



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, August 17, 2022

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was called to order by President Stanley on Wednesday, August 17, 2022 at 4:00 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, Water/Wastewater Department Manager Steve Mattson, Administrative/HR Assistant Carrie Jo Kruger and ICTV Representative Cole.

PUBLIC FORUM:

None.

APPROVAL OF MINUTES:

1. Consider a motion to approve the minutes of the July 13, 2022 Regular Commission Meeting and the July 27, 2022 Regular Work Session Commission Meeting.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the minutes of the July 13, 2022 Regular Commission Meeting and the July 27, 2022 Regular Work Session Meeting.

The 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 \$1,985,881.65 of verified claims for July 2022.

Motion made by Commissioner Blake, Seconded by Secretary Francisco to approve \$1,985,881.65 of verified claims for July 2022.

The motion carried by the following vote:

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

COMMISSION REPORTS:

Commissioner Smith noted that he observed good traffic control when he saw a Public Utilities truck working as he travelled to the YMCA last week.

President Stanley noted that the Coalition of Greater Minnesota Cities awarded Commissioner Blake a Distinguished Rural Leadership Award. President Stanley congratulated him on receiving this award. General Manager Kennedy noted that Commissioner Blake brought the organization to us and advocated membership. She noted that we have received a lot of support from them and they are a good group.

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 Saxhaug to approve the consent agenda a read.

The 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 July 2022.

Approved by consent agenda vote.

4. Consider a motion to confirm filling the WWTP Operator position with the preferred candidate, Tony Wyatt DeVries-Flinck.

Approved by consent agenda vote.

5. Consider a motion to approve the procurement contract with Power Process Equipment for the capital project of Painting Primary Clarifiers for \$62,870.00 and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

6. Consider a motion to ratify the attached contract based on time and material with Rob's Bobcat Service Inc. for Vegetation Control and Restoration for the calendar year of 2022.

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 Saxhaug, Seconded by Commissioner Blake to set the regular agenda as presented.

The motion carried by the following vote:

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

ADMINISTRATION:

7. Consider a motion to adopt Resolution 8-17-22-6 urging Governor Walz to call for a special session of its lawmakers.

Motion made by Commissioner Blake, Seconded by Commissioner Saxhaug to adopt Resolution 8-17-22-6 urging Governor Walz to call for a special session of its lawmakers.

The motion carried by the following vote:

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

8. Review Administration Department Monthly Report

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

BUSINESS SERVICES DEPARTMENT:

9. Review, comment, and consider a motion to accept the second quarter June 30, 2022 Commission Financial Report as presented

Motion made by Commissioner Smith, Seconded by Secretary Francisco to accept the second quarter June 30, 2022 Commission Financial Report as presented.

The motion carried by the following vote:

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

10. Business Services Department Monthly Report

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

ELECTRIC DEPARTMENT:

11. Review Electric Department Report

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

WATER AND WASTEWATER DEPARTMENT:

12. Consider a motion to adopt Resolution Number 08-17-22-5 approving the Water Wastewater Jurisdictional Boundaries and Sanitary Sewer Maintenance policies.

Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to adopt Resolution Number 08-17-22-5 approving the Water Wastewater Jurisdictional Boundaries and Sanitary Sewer Maintenance policies.

The motion carried by the following vote:

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

13. Review Water-Wastewater Department Report

Water/Wastewater Department Manager Steve Mattson reviewed the August Water and Wastewater Department Report with the Commission.

SAFETY REPORT:

14. Review Safety Monthly Report

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

ADJOURNMENT:

By call of the chair, the regular meeting was declared adjourned at 4:44 PM.

Respectfully submitted: Carrie Jo Kruger, Administrative/HR Assistant.



The next Regular Work Session is scheduled for Wednesday, August 31, 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, September 14, 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.