrant flushing and not impacting water quality.
7. **RESIDENTIAL & NON-RESIDENTIAL:** Compare the volume of Residential and non-residential water user. Is one significantly more than the other or are they quite close in water use? Focusing on your big water use accounts with education programs or conservation partnerships may make sense.
8. **NON-RESIDENTIAL EDUCATION AND OUTREACH IDEAS:**
  - a. Non-residential use is always an opportunity for water conservation – economically Commercial, Industrial and Institutional users *want* to be as efficient as possible. The city should look at the 2-3 largest non-residential water users and meet with them to see if there are things they can do to conserve water.
  - b. Cities often work with the CII categories that are easiest to implement: government/municipal buildings and facilities; large landscape areas; schools and/or colleges; office buildings; restaurants. Research shows that the degree of success for water conservation are: 1. Schools/colleges, 2. Commercial and apartments, 3. Large



landscape areas, 4. Lodging, 5. Public pools/water parks. Target your efforts here for optimal success.

- c. If any of the CII facilities have outdoor lawn irrigation this is an easy and quick way to reduce water use by installing smart meters, doing an irrigation audit to look for leaks and broken heads, or simply turning off the irrigation controllers and only turning them on when there has been a lack of rainfall.

**9. RESIDENTIAL EDUCATION AND OUTREACH IDEAS:**

- a. The city may want to offer free toilet leak detection tablets to customers since this is the most common leak and easy to fix. Contact the MN DNR Information Center for a free supply of toilet leak detection info cards and dye tablets.
- b. You may want to try promoting this home water conservation app that only takes a few minutes and is fun and informative <http://nrwa.aqkwa.com> (try it yourself!). In addition to adults, you can work with the schools, kids may influence their parents to conserve water.
- c. Other new water campaigns the city may want to participate in include: the US EPA WaterSense Program. Membership is free and allows you access to great resources. Also *Value of Water*- US Water Alliance has a Value of Water Campaign <http://uswateralliance.org/initiatives/value-of-water> with a toolkit that has PDFs of ads, billboards, bill stuffers, bus shelter ads, banners, and social media. The focus is positive, emphasizing that water is essential.

10. **ORDINANCES:** City Councils may want to strengthen their water conservation ordinances. League of MN Cities is a great source for sample ordinances.

11. **RATE STRUCTURE:** Cities should regularly evaluate the water rate structure. MN Rural Water Association provides this service (free for a quick review; small fee for a full bookkeeping audit).

12. **FUTURE WEATHER:** Northern cities are already experiencing changing seasons and weather patterns. Some of these will impact water supply and demand. Climate science tells us three key trends will likely continue through mid-century:

1. Extreme rainfall is happening more often.
2. Minnesota's climate is becoming warmer and wetter.
3. Winter is warming 13 times faster than summer and there are fewer days of extreme cold.

These changes will likely impact public water supplies in several ways:

- a. **Rivers & Streams:** Rivers will see altered high and low flows and an increase in contamination due to flooding. Whatever the historic flood level has been in the past, anticipate it to be higher. Are water treatment facilities, water towers, and pumps flood proof/resilient? Are there industries upstream that may contaminate drinking water supplies during a flood? Are communications in place to notify the city of possible contamination and emergency flood preparations in place? If the city is not a member of MnWARN they may want to consider this voluntary option. Warmer winters may mean more ice, which often requires more salt treatment. Chloride contamination is becoming a concern in many areas of the state and may require additional water treatment.
- b. **Lakes:** Longer thermal stratification on lakes means that seasonal mixing may be eliminated in shallow water, resulting in fish kills. This may not affect the city directly. Thin ice may pose safety hazards to citizens and staff.

- c. Possible City Infrastructure Impact: direct damage from heavy rain, increased mold/moisture damage, safety and accessibility on ice or trails, damage to culverts and bridges.
- d. Invasive species have new advantages. Are zebra mussels a threat at your water or wastewater treatment facilities? If not, they may be in the future. Forest insect pests may migrate further north killing vast forested areas and increasing fire hazards.
- e. Warmer winter temperatures: The good news is this may mean fewer frozen water lines.
- f. Forests: Boreal species will face increasing hydrothermal stress. The heat stress is more than trees can tolerate and forest communities will change across the landscape and higher temperatures means more drying of vegetation. If geographically appropriate, is the water system prepared for a possible increase in forest fires?



# Certificate of Completion

THIS ACKNOWLEDGES THAT



**Shakopee Public Utilities  
Commission**

**Has Completed the 2022 Water Conservation Report**

Carmelita Nelson, Program Coordinator



PO Box 470 • 255 Sarazin Street  
Shakopee, Minnesota 55379  
Main 952.445-1988 • Fax 952.445-7767  
www.shakopeeutilities.com

TO: Greg Drent, General Manager   
FROM: Lon R. Schemel, Water Superintendent   
SUBJECT: PFOS/PFOA Mitigation in the Distribution System  
DATE: March 29, 2023

On March 14, 2023, the Environmental Protection Agency released a statement with the proposed levels for 6 PFAS compounds. The enforceable maximum contaminant levels should be decided by the end of 2023. Attached is a statement from the American Water Works Association to its members on PFAS.

In the meantime, water staff began round-robin-type discussion about how we might lower or even remove levels of PFOS and PFOA (the compounds with a probable goal of zero) from the distribution system before building a water treatment facility. We pitched the idea to General Manager Drent who instantly supported the plan.

Shakopee has 7 wells where the levels for PFOS/PFOA are currently below detection. We intend to give these wells priority for running via our SCADA system. These 7 wells have sufficient output for 8 months of the year. The other months, June, July, August, and September will be supplemented by the wells with the lowest amounts of these compounds, and then the next lowest if needed and so on.

The first step will be to collect PFAS samples from the distribution system. The Minnesota Department of Health only collects samples from the wellheads. We need to know the amount at the tap. There will be before and after sampling to be able to calculate the effectiveness of the plan. Following is a summary from the Environmental Protection Agency.

## Summary

EPA is proposing a National Primary Drinking Water Regulation (NPDWR) to establish legally enforceable levels, called Maximum Contaminant Levels (MCLs), for six PFAS in drinking water. PFOA and PFOS as individual contaminants, and PFHxS, PFNA, PFBS, and HFPO-DA (commonly referred to as GenX Chemicals) as a PFAS mixture. EPA is also proposing health-based, non-enforceable Maximum Contaminant Level Goals (MCLGs) for these six PFAS.


