

MINUTES OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
Regular Meeting
December 21, 2020

1. Call to Order. President Amundson called the December 21, 2020 meeting of the Shakopee Public Utilities Commission to order at the SPU 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 Consent Agenda. Motion by Meyer, seconded by Mocol, to approve the consent agenda, namely: December 21, Agenda, December 4, 2020 Warrant List Account/Credit/Request/Deposit Refunds, December 21, 2020 Warrant List, Monthly Financials Results – November 2020, Water Dashboard. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.
4. Liaison Report. Commissioner Brennan noted that the City Council approved the 2020 Property Tax Levy and 2021 Budget, as well as two subdivisions: Summerland and Windermere South 4th Addition. Scott County has been awarded \$2.9 million in COVID relief funds for local private and non-profit services.
6. Utilities Manager Report. Greg Drent, Interim Utilities Manager, provided his report. The Utilities Manager search is ongoing, waiting on proposals from two outside search firms. SPU has been working with the City as to possible refunds for the Water Capacity Charges. He has met with City staff to discuss SPU contributions. Mr. Drent listed a number of other projects he is working on and some of those will be brought back to Commission in January or early February.
7. Water Report. Lon Schemel, Water Superintendent, provided an update. Cell companies (Verizon, Sprint, T-Mobile) are doing their 5G update on SPU towers, which they hope to complete by March of 2021.
8. Electric Report. Mr. Carlson, Assistant Electric Superintendent, provided the electric report, noting the two outages since the last Commission meeting, as well as completed and on-going projects. Mr. Adams presented the Transmission Transformed Service Rate developed by MMPA, noting that no current SPU customers qualify for this rate but this might be something to help bring bigger business to Shakopee. Motion by Meyer, seconded by Brennan, to approve the Transmission Transformed Service Rate. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried. Mr. Adams informed the Commissioners that SPU will hold a virtual public meeting on December 28, 2020 at 6:00 pm to discuss the West Shakopee Substation with SPU customers within 500 feet of the project.

9. Investment Policy. Jean McCann, AEM, presented her recommendations on the Investment Policy. Motion by Mocol, seconded by Fox, that: (1) AEM refine the cash flow analysis to indicate a minimum liquid cash availability and develop a laddering for investments; (2) AEM provide recommendations for revisions to the existing Investment Policy; and (3) AEM work with staff to prepare a request for information for investment brokers and/or professional investment firms. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.
10. Governance Handbook. Attorney Brennan presented recommended changes to the Commission Governance Handbook. She also recommended that under “Role of an Individual Commissioner,” item 13, the last sentence should be removed. Motion by Fox, seconded by Mocol, to approve the revised Governance Handbook, as recommended. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.
11. Commission Secretary Position. Mr. Drent presented options for the Secretary position. Commissioners discussed various options and asked questions. Motion by Meyer, seconded by Fox, that the Commission appoint the Utilities Manager as Commission Secretary, with the administrative assistant as the recording secretary to prepare the minutes, and the Utilities Manager to be responsible for the duties of Commission Secretary. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.
12. Future Agenda Items. Commissioner Brennan asked when the Commission should consider setting goals for 2021. Goals will be discussed at the second meeting in January.
13. Adjourn. Motion by Meyer, seconded by Fox, to adjourn to the January 4, 2021 regular meeting. Ayes: Amundson, Mocol, Brennan, Fox, Meyer. Nays: None. Motion carried.



Greg Drent, Commission Secretary