



GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

500 SE Fourth Street • Grand Rapids, Minnesota 55744

ADMINISTRATION DEPARTMENT MONTHLY REPORT November 2022 Commission Meeting

Safety

There were no OSHA recordable accidents in the Administration Department last month.

Staffing

- WWTP Operator Interviews Oct 25 – Nov 4.
- Jeremy Goodell, Electric Department Manager, submitted his notice of resignation for November 22.
- Recognized monthly peer-to-peer employee appreciation awards (Doug G & Mark).

Community Involvement

- Climate Action Plan / GreenSteps Assessment work with ICET volunteers.

Projects Performed Last Month

- City/GRPU HR Officer meet and greet and meetings
- Maintenance II hire and WWTP Operator hiring process.
- GRPU annual report development.

Projects Scheduled for This Month

- IJJA Funding Investigation
- File Center / Documentation Migration Project.
- 2023 Commission Report Format Development.
- Rate Design Review.