Compound	Proposed MCLG	Proposed MCL (enforceable levels)
PFOA	Zero	4.0 parts per trillion (also expressed as ng/L)
PFOS	Zero	4.0 ppt
PFNA	1.0 (unitless)	1.0 (unitless)
PFHxS		
PFBS		
HFPO-DA (commonly referred to as GenX Chemicals)	Hazard Index	Hazard Index

The proposed rule would also require public water systems to:

- Monitor for these PFAS
- Notify the public of the levels of these PFAS
- Reduce the levels of these PFAS in drinking water if they exceed the proposed standards.

# AWWA statement on proposed PFAS drinking water standards

---

 [awwa.org/AWWA-Articles/awwa-statement-on-proposed-pfas-drinking-water-standards/utm\\_source/communications/utm\\_medium/email/utm\\_campaign/connections](https://www.awwa.org/AWWA-Articles/awwa-statement-on-proposed-pfas-drinking-water-standards/utm_source/communications/utm_medium/email/utm_campaign/connections)

March 14, 2023  
Press Releases

As a community of water professionals, AWWA and its members share EPA's desire to keep harmful levels of PFAS out of the nation's drinking water. We support setting national drinking water standards for PFAS that protect all consumers, including the most sensitive populations, using the best available science. We stand for transparency, and support requirements for utilities to actively share PFAS monitoring results and other water quality information with consumers. We support sound scientific process to create regulations in which the public health benefits outweigh the costs.

To date, a mosaic of state standards and guidelines have been established for multiple PFAS compounds at varying levels. As proposed, EPA's standards would be stricter than any of those state regulations. AWWA appreciates EPA's progress on this rulemaking as states, water systems, and consumers have been waiting for a clear and consistent path forward to address PFAS.

AWWA will carefully review EPA's proposal over the next 60 days and provide comments informed by the latest research and water system experiences. While it is too soon to offer a detailed analysis of the rule, a few important points stand out.

Under the proposed rule, EPA would establish three new drinking water standards, including individual maximum contaminant levels (MCLs) for PFOA and PFOS and a third, grouped MCL for PFHxS, PFNA, PFBS, and GenX. The proposal requires drinking water systems to maintain water quality with PFAS levels below these MCLs, monitor regularly, and report violations and annual water quality to customers. To meet the proposed standards, more than an estimated 5,000 water systems will have to develop new water sources or install and operate advanced treatment; another 2,500 water systems in states with existing standards will need to adjust existing PFAS treatment systems.

Advanced drinking water treatment systems for PFAS will require communities to make significant investments. A recent study conducted by Black & Veatch on behalf of AWWA estimated the national cost for water systems to install treatment to remove PFOA and PFOS to levels required by EPA's proposal exceeds \$3.8 billion annually. The vast majority of these treatment costs will be borne by communities and ratepayers, who are also facing increased costs to address other needs, such as replacing lead service lines, upgrading cybersecurity,

replacing aging infrastructure and assuring sustainable water supplies. The 2021 Bipartisan Infrastructure Law provides increased federal water infrastructure investment, but the costs of meeting the proposed standards will far exceed the additional funding.

At the low levels set in the EPA proposed standards, protecting source water from PFAS contamination – especially at locations where it is released into the environment -- is critical. AWWA urges EPA, Congress and other decision-makers to implement policies that keep harmful PFAS out of our drinking water supplies and our communities.

AWWA looks forward to working collaboratively with EPA on a final PFAS standard that significantly advances public health protection.

# # #

*Established in 1881, the American Water Works Association is the largest nonprofit, scientific and educational association dedicated to managing and treating water, the world's most vital resource. With approximately 50,000 members, AWWA provides solutions to improve public health, protect the environment, strengthen the economy and enhance our quality of life.*



3h

PO Box 470 • 255 Sarazin Street  
Shakopee, Minnesota 55379  
Main 952.445-1988 • Fax 952.445-7767  
www.shakopeeutilities.com

**DATE:** March 23, 2023  
**TO:** Greg Drent, General Manager *GD*  
**FROM:** Kelley Willemssen, Director of Finance & Administration *KW*  
**SUBJECT:** 2022 Pay Equity Implementation Results

---

**Background:**

The 2022 Pay Equity Implementation report was filed with the State of Minnesota Management and Budget Office and Shakopee Public Utilities received notification of compliance on March 22, 2023. Attached is a copy of the official letter, the notice of compliance, and the results.

**No Requested Action – Informational**



---

March 22, 2023

Local Government Official  
Shakopee Public Utilities Commission  
PO Box 470  
255 Sarazin Street  
Shakopee, MN 55379

Dear Local Government Official:

Congratulations! I am very pleased to send you the attached notification of compliance with the Local Government Pay Equity Act. Since the law was passed in 1984, jurisdictions have worked diligently to meet compliance requirements and your work is to be commended.

Minnesota Rules Chapter 3920 specifies the procedure and criteria for measuring compliance and your jurisdiction's results are attached. You may find a copy of our "Guide to Understanding Pay Equity Compliance" and other resources on our Local Government Pay Equity webpage at: <https://mn.gov/mmb/employee-relations/compensation/laws/local-gov/local-gov-pay-equity/>.

This notice and results of the compliance review are public information and must be supplied upon request to any interested party.

If you have questions or need assistance, please contact Dominique Murray at (651) 259-3805, or by email: [pay.equity@state.mn.us](mailto:pay.equity@state.mn.us)

Again, congratulations on your achievement!

Sincerely,  
Dominique Murray  
Pay Equity Coordinator



# Notice of Pay Equity Compliance

*Presented to*

## Shakopee Public Utilities Commission

For successfully meeting the requirements of the Local Government Pay Equity Act M.S. 471.991 - 471.999 and Minnesota rules Chapter 3920. This notice is a result of an official review of your 2023 pay equity report by Minnesota Management & Budget.

Your cooperation in complying with the local government pay equity requirements is greatly appreciated.

March 22, 2023

Date

A handwritten signature in black ink, reading 'Jim Schowalter'.

Jim Schowalter, Commissioner

## Results of Tests for Pay Equity Compliance

Date: March 22, 2023

Jurisdiction: Shakopee Public Utilities Commission

ID#: 56

### 1. Completeness and Accuracy Test

- Passed. Required information was submitted accurately and on time.
- Passed by Exception. Request for Reconsideration approved.

