

MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
September 8, 2020

1. Call to Order. President Amundson called the September 8, 2020 Meeting of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M.
2. Roll Call. President Amundson, Vice President Mocol, Commissioner Brennan, Commissioner Fox, and Commissioner Meyer were present.
3. Approval of Minutes. Motion by Mocol, seconded by Meyer, to approve the minutes from August 13, 2020 and August 17, 2020. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.
4. Approval of Agenda. Motion by Mocol, seconded by Fox, to approve the agenda. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.
5. Approval of Consent Business. The consent business consisted of items (11c) WCC/TWC Analysis Study – Ehlers; (11e) Quarterly Nitrate Results; (11f) Quarterly Water Projects – Updated Information; (12c) Quarterly Electric Projects – Updated Information; (14c) Wage and Compensation Study – AEM. Motion by Brennan, seconded by Fox, to approve the consent business. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.
6. Approval of Warrant List. Commissioner Brennan requested a copy of SPU purchase policies and further information as to the disposal of trucks. Motion by Meyer, seconded by Mocol to approve the warrant list as presented. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.
7. Liaison Report. Commissioner Brennan presented the liaison report. She provided an update as to the annexation process involving Jackson Township in 2020 and 2021.
8. Review of Repayment, Release, and Separation Agreement with Utilities Manager John Crooks. Attorney K. Brennan provided an overview of the Repayment, Release, and Separation Agreement that was based on the Term Sheet approved by the Commission at its September 3, 2020 meeting. Mr. Firth, counsel for Mr. Crooks, was present for the discussion. Motion by

Meyer, seconded by Fox to approve the Agreement. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.

9. Update on Interim Leadership. President Amundson provided an update as to her discussions with Mr. Koshire. Mr. Koshire has worked with Minnesota Municipal Utilities Association (MMUA) in assisting other communities, and he is interested in assisting SPU. A call is being scheduled with Mr. Koshire and MMUA to discuss the scope of work and compensation, with the goal of presenting an agreement for Commission consideration at the next Commission meeting. President Amundson invited another Commissioner to participate in these discussions. Commissioner Brennan volunteered.

President Amundson requested discussion on appointing an interim Utilities Manager pending an agreement involving Mr. Koshire. Motion by Meyer, seconded by Mocol to appoint Joseph Adams, Planning and Engineering Director, as interim Utilities Manager until an agreement is approved as to Mr. Koshire. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.

10. Appointment of SPU Secretary. Discussion ensued as to the appointment of Secretary. In light of the pending discussions as to the scope of services as to Mr. Koshire, the Commission determined to address the temporary appointment of Secretary. Motion by Brennan, seconded by Mocol to appoint Joseph Adams as Secretary, without separate compensation, on a temporary basis pending an arrangement with Mr. Koshire. Ayes: Brennan, Mocol. Nays: Amundson, Fox, Meyer. Motion failed.

The Commission determined to revisit the issue of compensation for the role of Secretary with the benefit of a new Utilities Manager. Motion by Meyer, seconded by Amundson to appoint Joseph Adams as Secretary on a temporary basis pending an agreement relating to the Utilities Manager position. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.

11. Water Report. Mr. Adams presented the water report. For the water treatment plant feasibility study proposed by SEH, Commission Brennan requested that additional subjects be addressed, including Jackson Township, safety levels for children and older adults, and community outreach. Staff will seek an updated proposal from SEH and bring it back for Commission review and consideration. Mr. Adams provided an update as to the Water Tower #8 Project.

Mr. Adams presented Resolution #1281 concerning a Water Main Sharing Agreement with Gaughan Companies for River Bluff Addition, Shakopee. Motion by Meyer, seconded by Brennan to approve Resolution #1281. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.

12. Electric Report. Mr. Drent, Electric Superintendent, presented the electric report. He described the seven outages since the last Commission meeting.

Mr. Adams provided an informational update as to the land acquisition for the East Shakopee substation. He noted that the property developer rejected the appraisal prepared by Patchin Messner Valuation Counselors on behalf of SPU. The developer is waiting for approval of development plan by the City. It is contemplated that it will then make an offer. Mr. Adams clarified that the appraisal value is consistent on a square foot basis with other valuations of larger parcels.

Mr. Adams presented the Electric Distribution Relocation Construction Agreement with Gaughan Companies. The agreement addresses the removal of electric distribution facilities and the installation of new facilities near Levee Drive and River Bluff Addition to support the project, including the responsibilities and cost sharing provisions. Mr. Adams described the past precedent of this approach by SPU. Motion by Meyer, seconded by Mocol to approve the Agreement. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.

13. Communications and Rebranding. Commissioner Brennan requested that policies and financial reports be posted on the website. Ms. Walsh answered questions concerning information currently available on the new SPU website, and items that may be added. Commissioner Meyer suggested adding the audited financial reports to the website.

14. 2021 Budget. Ms. Willemsen presented the proposed schedule for the 2021 budget, including the initial review and the final budget presentation.

15. Adjourn. Motion by Fox, seconded by Mocol, to adjourn to the September 21, 2020 regular meeting. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None.


Interim Commission Secretary: Joseph Adams