

MINUTES OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
December 1, 2025
Regular Meeting

1. Call to Order. President Letourneau called the December 1, 2025 meeting of the Shakopee Public Utilities Commission to order at 5:00 P.M. President Letourneau, Vice President Mocol, Commissioner DuLaney, Commissioner Fox, and Commissioner Krieg were present.
2. Agenda Approval. Commissioner DuLaney moved, seconded by Commissioner Fox, to approve the agenda. Ayes: Letourneau, Mocol, DuLaney, Fox, and Krieg. Nays: None.
3. Public Comment Period. Jerry Deuhr and Tony Vossen, from Minnesota Hockey Day 2025, thanked SPU for its water contribution and staff assistance, particularly Dave Hagen, who stayed on a holiday to help. They presented a print to display at SPU.
4. Consent Agenda. Greg Drent, General Manager, noted that in item 5k, there were two dates that should be 2026, not 2025. Vice President Mocol moved to approve the consent agenda with those corrections:
 - (5a) Approval of November 3, 2025 Minutes;
 - (5b) December 1, 2025 Warrant List;
 - (5c) Monthly Water Dashboard for October 2025;
 - (5d) October 2025 Financial Reports;
 - (5e) Res.# 2025-25 Resolution Approving Annual Adjustment to Wage Ranges;
 - (5f) Res #2025-26 Resolution Designating an Official Means of Publication;
 - (5g) Res #2025-27 Resolution Designating Official Depositories for the Shakopee Public Utilities Commission;
 - (5h) Accept 2025-2030 Final Administrative Capital Improvement Plan;
 - (5i) Approve 2026 Administrative Projects & Equipment;
 - (5j) Res #2025-28 Resolution Modifying Policy with Reference to Underground Electrical Distribution Systems;
 - (5k) Res #2025-29 Resolution Adjusting the Underground Electrical Distribution Charge for Development and establishing Electric Rates, Fees and Charges for Customers Served by Shakopee Public Utilities;
 - (5l) Accept 2026-203- Final Electric Capital Improvement Plan;
 - (5m) Approve 2026 Final Electric Projects & Equipment;
 - (5n) 2026 Final Electric Operating Budget and Cash Flows,
 - (5o) Res #2025-31 Resolution Approving Payment for the Pipe Oversizing Cost on the Watermain Project – Arbor Bluff 2nd Addition;
 - (5p) Res. #2025-32 Resolution Approving Payment for the Pipe Oversizing Cost on the Watermain Project – Palomino Trail; and
 - (5q) Res. #2025-33 Resolution Making Findings of Fact and Determining the Appeal Submitted by Darlene Cianflone.
 Commissioner Krieg seconded the motion. Ayes: Letourneau, Mocol, DuLaney, Fox, and Krieg. Nays: None.