### 2. Statistical Analysis Test

- Passed. Jurisdiction had more than three male classes and an underpayment ratio of 80% or more.
- Passed. Jurisdiction had at least six male classes, at least one class with a salary range, an underpayment ratio below 80% but a t-test that was not statistically significant.
- Passed by Exception. Request to Reconsideration approved

### 3. Salary Range Test

- Passed. Too few classes had an established number of years to move through a salary range.
- Passed. Salary range test showed a score of 80% or more.
- Passed by Exception. Request for Reconsideration approved.

### 4. Exceptional Service Pay Test

- Passed. Too few classes received exceptional service pay.
- Passed. Exceptional service pay test showed a score of 80% or more.
- Passed by Exception. Request for Reconsideration approved.

If you have questions or need assistance, please contact Dominique Murray at (651) 259-3805, or by email: [pay.equity@state.mn.us](mailto:pay.equity@state.mn.us)



PO Box 470 • 255 Sarazin Street  
Shakopee, Minnesota 55379  
Main 952.445-1988 • Fax 952.445-7767  
www.shakopeeutilities.com

**DATE:** March 30, 2023  
**TO:** Greg Drent, General Manager *gld*  
**FROM:** Kelley Willemsen, Director of Finance & Administration *kw*  
**SUBJECT:** Revised Resolution Delegating Payment Claims to General Manager

---

**Background:**

Resolution # 2023-03, delegating payment claims to the general manager was presented in the March 6, 2023, commission meeting. We decided to meet with legal in April for a second review of the resolution and policy to ensure compliance. It was determined during this meeting that the resolution needed to be revised and reference a different Minnesota Statute.

**Request**  
The commission is requested to approve the revised resolution.



**RESOLUTION #2023-08**

**RESOLUTION DELEGATING PAYMENT OF CLAIMS  
TO THE GENERAL MANAGER**

**WHEREAS**, in the ordinary course of business of providing electric and water utility services to its customers, claims for payment are made against Shakopee Public Utilities for goods and services provided to the utility;

**WHEREAS**, Shakopee Public Utilities seeks timely payment of bills;

**WHEREAS**, the Shakopee Public Utilities Commission (the “Commission”) is an independent commission of the City of Shakopee with the authority to discharge funds under its jurisdiction, including the power to purchase all fuel and supplies, wholesale power and energy, to adopt reasonable rules and regulations for utility service, and to do anything it deems necessary for its proper and efficient operation under Minnesota Statutes, Section 412.361;

**WHEREAS**, the Commission has adopted its Purchasing/Contracts Policy detailing the process for payment and entering contracts that includes authorizing payment by the General Manager; and

**WHEREAS**, the Commission has determined that it is in the interest of efficient and prudent operations to delegate authority to pay certain claims to the General Manager, subject to appropriate internal accounting and administrative controls.

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The General Manager is authorized pursuant to Minnesota Statutes, Sections 412.361 and 412.271 to pay claims made against Shakopee Public Utilities and to purchase equipment, materials, fuels, supplies, wholesale power and energy, and services necessary to ensure efficient operations, subject to:
  - a. Establishing and maintaining internal accounting and administrative control procedures to ensure proper disbursement of public funds and paying claims in compliance with these procedures;
  - b. Reviewing all claims before payment; and
  - c. Complying with the applicable budget or capital improvement plan approved by the Commission.

2. The General Manager's authority to pay claims does not extend to items that require a formal bid process pursuant to Minnesota Statutes until after completing the bid process and approval of a contract, or items outside of the budget or capital improvement plan approved by the Commission.

3. The General Manager shall submit to the Commission a list of all claims paid for informational purposes at the Commission's next regularly scheduled meeting after payment of the claim.

4. The Commission ratifies and confirms all actions taken pursuant to Resolution #2023-03. This resolution is effective upon approval and signature and supersedes and replaces Resolution #2023-03.

Passed in regular session of the Shakopee Public Utilities Commission, this 3<sup>rd</sup> day of April, 2023.

---

Commission President: Kathi Mocol

ATTEST:

---

Commission Secretary: Greg Drent



PO Box 470 • 255 Sarazin Street  
 Shakopee, Minnesota 55379  
 Main 952.445-1988 • Fax 952.445-7767  
 www.shakopeeutilities.com

March 30, 2023

TO: Greg Drent, General Manager *gld*

FROM: Sharon Walsh, Director of Marketing, Key Accounts and Special Projects *SNW*

SUBJECT: Backflow Prevention – Customer Reaction and Communications Update

---

### Overview

SPU adopted the Backflow and Cross Connection policy on March 21, 2022. This policy, in accordance with the MN State Plumbing, was designed to help keep our potable (drinking) water safe from contaminants that could possibly backflow into the distributed water system from a faulty pressure vacuum breaker (PVB) or reduced pressure zone (RPZ) backflow prevention assembly. By testing these devices upon installation, and every year thereafter, we are working jointly with our customers to reduce the risk of contamination from cross connection issues.

It was determined in 2022 that we would take a multi-step approach to implementing and enforcing this policy. In 2022 our focus was to announce the new policy, share the safety concerns and create awareness of the annual testing requirements. This was done through a mailing insert that accompanied our March 2022 billing statements. A QR code was included on this mailing that linked directly to a Backflow Prevention and Cross Contamination page on the SPU website. A slider on the website's homepage was also added at this time and remained throughout the irrigating season. In August 2022 a post on our Facebook page was also done, referencing the mailing that was sent in March 2022.

In early March 2023, SPU utilized The Compliance Engine to communicate with the SPU residential irrigation customers on file in their system. This letter was intended to be a reminder of the new policy and to provide these specific customers with sufficient lead time in which to plan for their annual testing. Within the letter was a Renewal/Anniversary Date of April 1, 2023 and a message that indicated testing must be completed 'within the month of your renewal date'. It was this date and message that created issues for customers. One, the given weather is not conducive to starting irrigation systems, and two, people were concerned about having enough time to complete the testing and avoid being out of compliance before they started their system and had it tested. This standard letter was sent by The Compliance Engine prior to SPU staff being able to modify the letter and was mailed absent the QR code directing customers to our website for more information. SPU received approximately 500 inquiries by both phone and email regarding the April date and other policy questions.





