



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, March 27, 2024

4:00 PM

President Stanley called the meeting to order at 4:10 PM.

CALL OF ROLL:

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

OTHERS: Jean Lane, Chad Troumbly, Steve Mattson, Mike LeClaire

PUBLIC FORUM:

No one from the public was present.

APPROVAL OF MINUTES:

1. Consider a motion to approve the February 14, 2024 Work Session Minutes, and the February 21, 2024 Closed Meeting Minutes and the February 28, 2024 Regular Meeting Minutes.

Motion made by Commissioner Adams, Seconded by Commissioner Smith approve the February 14, 2024 Work Session Minutes, and the February 21, 2024 Closed Meeting Minutes and the February 28, 2024 Regular Meeting Minute.

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

VERIFIED CLAIMS:

2. Consider a motion to approve \$656,162.61 verified claims for February and March 2024.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve \$656,162.61 in verified claims for February and March 2024.

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

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 Saxhaug, Seconded by Secretary Francisco to approve the consent agenda as presented..

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

3. Consider a motion to enter into a lease agreement with Enterprise Fleet Management for non-specialized utility fleet vehicles and allow the General Manager to sign the lease agreements.

Approved on consent agenda.

4. Consider a motion to ratify the procurement contract with Corona Environmental for engineering professional services for support with addressing Legionella and related water quality concerns for \$24,990.

Approved on consent agenda.

5. Consider a motion to approve the procurement contract with Bolton & Menk for engineering professional services for the planning and design of water utility disinfection for \$38,400 and authorize the General Manager to sign the Contract.

Approved on consent agenda.

6. Consider a motion to ratify the procurement contract with Idexx Laboratories, Inc. for Legionella lab testing equipment for the WTP for \$13,647.87.

Approved on consent agenda.

7. Consider a motion to ratify the procurement contract with Luminultra Technologies for lab testing equipment for the WTP for \$8,025.03.

Approved on consent agenda.

8. Consider a motion to approve the procurement contract with Schwing Bioset for one screw section for the custom screw conveyor in the WWT solids process building for \$47,177.02 and allow 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 Adams, Seconded by Commissioner Smith to approve the regular agenda as presented.

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

SAFETY REPORT:

9. Review Safety Monthly Report

Reviewed Safety Monthly Report.

ADMINISTRATION:

10. Consider a motion to approve the GRPU 2023-2028 Strategic Plan.

Motion made by Secretary Francisco, Seconded by Commissioner Smith to approve the GRPU 2023-2028 Strategic Plan.

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

11. Review Administration Department Monthly Report

Review Administration Department Monthly Report. Noted that there is a joint meeting scheduled for April 18th, 2024.

BUSINESS SERVICES DEPARTMENT:

12. Consider a motion to adopt Resolution 03-27-24-01 approving reimbursement of expenditure for the new GRPU Enterprise Resource Planning (ERP) software and implementation.

Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to adopt Resolution 03-27-24-01 approving reimbursement of expenditure for the new GRPU Enterprise Resource Planning (ERP) software and implementation.

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

13. Review Business Services Department Monthly Report

Reviewed Monthly Safety Report.

ELECTRIC DEPARTMENT:

14. Review Electric Utility Monthly Report

Reviewed Electric Utility Monthly Report.

WATER AND WASTEWATER DEPARTMENT:

15. Review Water Utility Monthly Report

Reviewed Water Utility Monthly Report.

16. Review Wastewater Utility Monthly Report

Reviewed Wastewater Utility Monthly Report.

DEPARTMENT HEAD REPORT:

17. Electric Department Head Presentation

Presentation by the Electrical Department Head, Chad Troumbly.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 4:55 PM.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Julie A. Kennedy".

Julie Kennedy, General Manager