



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Thursday, September 15, 2022

4:30 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Thursday, September 15, 2022 at 4:30 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

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, 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 August 17, 2022 Regular Commission Meeting and the August 31, 2022 Regular Work Session Commission Meeting.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the minutes of the August 17, 2022 Regular Commission Meeting and the August 31, 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 \$2,406,935.95 of verified claims for August 2022.

Motion made by Secretary Francisco, Seconded by Commissioner Blake to approve \$2,406,935.95 of verified claims for August 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 Secretary Francisco to approve the consent agenda as presented.

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 August 2022.

Approved by consent agenda vote.

4. Consider a motion to ratify the procurement contract with WDIO for the Wipes Clog Pipes video production and a commercial spot not to exceed \$3,200.00.

Approved by consent agenda vote.

5. Consider a motion to ratify the procurement contract with Procise Solutions, Inc. for IT professional services in an amount not to exceed \$5,250.00.

Approved by consent agenda vote.

6. Consider a motion to approve the third amendment to the Sprint communication lease for the South tower site and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

7. Consider a motion to ratify the procurement contract with Badger State Inspection for engineering and field inspections of cellular equipment on the north water tower for \$10,827.50.

Approved by consent agenda vote.

8. Consider a motion to ratify the procurement contract with Quality Flow Systems for parts and labor for necessary repairs to Lift Station #6 for \$23,427.

Approved by consent agenda vote.

9. Consider a motion to ratify the procurement contract with Jamar Company for HVAC Heat Pumps at the Service Center for \$8,500.

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 Commissioner Saxhaug to approve the regular agenda as presented.

Motion carried by the following vote:

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

ADMINISTRATION:

10. Consider a motion to adopt Resolution Number 09-15-22-7 approving the Grand Rapids Public Utilities Community Caring Fund Program policy.

Motion made by Commissioner Saxhaug, Seconded by Commissioner Blake to adopt Resolution Number 09-15-22-7 approving the Grand Rapids Public Utilities Community Caring Fund Program policy.

Motion carried by the following vote:

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

11. Review Administration Department Monthly Report

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

BUSINESS SERVICES DEPARTMENT:

12. Consider a motion to approve the financing agreement with Aaron and Jessica Kalstad.

Motion made by Commissioner Blake, Seconded by Commissioner Smith to approve the financing agreement with Aaron and Jessica Kalstad.

Motion carried by the following vote:

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

13. Review Business Services Department Monthly Report

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

ELECTRIC DEPARTMENT:

14. Review Electric Department Monthly Report

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

WATER AND WASTEWATER DEPARTMENT:

15. Review Water-Wastewater Department Report

General Manager Julie Kennedy reviewed the September Water and Wastewater Department Report with the Commission.

SAFETY REPORT:

16. Review Safety Monthly Report

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

ADJOURNMENT:

By call of the Chair, the meeting was declared adjourned at 5:12 PM.

The next Regular Work Session is scheduled for Wednesday, September 28, 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, October 12, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

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.