PO Box 470 • 255 Sarazin Street  
Shakopee, Minnesota 55379  
Main 952.445-1988 • Fax 952.445-7767  
www.shakopeeutilities.com

SPU has since generated a communications piece from Greg Drent addressing why this policy is important for the safety of our drinking water, why we have a responsibility as the water purveyor for Shakopee's water system, and to provide clarity around the expectations of annual testing.

This letter communicates testing is most beneficial at the start of the irrigating season, but we are allowing testing to be completed up to July 15<sup>th</sup> this year as we give customers time to adjust to the new policy.

It also provides an option for those customers who do not use their irrigation systems to have it locked out by SPU staff. This lockout would eliminate the need for any additional testing while inactivated. This letter will be mailed on Friday, March 31, 2023.

To further improve customer clarity and education regarding this policy, SPU staff has drafted new language for any future letters that will be generated from The Compliance Engine to SPU customers. The next letter from The Compliance Engine will be sent as a reminder in June to those customers who have not completed their testing to do so in July. Facebook postings and prominent website messaging will also be utilized as educational resources.

45 days following July, delinquent letters will be sent to those customers who have still not completed the testing. This letter is being sent to help drive compliance in 2023. Enforcement of compliancy will not be put into effect until 2024.

#### Action Requested

No action is requested of the Commission.





**RESOLUTION #2023-09**

**RESOLUTION APPROVING PAYMENT FOR THE PIPE OVERSIZING COSTS ON THE WATERMAIN PROJECT:**

**EMBLEM AT SHAKOPEE**

**WHEREAS**, the Shakopee Public Utilities Commission had previously approved of an estimated amount of \$183,808.00 with Resolution #2022-20 for oversizing on the above described watermain project, and

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

**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 these costs to install oversize pipe above the standard size.

**NOW THEREFORE, BE IT RESOLVED**, that the payment by the Shakopee Public Utilities Commission for the oversizing on this project is approved in the amount of \$232,682.12, 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 3rd day of April, 2023.

\_\_\_\_\_  
Commission President: Kathi Mocol


ATTEST:

\_\_\_\_\_  
Commission Secretary: Greg Drent



PO Box 470 • 255 Sarazin Street  
 Shakopee, Minnesota 55379  
 Main 952.445-1988 • Fax 952.445-7767  
 www.shakopeeutilities.com

TO: Greg Drent, General Manager

FROM: Joseph D. Adams, Planning & Engineering Director 

SUBJECT: Lateral Water Main Equivalent Connection Charges Update

DATE: March 31, 2023

#### ISSUE

Staff continues to research the past projects and wishes to report our findings to date.

#### BACKGROUND

The attached Resolution #815 *A Resolution Authorizing and Establishing a Fee for the Equivalent Lateral Watermain Portion of a Trunk Watermain Project* established a policy tool for the Utilities Commission to enable cost recovery under state statute Chapter 444 for the lateral water main equivalent costs on trunk water main projects when such a project was deemed in the public interests and the city was not able to use its assessment authority under state statute Chapter 429 without incurring substantial risk.

There have been multiple projects undertaken by the Utilities Commission to cooperate with other public bodies i.e., Shakopee Public Schools, Scott County and City of Shakopee and their construction projects where public water main extensions providing lateral water main benefits to private property were deemed by the Utilities Commission to be in the best interest of the community.

Unfortunately, notices to the affected property owners of their future requirements to enable their property to receive water service were not always uniform nor timely. And while staff initially believed none of the applicable resolutions were recorded on individual property records as intended, we have now verified that in fact many were as listed in the attached table.

Only recently has the Commission adopted by Resolution #2023-02 to determine the inflation index for the LWMECC fees, using the 10-year average US Treasury funds rate at the time fees were adopted. The Commission also directed staff not to add any past interest until property owners had been notified, which has occurred. Interest will not begin accruing until July 1, 2023.

#### DISCUSSION

There are two specific past projects under review currently, the CR 79 Water Main and the Jennifer Lane Water Main projects. There is a third past project that was completed which will

be reviewed also, but staff cannot complete that review until meeting with Scott County who was the lead for the CR 17 and Valley View Road Improvements Project to secure the final cost data.

There are two more recent projects still being completed, the Maras Street/Hansen Avenue/Stagecoach Road area and the West End project which both include water mains with lateral equivalency determinations needing to be finalized.

It is worth noting that the Utilities Commission in adopting Resolution #815 was exercising its authority under state statutes as the City Council did in several of the same projects. To illustrate for comparison Council actions vs. Commission actions using the Jennifer Lane Project as the example:

The Council funded the construction of a sanitary sewer in Jennifer Lane alongside the water main funded by SPU.

The Council adopted by ordinance an area charge called the Jennifer Lane lateral sanitary sewer connection charge and applied it to the properties the sewer project benefitted as the Commission did by adopting a resolution for the lateral equivalent water main connection charge.

The lateral sewer connection charge is not paid until property is platted or connected to the sewer line, which is that same as for when the lateral water main connection charge is due i.e., when service is begun. Copied from the city's fee schedule.

- Jennifer Lane Sanitary Sewer Lateral Connection Charge \$6,097.00/acre  
This charge applies to all properties and developments abutting Jennifer Lane and connecting to the Jennifer Lane Sanitary Sewer between Valley Creek Crossing 2nd Addition to Wood Duck Trail.  
The charge is to be collected at the time of connection to the public sanitary sewer or the recording of a final plat for a development utilizing the sanitary sewer, whichever is earlier.

The Council differs from the Commission in that they do not record on any of the property deeds the Council's ordinance establishing the lateral sanitary sewer fee and identifying the affected properties. The city publishes the lateral sanitary sewer fee in the city's annual list of fees though and SPU has not done that.

The Commission's legal counsel is reviewing the documents available from the city and Scott County for the past projects and staff is requesting any other documents that may be in possession of the property owner claiming the Commission's actions are invalid due to an agreement made with other parties.

## RECOMMENDATION

This is an informational item currently. No action is necessary.

