



City of Saint Paul

City Hall and Courthouse
15 West Kellogg Boulevard
Room 330

Minutes - Final

Steve Schneider, General
Manager
651-266-6274 or
steve.schneider@ci.stpaul.
mn.us

Board of Water Commissioners

Mollie Gagnelius,
Recording Secretary,
651-266-6275 or
mollie.gagnelius@ci.stpau
l.mn.us

Chair Mara Humphrey
Vice Chair Nelsie Yang
Commissioner Marylee Abrams
Commissioner Amy Brendmoen
Commissioner James Bykowski
Commissioner Chris Tolbert
Commissioner Alene Tchourumoff

Tuesday, November 10, 2020

5:00 PM

Held Remotely via Skype

Please see below for new meeting guidelines due to the COVID-19 health pandemic emergency.

To join Skype Meeting, please call into one of the following numbers:

(651) 267-3988,,38214561#

(651) 266-5758,,38214561#

(651) 266-5767,,38214561#

Roll Call

Present 7 - Amy Brendmoen;Chris Tolbert;Mara Humphrey;Marylee Abrams;James Bykowski;Nelsie Yang and Alene Tchourumoff

Consent Agenda

Note: Items listed under the Consent Agenda will be enacted by one motion with no separate discussion. If discussion on an item is desired, the item will be removed from the Consent Agenda for separate consideration.

Approval of the Consent Agenda

Motion made by Commissioner Brendmoen and seconded by Vice President Yang;
Consent Agenda has been Adopted
Adopted Consent Agenda

Yea: 6 - Amy Brendmoen;Mara Humphrey;Marylee Abrams;James Bykowski;Nelsie Yang and Alene Tchourumoff

Nay: 0

Absent: 1 - Chris Tolbert

- 1 [Min 20-21](#) Approving the minutes of the October 13, 2020 meeting.

Attachments: [October 13, 2020 Board Minutes](#)

Adopted

- 2 [RES 20-1576](#) Approving the Financial Statements for the month of September 2020.

Attachments: [September 2020 Financial Statements](#)

Adopted

- 3 [RES 20-1577](#) Pertaining to a Second Amended Lease Agreement with the City of Saint Paul for the extension of its Police Department's lease for the City's canine training facility.

Attachments: [Staff Report](#)
 [Second Amended Lease Agreement](#)
 [Resolution 20-1577](#)

Adopted

Discussion Item

- 4 [CO 20-78](#) SPRWS Collection Process

Attachments: [Collection Process 2020](#)

Received and Filed

Informational Items

5 [CO 20-79](#) General Manager's Report

1. *2019 SPRWS Financial Audit is complete - Exit Meeting with the State Auditors was held on October 29, 2020. Results include a "clean" unqualified opinion. The auditors are finalizing their opinion paperwork and the final Audited CAFR should be available online in the next two weeks.*
2. *2020 Required LCR Compliance Monitoring is complete - Process includes sampling at customers tap at homes with lead water services or copper services with lead solder in the home. Once again, SPRWS did not exceed the action level for lead or copper and is in full compliance with the Lead and Copper Rule.*
3. *SPRWS is receiving over \$394,000 in CARES funding, this is part of the City of Saint Paul fund package for COVID related expenses. We are being reimbursed for some service valve replacements that allowed us to minimize customer contact while setting up residential temporary water services. We were also reimbursed for the purchase of equipment to facilitate telework for employees. Finally, we were reimbursed for some clean-up work of a large encampment on Board property through the unsheltered homeless program*
4. *Staff and our RE Broker have reviewed the three proposals for the Sandy Lake property. We are not at a point where we feel that any of the proposals are ready to be brought to the Board for consideration. We are planning on taking a pause on the process of evaluating these proposals, notifying them of our decision and finalizing our lease at the Pig's Eye site with Parks. We still have our soils site at Sandy Lake, and we want to have a new site secured before moving forward.*
5. *SPRWS Staff and our Owners Rep are finalizing the review of the Phase I proposals for the McCarron's Water Treatment Plant Improvement Project. We will be bringing our recommendation to the Board in December. Contract negotiation will follow with the goal of bringing a contract to the Board for consideration in January. Outreach has begun (Maplewood City Council) and will continue for the foreseeable future.*
6. *Potential Solar Project on the Horizon - As part of our strategic plan, we have been looking for opportunities to take advantage of Xcel Energy's solar programs. Staff is working with City of Saint Paul Purchasing and the Board Attorney (Lisa) on potential installations at McCarron's. We are hoping to bring a solar proposal/agreement to the BWC in December. This will allow SPRWS to reduce energy costs and take advantage of the 26% 2020 solar credits.*
7. *Finally, I want to announce tonight that it is my intention to retire from the City of Saint Paul on March 31, 2021 after 32 years of public service (over 30 with SPRWS). I will begin to work with our HR Staff and the City of Saint Paul HR department to initiate the Board-approved process soon. The process involves recruitment, and evaluation committee and ultimately interviews held with the full Board of Water Commissioners. Our goal will to schedule the process so that the Board can appoint the new General Manager at the March, 2021 Board meeting. I want to thank you for your support and appreciate the many opportunities to serve you and our customers throughout my career in the water industry.*

Received and Filed

- 6 [CO 20-80](#) Rice Street Gardens 2020 Report

Attachments: [Rice Street Gardens 2020 Report](#)

Received and Filed

- 7 [CO 20-81](#) Pipeline Express

Attachments: [Pipeline Express - October 9, 2020](#)

[Pipeline Express - October 23, 2020](#)

Received and Filed

Adjournment

In-person meetings, or meetings conducted under Minn. Stat. § 13D.02 of the City Council, are not practical or prudent because of the COVID-19 health pandemic emergency declared under Minn. Stat. Chapter 12 by the Minnesota Governor Tim Walz and Saint Paul Mayor Melvin Carter. In light of the COVID-19 health pandemic, members of the Board of Water Commissioners will participate in meetings by telephone or other electronic means.

Public attendance at the Board of Water Commissioner's regular meeting location is not feasible due to the COVID-19 health pandemic. Accordingly, no meeting will be held in Room 330 at 15 W. Kellogg Boulevard in the City of Saint Paul. Members of the public may monitor this meeting remotely by calling one of the following numbers: (651) 267-3988, (651) 266-5758, or (651) 266-5767. Conference ID: 38214561.