



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION

## MEETING MINUTES

Wednesday, January 22, 2025

4:00 PM

**President Stanley called the meeting to order at 4:05PM**

CALL OF ROLL:

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

**ABSENT: Council Representative Rick Blake with notice**

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

PUBLIC FORUM:

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

APPROVAL OF MINUTES:

1. Consider a motion to approve the December 18, 2024 Regular Meeting Minutes.

**Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to approve the December 18, 2024 Regular Meeting Minutes.**

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

BILL LIST:

2. Consider a motion to approve \$1,850,717.28 in verified claims for December 2024 and January 2025.

**Motion made by Secretary Francisco, Seconded by Commissioner Saxhaug to approve \$1,850,717.28 in verified claims for December 2024 and January 2025.**

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

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

3. Consider a motion to ratify the procurement contract with The Busy Bees Quality Cleaning for daily cleaning services not to exceed \$24,000.

**Approved on consent agenda.**

4. Consider a motion to ratify the procurement contract with Cannon Technologies for an API integration between Yukon software (GRPU AMI) and SpryPoint for \$2,900.

**Approved on consent agenda.**

5. Consider a motion to ratify the procurement contract with Cogsdale to install MS GP Dynamics, CMG, CSM upgrade and provide technical support for \$12,375.

**Approved on consent agenda.**

6. Consider a motion to ratify the procurement contract with Procise Solutions for professional consulting services for \$24,900.

**Approved on consent agenda.**

7. Consider a motion to ratify the procurement contract with Their Well for repairing well 4 pump for \$22,526.

**Approved on consent agenda.**

8. Consider a motion to ratify the procurement contract with Baldwin Supply Co for bark hopper winch for the industrial screen house \$8,208.

**Approved on consent agenda.**

9. Consider a motion to ratify the procurement contract with Power Process Equipment for mechanical seal rebuild kit for WWT sludge Moyno pump for \$3,680.

**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 Saxhaug to approve the regular agenda.**

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

CONTRACTS:

10. Consider a motion to confirm continuing employment with Linda George as a temporary part-time accounting specialist.

**Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to confirm continuing employment with Linda George as a temporary part-time accounting specialist.**

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

11. Consider a motion to confirm continuing employment with Ms. Candy Carsella-Kee as a part-time Special Project Coordinator for the ERP project implementation.

**Motion made by Commissioner Smith, Seconded by Secretary Francisco to confirm continuing employment with Ms. Candy Carsella-Kee as a part-time Special Project Coordinator for the ERP project implementation.**

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

12. Consider a motion to approve the change order with SpryPoint and authorize the General Manager to sign the change order for \$34,000.

**Motion made by Secretary Francisco, Seconded by Commissioner to approve the change order with SpryPoint and authorize the General Manager to sign the change order for \$34,000.**

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

OPERATIONS & CAPITAL UPDATES:

13. Review Operations & Capital Updates

**Reviewed Operations & Capital Updates**

14. Consider a motion to add the Building Security Project to the 2025 Capital Budget and authorize staff to proceed with the procurement contract with American Eagle for an amount not to exceed \$126,175.

**Motion made by Secretary Francisco, Seconded by Commissioner Saxhaug to add the Building Security Project to the 2025 Capital Budget and authorize staff to proceed with the procurement contract with American Eagle for an amount not to exceed \$126,175.**

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

15. Consider a motion to amend the 2025 Operations Budget with the correct Wastewater Treatment amount and acknowledge the inclusion of the Building Security Project in the 2025 Capital Budget.

**Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to amend the 2025 Operations Budget with the correct Wastewater Treatment amount and acknowledge the inclusion of the Building Security Project in the 2025 Capital Budget.  
Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith**

MONTHLY REPORTS:

16. GRPU Monthly Reports

**Reviewed GRPU Monthly Reports**

ADJOURNMENT

**There being no further business, the meeting adjourned at 5:02 PM.**

Respectfully submitted,

*Megan Sjostrand*

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