RESOLUTION #815

A RESOLUTION AUTHORIZING AND ESTABLISHING A FEE  
FOR THE EQUIVALENT LATERAL WATER MAIN PORTION  
OF A TRUNK WATER MAIN PROJECT

WHEREAS, Minn. Stat. Chapter 444 gives the Shakopee Public Utilities Commission discretion in determining and calculating appropriate charges and fees to be collected for providing water service to its customers;

WHEREAS, Minn. Stat. § 444.075, subd. 3 states that fees and charges may be imposed to pay for the construction, reconstruction, repair, enlargement, maintenance, operation, and use of water service facilities; and

WHEREAS, Minn. Stat. § 444.075, subd. 3 states that charges imposed for providing water service must be just and equitable and must relate to the use of and the availability of water service facilities and for connections with them; and

WHEREAS, the Shakopee Public Utilities Commission has established a trunk water policy establishing a trunk water main area assessment charge for the construction of municipal trunk water mains that are (over)sized in excess of the lateral water mains required to serve nearby property; and

WHEREAS, the Shakopee Public Utilities Commission has established a lateral water main design criteria policy establishing requirements for minimum size and number of lateral water mains required to serve nearby property based on zoning, flow requirements and size of the area being served; and

WHEREAS, the cost of installing and constructing lateral water mains are oftentimes paid by developers or other parties requesting such service or through the Chapter 429 special assessment process; and

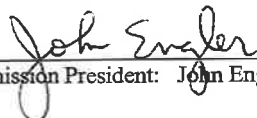
WHEREAS, the Shakopee Public Utilities Commission has concluded that in certain cases, the process established in Minn. Stat. Chapter 444 should be utilized to pay for the equivalent lateral water main construction costs associated with specific water main installations; and


WHEREAS, the Shakopee Public Utilities Commission desires to establish a policy to ensure that the fees for providing such lateral water main are just and equitable.

NOW, THEREFORE, BE IT RESOLVED by the Shakopee Public Utilities Commission as follows:

1. Pursuant to Minn. Stat. Chapter 444, there is hereby established a fee for the equivalent lateral water main portion of a trunk water main project.
2. The fee authorized by this Resolution shall be applicable in situations where the equivalent lateral water main portion of the trunk water main costs is not being paid by a developer or other person requesting the construction and installation of lateral water main for the purpose of receiving water service or in situations where the Commission concludes that collecting the costs through the Chapter 429 special assessment procedure project should not be utilized.
3. The lateral water main fee established by this Resolution shall be calculated at the time that the Commission approves the water main project based on the actual costs for constructing the water main, with consideration of the equivalent lateral water main portion of any oversized trunk water main. The fee shall be indexed on an annual basis and be calculated on an area basis based on the amount of property that will ultimately be served by the lateral water main. The fee shall be paid at the time of connection to the water system, and is in addition to any and all other applicable standard requirements to receive water service.

Passed in regular session of the Shakopee Public Utilities Commission, this 1<sup>st</sup> day of August, 2005.

  
Commission President: John Engler

ATTEST:  
  
Commission Secretary: Kent Archerd

## RESOLUTION #2023-02

A RESOLUTION CLARIFYING THE PROVISIONS OF  
RESOLUTION #815 A RESOLUTION  
AUTHORIZING AND ESTABLISHING A FEE  
FOR THE EQUIVALENT LATERAL WATER MAIN PORTION  
OF A TRUNK WATER MAIN PROJECT

WHEREAS, the Shakopee Public Utilities Commission adopted Resolution #815 on the 1<sup>st</sup> of August 2005, and;

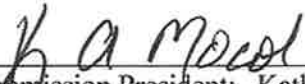
WHEREAS, Resolution #815 established a policy to ensure that the fees for providing lateral water main installations are just and equitable, and;

WHEREAS, Resolution #815 resolved amongst other requirements “the (Lateral Water Main) fee shall be indexed on an annual basis” but did not specify what index to use.

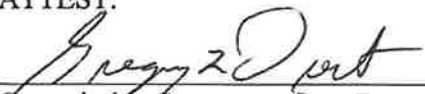
NOW, THEREFORE, BE IT RESOLVED by the Shakopee Public Utilities Commission as follows:

1. Pursuant to Minn. Stat. Chapter 444, there is hereby established a fee for the equivalent lateral water main portion of a trunk water main project.
2. The fee authorized by this Resolution shall be applicable in situations where the equivalent lateral water main portion of the trunk water main costs is not being paid by a developer or other person requesting the construction and installation of lateral water main for the purpose of receiving water service or in situations where the Commission concludes that collecting the costs through the Chapter 429 special assessment procedure project should not be utilized.
3. The lateral water main fee established by this Resolution shall be calculated at the time that the Commission approves the water main project based on the actual costs for constructing the water main, with consideration of the equivalent lateral water main portion of any oversized trunk water main. The fee shall be indexed on an annual basis using the US Department of Treasury Daily Long-Term Rate – LT COMPOSITE (>10yrs.) and be calculated on an area basis based on the amount of property that will ultimately be served by the lateral water main. The fee shall be paid at the time of connection to the water system and is in addition to any and all other applicable standard requirements to receive water service.
4. The lateral water main fees established by all resolutions pre-dating this resolution shall be indexed beginning July 1, 2023 forward, providing a one-time opportunity to property owners for their original established fee to be paid without adjustment provided it is paid in full prior to July 1, 2023. After July 1, 2023 all lateral water main fees shall be adjusted using the index identified above from the time of adoption until the fees are fully paid.

Passed in regular session of the Shakopee Public Utilities Commission, this 3<sup>rd</sup> day of January, 2023.

  
\_\_\_\_\_  
Commission President: Kathi Mocol

ATTEST:

