



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, October 12, 2022

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, October 12, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

By call of the chair, the meeting was called to order at 4:02 PM.

CALL OF ROLL:

PRESENT: President Tom Stanley, Secretary Luke Francisco, Commissioner Rick Blake, Commissioner Nancy Saxhaug, Commissioner Rick Smith.

Also present: General Manager Julie Kennedy, Business Services Manager Jean Lane, Electric Department Manager Jeremy Goodell, Water/Wastewater Department Manager Steve Mattson, Administrative/HR Assistant Carrie Jo Kruger and ICTV Representative Cole Christianson.

PUBLIC FORUM:

None

APPROVAL OF MINUTES:

1. Consider a motion to approve the minutes of the September 15, 2022 Regular Commission Meeting and the September 28, 2022 Regular Work Session Commission Meeting.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the minutes of the September 15, 2022 Regular Commission Meeting and the September 28, 2022 Regular Work Session Commission Meeting.

Motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Blake, Commissioner Saxhaug, Commissioner Smith

VERIFIED CLAIMS:

2. Consider a motion to approve \$1,770,746.82 of verified claims for September 2022.

Motion made by Commissioner Blake, Seconded by Secretary Francisco to approve \$1,770,746.82 of verified claims for September 2022.

Motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Blake, Commissioner Saxhaug, Commissioner Smith

COMMISSION REPORTS:

None.

CONSENT AGENDA: Any item on the consent agenda shall be removed for consideration by the request of any one Commission member, Utility Staff, or the public and put on the regular agenda for discussion and consideration.

Motion made by Commissioner Blake, Seconded by Commissioner Saxhaug to approve the consent agenda as read.

Motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Blake, Commissioner Saxhaug, Commissioner Smith

3. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for September 2022.

Approved by consent agenda vote.

4. Consider a motion to ratify the declaration of a Maintenance II vacancy and confirm filling that vacancy with the preferred candidate, Mr. Stephen Langer; and

Consider a motion to ratify the declaration of a WWTP Operator vacancy and the authorization for internal posting and external advertisement for hire for that position.

Approved by consent agenda vote.

5. Consider a motion to ratify the procurement contract with irby, an electrical supply distributor, for five TripSaver reclosers for \$24,750.

Approved by consent agenda vote.

6. Consider a motion to ratify the procurement contract with Their Well Company for the rehabilitation of well number 1 for \$23,050.

Approved by consent agenda vote.

7. Consider a motion to approve the procurement contract with Badger State Inspection for the Mid-Tower Coating Repairs for \$71,700 and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

8. Consider a motion to ratify the procurement contract with MacQueen Equipment for a new cable reel for the sanitary televising trailer for \$8,217.50.

Approved by consent agenda vote.

9. Consider a motion to approve the procurement contract with Vessco for the rebuilding of the Aqua-Guard Self-Cleaning Bar screen for the domestic for \$98,750 and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

10. Consider a motion to ratify the procurement contract with Duncan Co for a valve for the screen house for \$13,327.

Approved by consent agenda vote.

11. Consider a motion to ratify the procurement contract with Mielke Electric to rebuild two 125 hp motors for the secondary plant for \$9,903.10.

Approved by consent agenda vote.

SETTING OF REGULAR AGENDA: This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

Motion made by Commissioner Smith, Seconded by Secretary Francisco to set the regular agenda as presented.

Motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Blake, Commissioner Saxhaug, Commissioner Smith

ADMINISTRATION:

12. Review Administration Department Monthly Report

General Manager Julie Kennedy reviewed the October Administration Department Report with the Commission.

BUSINESS SERVICES DEPARTMENT:

13. Review Business Services Department Monthly Report

Business Services Manager Jean Lane reviewed the October Business Services Department Report with the Commission.

ELECTRIC DEPARTMENT:

14. Review Electric Department Monthly Report

Electric Department Manager Jeremy Goodell reviewed the October Electric Department Report with the Commission.

WATER AND WASTEWATER DEPARTMENT:

15. Review Water-Wastewater Department Report

Water/Wastewater Department Manager Steve Mattson reviewed the October Water and Wastewater Department Report with the Commission.

SAFETY REPORT:

16. Review Safety Monthly Report

General Manager Julie Kennedy reviewed the October Safety Report with the Commission.

ADJOURNMENT:

By call of the chair, the regular meeting was declared adjourned at 4:43 PM.

The next Regular Work Session is scheduled for Wednesday, October 26, 2022 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Regular Meeting of the Commission is scheduled for Wednesday, November 9, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

Respectfully submitted: Carrie Jo Kruger, Administrative/HR Assistant.

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC's desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, please contact our office at 218-326-7024 and we will provide you with a copy of the policy.