



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION

## MEETING MINUTES

Wednesday, December 18, 2024

4:00 PM

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission will be held on Wednesday, December 18, 2024 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

**President Stanley called the meeting to order at 4:04PM**

**CALL OF ROLL:**

**PRESENT:** President Tom Stanley, Commissioner Nancy Saxhaug, Commissioner Rick Smith, Commissioner Dale Adams

**ABSENT:** Secretary Luke Francisco with notice.

**OTHERS:** Julie Kennedy, Chad Troumbly, Steve Mattson, Mike LeClaire, Jean Lane, Megan Sjostrand, Rick Blake

**PUBLIC FORUM:**

**No one from the public was present.**

**APPROVAL OF MINUTES:**

1. Consider a motion to approve the November 27, 2024 Work Session Minutes and the November 27, 2024 Regular Meeting Minutes.

**Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the November 27, 2024 Work Session Minutes and the November 27, 2024 Regular Meeting Minutes. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

**VERIFIED CLAIMS:**

2. Consider a motion to approve \$4,545,040.82 in verified claims for November and December 2024.

**Motion made by Commissioner Smith, Seconded by Commissioner Adams to approve \$4,545,040.82 in verified claims for November and December 2024..  
Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

COMMISSION REPORTS:

**Commissioner Adams stated that this is his last meeting as the City Council Liasson and that Rick Blake will be replacing him starting in January 2025.**

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 Adams, Seconded by Commissioner Saxhaug to approve the consent agenda as presented. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

3. Consider a motion to approve the 2025 GRPUC Regular Work Session and Regular Meeting dates and times.

**Approved on consent agenda.**

4. Consider a motion to confirm filling the Maintenance II position with the preferred candidate, Mr. Eric Drotts.

**Approved on consent agenda.**

5. Consider a motion to authorize the disposal of surplus property.

**Approved on consent agenda.**

6. Consider a motion to award the contract for 2025 Sludge Placement to JRadtke Trucking in the amount of \$74,250 and authorize the General Manager to sign the contract.

**Approved on consent agenda.**

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 Commissioner Adams to approve the regular agenda as presented. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

SAFETY REPORT:

7. Review Safety Monthly Report

**Reviewed Safety Monthly Report**

ADMINISTRATION:

8. Consider a motion to approve the 2025-2026 services agreement with the City of LaPrairie and authorize the Commission President to sign the agreement.

**Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve the 2025-2026 services agreement with the City of LaPrairie and authorize the Commission President to sign the agreement. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

9. Consider a motion to approve the 2025 City–GRPU Collaborative Services Memorandum of Understanding (MOU) and authorize the Commission President to sign the MOU.

**Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to approve the 2025 City–GRPU Collaborative Services Memorandum of Understanding (MOU) and authorize the Commission President to sign the MOU. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

10. Consider a motion to approve a Memorandum of Understanding (MOU) to amend Article 17, Section 2 of the 2024-2026 Collection Bargaining Agreement (CBA) between Grand Rapids Public Utilities Commission (GRPUC) and the American Federation of State, County & Municipal Employees (AFSCME) and authorize the Commission President to sign the agreement.

**Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve a Memorandum of Understanding (MOU) to amend Article 17, Section 2 of the 2024-2026 Collection Bargaining Agreement (CBA) between Grand Rapids Public Utilities Commission (GRPUC) and the American Federation of State, County & Municipal Employees (AFSCME) and authorize the Commission President to sign the agreement. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

#### BUSINESS SERVICES DEPARTMENT:

11. Consider a motion to approve the 2025 workers' compensation premium coverage quotation regular premium option from the LMCIT in the amount of \$52,443 and authorize the General Manager to sign premium documents.

**Motion made by Commissioner Smith, Seconded by Commissioner Adams to approve the 2025 workers' compensation premium coverage quotation regular premium option from the LMCIT in the amount of \$52,443 and authorize the General Manager to sign premium documents. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

12. Consider a motion to adopt resolution 12-18-24-05 approving the 2025 GRPU Operating Plan and the 2025 Operations and Capital Budgets.

**Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to adopt resolution 12-18-24-05 approving the 2025 GRPU Operating Plan and the 2025 Operations and Capital Budgets. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

13. Consider a motion to ratify the 2025 electric, water, and wastewater collection rates per the 2022 adopted cost of service rate studies.

**Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to ratify the 2025 electric, water, and wastewater collection rates per the 2022 adopted cost of service rate studies. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

ELECTRIC DEPARTMENT:

14. Review Electric Utility Monthly Report

**Reviewed Electric Utility Monthly Report**

WATER AND WASTEWATER DEPARTMENT:

15. Consider a motion to approve the procurement contract with Stantec Consulting Services for engineering and bidding services for Landfill Phases 1-4/Kettle D cover project for \$143,000 and allow the General Manager to sign the contract.

**Motion made by Commissioner Smith, Seconded by Commissioner Adams to approve the procurement contract with Stantec Consulting Services for engineering and bidding services for Landfill Phases 1-4/Kettle D cover project for \$143,000 and allow the General Manager to sign the contract. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

16. Review Water Utility Monthly Report

**Reviewed Water Utility Monthly Report**

17. Review Wastewater Utility Monthly Report

**Reviewed Wastewater Utility Monthly Report**

ADJOURNMENT:

**There being no further business, the meeting was adjourned at 4:50 PM.**

**Respectfully submitted,**

*Megan Sjostrand*

**Megan Sjostrand, Executive/HR Assistant**