  
\_\_\_\_\_  
Commission Secretary: Greg Drent

Date/Resolution	Year	PID	ADDRESS	Owner at time Resolution	Current Owner (time of Letter)	Acreage	LATERAL WATER MAIN ACTUAL	Interest Rate	LATERAL WATER MAIN	Applicable Resolutions
							RESOLUTION #		Equivalent ACTUAL AMOUNT	
3/19/2018	2018	271350011	2400 Jennifer Ln	Michael Bawek	Michael Bawek	1.40	1190	3.02%	\$12,341.94	1094, 1098 and 1190
3/19/2018	2018	271350021	2405 Jennifer Ln	David Meyers	David Meyers	1.77	1190	3.02%	\$15,603.74	1094, 1098 and 1190
3/19/2018	2018	279190153	1399 Meadow Ln S	Dennis Purcell	Dennis Purcell	3.77	1190	3.02%	\$33,235.08	1094, 1098 and 1190
3/19/2018	2018	270610100	1233 Wood Duck Trl	Minich	Kelly Willi	1.16	1190	3.02%	\$10,226.18	1094, 1098 and 1190
3/19/2018	2018	270610090	1253 Wood Duck Trl	Kenneth Ludzack	Kenneth Ludzack	0.81	1190	3.02%	\$7,140.69	1094, 1098 and 1190
3/19/2018	2018	270610080	1273 Wood Duck Trl	Chad Hackman	Chad Hackman	0.69	1190	3.02%	\$6,082.81	1094, 1098 and 1190
8/7/2006	2006	271520010	401 Hillwood Dr	Andrew Chmiel	Andrew Chmiel	2.53	851	5.07%	\$5,490.35	851 and 816
8/7/2006	2006	271520020	449 Hillwood Dr	Gary Pauly	Gary Pauly	2.56	851	5.07%	\$5,555.46	851 and 816
8/7/2006	2006	271520030	503 Hillwood Dr	Derek Boegeman	Derek Boegeman	2.44	851	5.07%	\$5,295.04	851 and 816
8/7/2006	2006	271520040	547 Hillwood Dr	Aduraine Kubista & Dana Miller	Aduraine Kubista & Dana Miller	2.47	851	5.07%	\$5,360.15	851 and 816
8/7/2006	2006	271520050	601 Hillwood Dr	Robert Jeurissen	Robert Jeurissen	2.60	851	5.07%	\$5,642.26	851 and 816
8/7/2006	2006	271520060	645 Hillwood Dr	Sean Giesen	Sean Giesen	2.45	851	5.07%	\$5,316.75	851 and 816
8/7/2006	2006	271520070	648 Hillwood Dr	Robert Stark	Robert Stark	2.50	851	5.07%	\$5,425.25	851 and 816
8/7/2006	2006	271520080	504 Hillwood Dr	Tom Wermerskirchen	Tom Wermerskirchen	2.51	851	5.07%	\$5,446.95	851 and 816
8/7/2006	2006	271520090	448 Hillwood Dr	Brian Mandt	Brian Mandt	2.52	851	5.07%	\$5,468.65	851 and 816
8/7/2006	2006	271520100	404 Hillwood Dr	Thomas Weierke	Thomas Weierke	2.53	851	5.07%	\$5,490.35	851 and 816

**\$ 139,121.65**



PO Box 470 • 255 Sarazin Street  
 Shakopee, Minnesota 55379  
 Main 952.445-1988 • Fax 952.445-7767  
 www.shakopeeutilities.com

**DATE:** March 30, 2023  
**TO:** Greg Drent, General Manager *gld*  
**FROM:** Kelley Willemssen, Director of Finance & Administration *kw*  
**SUBJECT:** February 2023 Financials Reports

---

As part of the February 28, 2023, financial reports, we continued the practice of providing a component of analytical review. For the Water and Electric Operating Revenue and Expense budget to actual you will see comments at the bottom of each page. In addition to the analytical review, there are a few important points to note.

- The budget is projected on an annual basis rather than a monthly basis so the information in the February 2023 financial reports equates to 17% of the annual budget.
- The 2022 audit work was completed, and the exit meeting with Clifton Larsen Allen (CLA) took place on March 17<sup>th</sup>.
- Clifton Larson Allen (CLA) will present the 2022 Audited Financials at the May 1st commission meeting.

Included in this report are the following statements:

- Combined Statement of Revenues, Expenses and Changes in Fund Net Position without unrealized loss/gain totals
- Combined Statement of Revenues, Expenses and Changes in Fund Net Position with unrealized loss/gain totals
- Electric Operating Revenue and Expense – Budget to Actual (with analytics)
- Water Operating Revenue and Expense– Budget to Actual (with analytics)

#### Request

The Commission is requested to accept the Financial Reports for the period ending 02/28/2023.



**SHAKOPEE PUBLIC UTILITIES**  
**COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION**

	Year to Date Actual - February 28, 2023			Year to Date Budget - February 28, 2023			Electric		Water		Total Utility	
	Electric	Water	Total Utility	Electric	Water	Total Utility	YTD Actual v. Budget B/(W) \$	%	YTD Actual v. Budget B/(W) \$	%	YTD Actual v. Budget B/(W) \$	%
<b>OPERATING REVENUES</b>	\$ 9,515,744	744,800	10,260,544	10,058,484	1,092,932	11,151,416	(542,740)	-5.4%	(348,132)	-31.9%	(890,872)	-8.0%
<b>OPERATING EXPENSES</b>												
Operation, Customer and Administrative	7,208,084	631,717	7,839,801	8,616,161	740,185	9,356,346	1,408,077	16.3%	108,467	14.7%	1,516,545	16.2%
Depreciation	460,237	319,631	779,868	524,322	321,599	845,921	64,086	12.2%	1,967	0.6%	66,053	7.8%
Total Operating Expenses	7,668,320	951,349	8,619,669	9,140,483	1,061,784	10,202,267	1,472,163	16.1%	110,435	10.4%	1,582,598	15.5%
Operating Income	1,847,423	(206,549)	1,640,875	918,000	31,148	949,149	929,423	101.2%	(237,697)	763.1%	691,726	72.9%
<b>NON-OPERATING REVENUE (EXPENSE)</b>												
Rental and Miscellaneous	(7,977)	70,494	62,517	52,420	38,272	90,692	(60,397)	-115.2%	32,222	84.2%	(28,175)	-31.1%
Interdepartment Rent from Water	15,000	-	15,000	15,000	-	15,000	-	0.0%	-	-	-	0.0%
Investment Income	-	-	-	-	-	-	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!
Interest Expense	(563)	(384)	(946)	(1,066)	(20)	(1,085)	503	47.2%	(364)	-1850.9%	139	12.8%
Total Non-Operating Revenue (Expense)	6,460	70,110	76,571	66,355	38,252	104,607	(59,894)	-90.3%	31,858	83.3%	(28,036)	-26.8%
Income Before Contributions and Transfers	1,853,884	(136,438)	1,717,445	984,355	69,401	1,053,756	869,529	88.3%	(205,839)	-296.6%	663,690	63.0%
<b>CAPITAL CONTRIBUTIONS</b>	(175,931)	242,016	66,085	73,306	389,941	463,247	(249,237)	340.0%	(147,925)	-37.9%	(397,162)	-85.7%
<b>MUNICIPAL CONTRIBUTION</b>	(570,000)	(66,000)	(636,000)	(569,196)	(65,576)	(634,772)	(804)	-0.1%	(424)	-0.6%	(1,228)	-0.2%
<b>CHANGE IN NET POSITION</b>	\$ 1,107,953	39,578	1,147,530	488,465	393,766	882,231	619,488	126.8%	(354,188)	-89.9%	265,299	30.1%

