

MINUTES OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
July 1, 2024
Regular Meeting

1. Call to Order. President Krieg called the July 1, 2024 meeting of the Shakopee Public Utilities Commission to order at 5:00 P.M. President Krieg, Vice President Letourneau, Commissioner DuLaney, Commissioner Fox, and Commissioner Mocol were present.
2. Consent Agenda. Items 3e and 3i were pulled for further discussion. Commissioner Mocol moved approval of the remaining consent agenda items:
 - (a) Approval of June 3, 2024 minutes;
 - (b) Approval of June 18, 2024 Joint Meeting Minutes;
 - (c) July 1, 2024 Agenda
 - (d) July 1, 2024 Warrant List;
 - (f) Monthly Water Dashboard for April 2024;
 - (g) 2024 Flushing Program Progress Map;
 - (h) Nitrate Results;
 - (j) Primary Drinking Water Regulations/Underground Contaminant Monitoring Rules;
 - (k) Water Tower Space Lease Agreement for Emergency Radio Response System; and
 - (l) Res #2024-24 Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection, and Authorizing Water Service to Certain Property Described as: Maras Street 1st Addition.

Commissioner Fox seconded the motion. Ayes: Krieg, Letourneau, DuLaney, Fox, and Mocol. Nays: None.

As to item (3e), PFAS Class Action Settlement Update, President Krieg asked about the fees outlined in the class action counsel agreement. Commissioner Fox moved approval of filing claims for SPU as to the PFAS class action settlements and the counsel Retainer Agreement if needed to submit these claims. Commissioner Mocol seconded the motion. Ayes: Krieg, Letourneau, DuLaney, Fox, and Mocol. Nays: None.

As to item (3i), 2023 Consumer Confidence Report, President Krieg requested that SPU provide additional explanatory information to customers regarding this report due to its technical content. Commissioner Mocol moved approval of the 2023 Consumer Confidence Report and directed staff to summarize the report and include on SPU's website. Vice President Letourneau seconded the motion. Ayes: Krieg, Letourneau, DuLaney, Fox, and Mocol. Nays: None.

3. Public Comment Period. No public comments were offered.
4. Liaison Report. Commissioner DuLaney thanked staff for the Year End Review that was presented at joint Commission/City Council meeting. He noted that Representative Tabke received a customer question about SPU's backflow prevention policy, and Commissioner DuLaney explained the state requirements.

5. Water Report. Dave Hagen, Water Distribution Supervisor, reported that the hydrant flushing was put on hold due to flooding. He noted that hydrant painting will start this month, with plans to paint 200 hydrants. Mr. Hagen noted that Well #16 was pulled and videoed, with very little settlement, and that it is expected be back in service by August. Mr. Hagen gave an update on Pumphouse #23, backflow prevention testing, water service lines, Tower #9, and key projects. He referenced the Primary Drinking Water Regulations/Underground Contaminant Monitoring in the packet and noted that SPU is currently testing for approximately 200 contaminants.

6. Riverview Generator Bids Award Recommendation. Mr. Hagen reported that on June 20, Barr Engineering opened bids for this generator re-bid. He noted that the apparent responsible low bidder was Medina Electric at \$259,464 – an amount below the approved CIP budget. The Commissioners noted the significantly lower bid responses as compared to the first set of bids. Vice President Letourneau moved to award the Riverview Generator contract to Medina Electric in the amount of \$259,464. Commissioner DuLaney seconded the motion. Ayes: Krieg, Letourneau, DuLaney, Fox, and Mocol. Nays: None.

7. Electric Report. Brad Carlson, Electric Superintendent, reported five outages since the last Commission meeting, mostly caused by uprooted trees due to excess water, and one animal related. Mr. Carlson also provided an update on projects, including energizing Highview Park; Co Rd 78 and Brickyard Road; and 101 relocation of overhead. He also noted that SPU has received another 300 replacement streetlights and that SPU averted flooding at the Shakopee Substation. Mr. Carlson reported that the Bonnevista Terrace manufactured home park has applied for a grant to redo electric infrastructure and streetlighting; if approved, the facilities will be moved underground.

8. Revisions to easement regarding 9427 Boiling Springs Lane. Joseph Adams, Planning and Engineering Director, described the background regarding the proposed easement encroachment agreement, in which CenterPoint Energy would be permitted to use a portion of SPU's recorded easement for CenterPoint's underground gas line providing service to a neighboring property. He explained that the document has not yet been provided to CenterPoint Energy, and that staff will bring back the final document for approval. Commissioner Mocol moved to approve the Easement Encroachment Agreement as presented; Commissioner Fox seconded the motion. Ayes: Krieg, Letourneau, DuLaney, Fox, and Mocol. Nays: None.

9. Marketing/Key Accounts Report. Sharon Walsh, Director of Key Accounts/Marketing/Special Projects, reported that SPU has installed approximately 4,300 automated meter infrastructure (AMI) electric meters and 2,000 AMI water meters. Ms. Walsh also noted that SPU is sponsoring the Rhythm on the Rails event on July 31, and shared the customer information to be provided.

10. Smart Hub - Paperless & Electronic Payment Incentives. Kelley Willemsen, Administration and Finance Director, presented information as to potential incentives to customers with going paperless and ACH payments, and staff recommendations. After discussion, Commissioner Mocol moved to direct staff to consider budget impacts of potential incentives for 2025 as part of the rate study process. Vice President Letourneau seconded the motion. Ayes: Krieg, Letourneau, DuLaney, Fox, and Mocol. Nays: None.

11. May 31, 2024 Financial Report. Ms. Willemsen presented the financial reports as of May 31, 2024. Vice President Letourneau moved to accept the financial report ending May 31, 2024. Commissioner Fox seconded the motion. Ayes: Krieg, Letourneau, DuLaney, Fox, and Mocol. Nays: None.

12. Guidance for Commissioners on Direct Communication with Employees. Greg Drent, General Manager, presented the proposed guidance on Commissioner communication with employees, which Debra Englund, HRExpertiseBP, helped prepare. The Commission requested additional information to consider.

13. General Manager Report. Mr. Drent provided an update of recent projects, including the Commission's Joint Meeting with the City, Xcel's upgrades at the Blue Lake Substation and the potential impact on the East Shakopee Substation, an upcoming inspection of well casing near the gravel pit development, and the transmission and renewable energy queue at MISO. He reported that at the APPA National Conference that he attended, a key topic was the significant electric usage for AI projects. Mr. Drent asked for up to two Commissioners to volunteer to assist with an informal working group to consider staffing issues resulting from a meter reader retirement and the AMI project; Commissioner Mocol and President Krieg volunteered. Mr. Drent also noted that Shakopee is being considered as a finalist as a location for a potential large use customer.

14. Future Agenda Items. Commission Fox requested further information on microplastics in the water.

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


Greg Drent, Commission Secretary