

MINUTES OF THE  
SHAKOPEE PUBLIC UTILITIES COMMISSION  
April 3, 2023  
Regular Meeting

1. Call to Order. President Mocol called the April 3, 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. Election of Officers. Greg Drent, General Manager, opened the nominations for the offices of President, Vice President, and Secretary, each for a one-year term. President Mocol nominated Commissioner Krieg as President, Commissioner Letourneau as Vice President, and Mr. Drent as Secretary. No other nominations were presented. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None. Mr. Drent noted that the Governance Handbook states that the General Manager will be the MMPA Representative and the President as the Alternate Representative. Commissioner Krieg agreed to serve as the Alternate Representative.
3. Consent Agenda. Commissioner Krieg asked that item (3g) be pulled for discussion. Commissioner Fox moved approval of the consent agenda: (3a) March 6, 2023 Minutes; (3b) April 3, 2023 agenda; (3c) April 3, 2023 warrant list; (3d) Monthly Water Dashboard for February 2023; (3e) Nitrate Results - Advisory; (3f) 2023 Water Conservation Report; (3h) 2022 Pay Equity Implementation Results; (3i) Revised Resolution Delegating Payment Claims to General Manager; (3j) Backflow Prevention – Customer Reaction and Communications Update. Commissioner Letourneau seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None. Motion carried. On item (3g), PFOS/PFOA Mitigation in the Distribution System, Lon Schemel, Water Superintendent, explained the EPA's updating of hazardous substances and SPU's testing process. Commissioner Krieg moved approval of item (3g); Commissioner Fox seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None.
4. Liaison Report. Commissioner DuLaney noted three items: (1) good follow up information on backflow prevention; (2) questions on remote monitoring; and (3) data privacy policies.
5. Public Comment Period. Mike Lavoie asked about meeting renewable energy requirements by 2040. Mr. Drent explained that MMPA must meet the renewable energy mandates on behalf of its members.
6. Water Report. Mr. Schemel reported that the DNR has accepted the test well at the Windermere Booster Station as SPU's second observation well for water levels. He also congratulated SPU staff Jacki Hanson and Mike Menden on becoming certified backflow testers.

7. Res #2023-09 Resolution Approving Payment for the Pipe Oversizing Cost on the Watermain Project: Emblem at Shakopee. Joseph Adams, Planning and Engineering Director, explained that project costs are higher due to the number of fittings and an additional valve. Commissioner Fox noted that it would be helpful to consider fund balances for this type of approval. Commissioner Fox moved approval of #2023-09 Resolution Approving Payment for the Pipe Oversizing Cost on the Watermain Project: Emblem at Shakopee. Commissioner Krieg seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None.
  
8. Lateral Water Main Update. Mr. Adams noted that SPU staff continues to gather information. He explained that the City of Shakopee established a similar sewer connection charge to be paid when a customer connects to municipal sewer; the City publishes a fee schedule that includes these fees. Mr. Adams noted that the City uses the Construction Cost Index, which can increase higher than general inflation. He noted that the SPU index is meant to focus on the time value of money from the project cost to hook up. Mr. Drent noted that more information and discussion is expected at the May meeting, with staff recommendations and inviting the affected customers to attend the June meeting.
  
9. Electric Report. Jamie Vonbank, Electric Supervisor, reported four outages since the last Commission meeting: (1) SPU staff saw the top of a pole burning while tree trimming and de-energized the line; the outage lasted 17 minutes; (2) planned outage on West End to remove two phases, affecting eleven customers; (3) on March 29, an electrical failure affected thirteen customers; (4) heavy snow at Boiling Springs affected three customers. He also discussed electric projects, including continued tree trimming and inspections of facilities; First Article Test (FAT) on meter counts have been completed; the first set of replacement collector streetlight was received and crews are preparing to replace; and performing additional preventive maintenance on overhead lines. Mr. Vonbank also noted that SPU line workers attended the APPA Line Worker Rodeo in Kansas City; results are not yet available.
  
10. Marketing/Key Accounts Report. Sharon Walsh, Director of Key Accounts/Marketing/Special Project, noted that SPU staff meet with a large customer to provide data analysis of a solar system. For communications, she noted that upfront NISC communications were helpful in minimizing customer complaints and she provided an update on communications as to backflow prevention. Ms. Walsh explained that the AMI project includes metering and learning all the available features, planning for future needs, and integrating NISC into the system.
  
11. February 2023 Financials. Kelley Willemsen, Director of Finance and Administration, reported that the 2022 audit is completed and will be presented at the next meeting. She then presented the February 2023 financial report.

12. General Manager Report. Mr. Drent reported that SPU has hired an IT Director who starts on April 12<sup>th</sup>. He noted that design work continues for Tank 9. Mr. Drent reported that SPU participated in a federal grant application, in an applicant pool that combined municipal and cooperative utilities, for electric switches. He also noted that because last month bills were late due to a NISC issue, SPU did not proceed with late charges; NISC provided \$15,000 to SPU to address the delay.

13. AMI Bid Quantity Change. Mr. Drent explained that since the AMI RFP was prepared in 2021, the number of water and electric meters has increased. He noted that this increase, combined with long lead times, led him to recommend ordering additional AMI meters. Commissioner Fox moved to authorize \$1,129,868.99 for additional AMI electric and water meters as presented. Commissioner DuLaney seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None.

14. July 3<sup>rd</sup> Commission Meeting. Mr. Drent noted that the Commission's regular meeting is July 3<sup>rd</sup> and some staff will not be available. The consensus of the Commission was to move the meeting to July 10<sup>th</sup>.

15. NES WTP Site Search Update. Commissioner Letourneau 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 moved that President Elect Krieg be authorized to provide offers to the seller. Commissioner Fox seconded the motion. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None.

16. Adjourn. Motion by Commissioner Letourneau, seconded by Commissioner Fox, to adjourn to the May 1, 2023 meeting. Ayes: Mocol, Krieg, DuLaney, Fox, and Letourneau. Nays: None.

  
Greg Drent, Commission Secretary