**SHAKOPEE PUBLIC UTILITIES**  
**COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION**

	Year to Date Actual - February 28, 2023			Year to Date Budget - February 28, 2023			Electric		Water		Total Utility	
	Electric	Water	Total Utility	Electric	Water	Total Utility	YTD Actual v. Budget B/(W) \$	%	YTD Actual v. Budget B/(W) \$	%	YTD Actual v. Budget B/(W) \$	%
<b>OPERATING REVENUES</b>	\$ 9,515,744	744,800	10,260,544	10,058,484	1,092,932	11,151,416	(542,740)	-5.4%	(348,132)	-31.9%	(890,872)	-8.0%
<b>OPERATING EXPENSES</b>												
Operation, Customer and Administrative	7,208,084	631,717	7,839,801	8,616,161	740,185	9,356,346	1,408,077	16.3%	108,467	14.7%	1,516,545	16.2%
Depreciation	460,237	319,631	779,868	524,322	321,599	845,921	64,086	12.2%	1,967	0.6%	66,053	7.8%
Total Operating Expenses	7,668,320	951,349	8,619,669	9,140,483	1,061,784	10,202,267	1,472,163	16.1%	110,435	10.4%	1,582,598	15.5%
Operating Income	1,847,423	(206,549)	1,640,875	918,000	31,148	949,149	929,423	101.2%	(237,697)	763.1%	691,726	72.9%
<b>NON-OPERATING REVENUE (EXPENSE)</b>												
Rental and Miscellaneous	(7,977)	70,494	62,517	52,420	38,272	90,692	(60,397)	-115.2%	32,222	84.2%	(28,175)	-31.1%
Interdepartment Rent from Water	15,000	-	15,000	15,000	-	15,000	-	0.0%	-	-	-	0.0%
Investment Income	150,768	111,197	261,965	(134,000)	(48,861)	(182,861)	284,768	-212.5%	160,058	-327.6%	444,826	-243.3%
Interest Expense	(563)	(384)	(946)	(1,066)	(20)	(1,085)	503	47.2%	(364)	-1850.9%	139	12.8%
Total Non-Operating Revenue (Expense)	157,228	181,308	338,536	(67,645)	(10,609)	(78,254)	224,874	-332.4%	191,916	-1809.0%	416,790	-532.6%
Income Before Contributions and Transfers	2,004,652	(25,241)	1,979,411	850,355	20,540	870,895	1,154,296	135.7%	(45,781)	-222.9%	1,108,516	127.3%
<b>CAPITAL CONTRIBUTIONS</b>	(175,931)	242,016	66,085	73,306	389,941	463,247	(249,237)	340.0%	(147,925)	-37.9%	(397,162)	-85.7%
<b>MUNICIPAL CONTRIBUTION</b>	(570,000)	(66,000)	(636,000)	(569,196)	(65,576)	(634,772)	(804)	-0.1%	(424)	-0.6%	(1,228)	-0.2%
<b>CHANGE IN NET POSITION</b>	\$ 1,258,720	150,775	1,409,495	354,465	344,905	699,370	904,255	255.1%	(194,130)	-56.3%	710,125	101.5%

**SHAKOPEE PUBLIC UTILITIES  
ELECTRIC OPERATING REVENUE AND EXPENSE**

	YTD Actual 02/28/2023	YTD Budget 02/28/2023	YTD Actual v. Budget Increase (decrease)	
			\$	%
<b>OPERATING REVENUES</b>				
Sales of Electricity				
Residential	\$ 3,436,212	3,676,749	(240,536)	93.5
Commercial and Industrial	5,853,911	6,172,017	(318,106)	94.8
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	<u>9,290,124</u>	<u>9,848,766</u>	<u>(558,642)</u>	<u>94.3</u>
Forfeited Discounts	62,178	45,864	16,314	135.6 (1)
Free service to the City of Shakopee	23,017	19,620	3,398	117.3
Conservation program	140,424	144,234	(3,810)	97.4
Total Operating Revenues	<u>9,515,744</u>	<u>10,058,484</u>	<u>(542,740)</u>	<u>94.6</u>
<b>OPERATING EXPENSES</b>				
Operations and Maintenance				
Purchased power	5,734,080	7,153,798	(1,419,719)	80.2
Distribution operation expenses	103,488	108,320	(4,832)	95.5
Distribution system maintenance	174,223	144,394	29,829	120.7 (2)
Maintenance of general plant	77,861	74,714	3,146	104.2
Total Operation and Maintenance	<u>6,089,652</u>	<u>7,481,227</u>	<u>(1,391,575)</u>	<u>81.4</u>
Customer Accounts				
Meter Reading	25,782	28,468	(2,686)	90.6
Customer records and collection	136,932	108,803	28,129	125.9 (3)
Energy conservation	116,822	148,928	(32,105)	78.4 (4)
Total Customer Accounts	<u>279,536</u>	<u>286,199</u>	<u>(6,662)</u>	<u>97.7</u>
Administrative and General				
Administrative and general salaries	136,941	174,371	(37,431)	78.5 (5)
Office supplies and expense	91,223	88,750	2,473	102.8
Outside services employed	48,978	48,714	265	100.5
Insurance	22,556	22,556	-	100.0
Employee Benefits	446,501	429,999	16,502	103.8
Miscellaneous general	92,696	84,346	8,351	109.9
Total Administrative and General	<u>838,895</u>	<u>848,736</u>	<u>(9,840)</u>	<u>98.8</u>
Total Operation, Customer, & Admin Expenses	<u>7,208,084</u>	<u>8,616,161</u>	<u>(1,408,077)</u>	<u>83.7</u>
Depreciation	460,237	524,322	64,086	87.8
Total Operating Expenses	<u>\$ 7,668,320</u>	<u>9,140,483</u>	<u>(1,472,163)</u>	<u>83.9</u>
Operating Income	<u>\$ 1,847,423</u>	<u>918,000</u>	<u>929,423</u>	<u>201.2</u>

Item    Explanation of Items Percentage Received/Expended Less than 80% or Greater than 120% and \$ Variance Greater than \$15,000.