5. Liaison Report. Commissioner DuLaney noted that the Gavins attended the November 21 City Council meeting and that City staff provided answers to their questions. He noted that Holiday Fest occurs on Saturday. Commissioner DuLaney thanked SPU for putting up holiday lights on the tree downtown.
6. 2026 Water Cash Flow. Kelley Willemsen, Director of Finance and Administration, presented the 2026 water cash flows and explained that an earlier omission of data incorrectly showed a cash flow shortfall earlier than expected. This item was corrected.
7. Res #2025-30 Resolution Adjusting Fees Applied Under the Water Availability Charge Policy and Establishing Water Rates, Water Meter and Installation Fees and Charges for Customers Service by Shakopee Public Utilities. Joseph Adams, Planning and Engineering Director, presented the resolution, which adjusts both developer and user fees. He explained that following a rate study a few years ago, the Trunk Water Charge and Water Capacity Charge were combined under the Water Availability Charge. Vice President Mocol moved to approve Resolution 2025-30. Commissioner DuLaney seconded the motion. Ayes: Letourneau, Mocol, DuLaney, Fox, and Krieg. Nays: None.
8. 2026-2030 Final Water Capital Improvement Plan. Mr. Adams explained that no changes were made to the near-final version presented last month. Commissioner Fox moved to accept the 2026-2030 Final Water Capital Improvement Plan. Commissioner Krieg seconded the motion. Ayes: Letourneau, Mocol, DuLaney, Fox, and Krieg. Nays: None.
9. 2026 Final Water Projects & Equipment. Mr. Adams noted that for the first year of the five-year Capital Improvement Plan, the Commission is asked to approve these expenditures and authorize the General Manager to proceed within the approved 2026 budget. Commissioner DuLaney moved to approve the 2026 Final Water Projects and Equipment. Commissioner Fox seconded the motion. Ayes: Letourneau, Mocol, DuLaney, Fox, and Krieg. Nays: None.
10. 2026 Final Water Operating Budget. Ms. Willemsen explained that although there were no substantive changes, this item was before the Commission in light of the correction to the water cash flows. Commissioner Fox moved to approve the 2026 Final Water Operating Budget. Vice President Mocol seconded the motion. Ayes: Letourneau, Mocol, DuLaney, Fox, and Krieg. Nays: None.
11. Operations Report. Brad Carlson, Director of Field Operations, provided a water update, noting that as part of the State's requirement to identify lead/galvanized steel service lines on the SPU system, about 1,300 letters are being sent to customers whose water service line is still unknown, as well as to customers with known lead/galvanized steel lines. Mr. Carlson explained that crews completed hydrant bagging to avoid salt corrosion and provided an update on water service to new developments. As an electric update, Mr. Carlson noted that crews performed an emergency transformer change at the high school, that they continue to complete AMI changeouts, with 46 meters left to exchange, and that crews extended Circuit 32 down 17th Avenue to Zumbro. Mr. Carlson explained that under mutual aid, one SPU crew was sent to Grantsburg, Wisconsin due to snow storms. He reported six outages since the last Commission meeting with a minimal number of affected customers; animals caused four outages and two were caused by branches on the lines.

12. Engineering Report. Mr. Adams provided an update of developments affecting SPU infrastructure. He noted that a new developer is working with the City and landowner for Eagle Crest (the gravel pit area), which is adjacent to SPU's water treatment site. He noted that with Well #23's elevated nitrate level, SPU is looking for a blending well location and is working with the State for well siting approval. Mr. Adams reported on developments in the Southbridge area, including road improvements and likely electric facilities, and on the East side. He explained the need to connect the central second part of the high zone and the western part of the second high zone, and that SPU plans to address land rights. This connection is critical for water treatment plans.

13. SPU Personnel Policies Update. Mr. Drent described updates to the SPU Personnel Policies, focused on Employee Earned Sick and Safe Time and Minnesota Paid Family Medical Leave. Vice President Mocol moved to approve the SPU Personnel Policies, subject to final revisions recommended by legal. Commissioner DuLaney seconded the motion. Ayes: Letourneau, Mocol, DuLaney, Fox, and Krieg. Nays: None.

14. SPU Commission Orientation Overview. Mr. Drent presented the proposed Commission Orientation packet, including facilities maps. Commissioner Krieg moved to approve the SPU Commission Orientation Packet. Vice President Mocol seconded the motion. Ayes: Letourneau, Mocol, DuLaney, Fox, and Krieg. Nays: None.

15. SPU Labor Negotiations. Mr. Drent provided an overview of the proposed collective bargaining agreement, noting the three-year contract term and the positive and productive nature of the discussions. He noted that the union membership has voted to approve the agreement. Commissioner Fox moved to approve the 2026 – 2028 Collective Bargaining Agreement between SPU and the International Union of Operating Engineers, Local No. 49. Commissioner DuLaney seconded the motion. Ayes: Letourneau, DuLaney, Mocol, Fox, and Krieg. Nays: None.

16. General Manager Report. Mr. Drent reported that the environmental phase I testing on the Hawkins site was completed and that the City performed borings in the area for the adjacent development, with nothing significant found. He noted that Xcel Energy plans to respond on facility assets for electric service territory transfer this week. Mr. Drent reported that a new SPU customer service representative starts on Monday. He proposed March 17, 2026 as the Commission – City Council joint meeting. Looking ahead, Mr. Drent noted that the 125th anniversary of SPU occurs in 2026; staff is considering options to mark this milestone.

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


Greg Drent, Commission Secretary