- (1) Variance due to more penalty fees being collected in January than budgeted
- (2) Variance due to staff working on maintenance of a main feeder that failed, upgrades, and tree trimming while construction projects were slow
- (3) Variance due to NISC Software Print Services going live in February - postage prepaid on account which increased upfront expenses
- (4) Variance due to less conservation expenses than budgeted through February, should stabilize throughout the year
- (5) Variance due to provisions to 2023 budget including a full-time position currently unfilled

**SHAKOPEE PUBLIC UTILITIES  
WATER OPERATING REVENUE AND EXPENSE**

	YTD Actual 02/28/2023	YTD Budget 02/28/2023	YTD Actual v. Budget Increase (decrease)	
			\$	%
<b>OPERATING REVENUES</b>				
Sales of Water	\$ 741,233	1,087,014	(345,781)	68.2
Forfeited Discounts	3,567	5,918	(2,351)	60.3
Total Operating Revenues	<u>744,800</u>	<u>1,092,932</u>	<u>(348,132)</u>	<u>68.1</u>
<b>OPERATING EXPENSES</b>				
Operations and Maintenance				
Pumping and distribution operation	99,116	103,694	(4,578)	95.6
Pumping and distribution maintenance	57,707	107,578	(49,871)	53.6 (1)
Power for pumping	69,485	70,520	(1,035)	98.5
Maintenance of general plant	14,224	10,744	3,480	132.4
Total Operation and Maintenance	<u>240,531</u>	<u>292,536</u>	<u>(52,005)</u>	<u>82.2</u>
Customer Accounts				
Meter Reading	14,817	11,775	3,041	125.8
Customer records and collection	44,894	36,082	8,812	124.4
Energy conservation	380		380	#DIV/0!
Total Customer Accounts	<u>60,090</u>	<u>47,857</u>	<u>12,233</u>	<u>125.6</u>
Administrative and General				
Administrative and general salaries	80,512	105,494	(24,982)	76.3 (2)
Office supplies and expense	24,848	28,090	(3,242)	88.5
Outside services employed	9,936	42,308	(32,372)	23.5 (3)
Insurance	9,285	7,519	1,767	123.5
Employee Benefits	185,654	176,233	9,421	105.3
Miscellaneous general	20,860	40,147	(19,287)	52.0 (4)
Total Administrative and General	<u>331,096</u>	<u>399,792</u>	<u>(68,696)</u>	<u>82.8</u>
Total Operation, Customer, & Admin Expenses	<u>631,717</u>	<u>740,185</u>	<u>(108,467)</u>	<u>85.3</u>
Depreciation	319,631	321,598.6	(1,967)	99.4
Total Operating Expenses	<u>\$ 951,349</u>	<u>1,061,784</u>	<u>(110,435)</u>	<u>89.6</u>
Operating Income	<u>\$ (206,549)</u>	<u>31,148</u>	<u>(237,697)</u>	<u>(663.1)</u>

Item Explanation of Items Percentage Received/Expended Less than 80% or Greater than 120% and \$ Variance Greater than \$15,000.

- (1) Variance due to less pumping maintenance expenses than budgeted through February
- (2) Variance due to provisions to 2023 budget including a full-time position currently unfilled
- (3) Variance due to less outside services expenses than budgeted through February
- (4) Variance due to less training and miscellaneous expenses budgeted through February



PO Box 470 • 255 Sarazin Street  
Shakopee, Minnesota 55379  
Main 952.445-1988 • Fax 952.445-7767  
www.shakopeeutilities.com

DATE: March 30, 2023  
TO: Commissioners  
FROM: Greg Drent, General Manager *gld*  
Subject: AMI bid package quantity change

---

**Background:**

The Advanced Metering Infrastructure (AMI) project started in 2021 and has been a several-year process. AMI bids were opened on June 20, 2022. The contract was recently awarded to Border States Electric using Itron Gen 5 Riva meters.

SPU staff is working on the project with BSE and so that purchase orders for meters, infrastructure, and materials could be ordered. When reviewing the meter counts with SPU staff, going out in the field, and getting more accurate counts, it was discovered that we will be short meters in late 2024 or 2025. The original quantities were totaled in 2021 and put in the bid document. There was a change in quantities from when the project started two years ago as SPU is blessed with never ending development. When we first started inquiring about AMI, most vendors were 12 to 16 weeks delivery time. Since COVID, the lead time on all materials, including meters, has increased to 40 or more weeks. The long lead time makes planning and ensuring that SPU has enough meters on hand to complete the project on time has been challenging.

Because of the long lead time and being able to lock prices in for future years, we need to move forward with ordering the meters now. SPU's purchasing policy states that if there is a change in a contract price of more than \$150,000 or more than 15 percent of the contract price, the change needs commission approval. We are requesting approval to move forward with ordering additional meters. By placing the order for these additional meters now we are able to hold 2023 pricing even though the meters will not be delivered or paid for until 2024-2025.

Electric and water meter counts need to increase, along with the installation of these meters. We are requesting an additional amount of \$584,043.00 in electric meters and \$545,825.99 in water meters. These changes will be reflected in the CIP budget.

Individual meter pricing has not changed for these additions. Only quantities have increased from the original sealed bid.

**Action:**

Approve an additional \$1,129,868.99 for additional electric and water meters to complete the AMI project.



PO Box 470 • 255 Sarazin Street  
Shakopee, Minnesota 55379  
Main 952.445-1988 • Fax 952.445-7767  
www.shakopeeutilities.com

DATE: March 29, 2023  
TO: Commissioners  
FROM: Greg Drent, General Manager *GD*  
Subject: July 3<sup>rd</sup> meeting

---

The July SPU Commission meeting is scheduled for Monday, July 3<sup>rd</sup>, at 5:00 pm. The next day is a holiday, and we have some SPU staff on vacation. We have a couple of options that can be considered.

**Option 1:** Have the meeting as scheduled, and some staff members will be absent.

**Option 2:** Reschedule the July 3<sup>rd</sup> SPU Commission meeting to July 10<sup>th</sup>. It would be posted as a special meeting as this is the process for changing a meeting.

**Recommendation:** Give staff direction on when to have the July commission meeting.