



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, April 30, 2025

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, April 30, 2025 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 4:00PM

CALL OF ROLL:

PRESENT: President Tom Stanley, Commissioner Nancy Saxhaug, Commissioner Rick Smith, Council Representative Rick Blake

ABSENT: Secretary Luke Francisco with notice

OTHERS: Julie Kennedy, Jean Lane, Steve Mattson, Michael LeClaire, Chad Troumbly, Megan Sjostrand, Jodi Piekarski and TJ Otto from Minnesota Power, Mary and Eric from CLA attended virtually.

PUBLIC FORUM:

No one from the public was present.

PRESENTATIONS:

1. Presentation by Jodi Piekarski and TJ Otto from Minnesota Power on their IRP (Integrated Resource Plan) and proposed acquisition.

Jodi Piekarski and TJ Otto from Minnesota Power gave their presentation on their IRP (Integrated Resource Plan) and proposed acquisition.

2. Presentation by Clifton Larson Allen LLP (CLA) on the 2024 financial audit.

Clifton Larson Allen LLP (CLA) presented the 2024 financial audit.

APPROVAL OF MINUTES:

3. Consider a motion to approve the March 12, 2025 Work Session Minutes and the March 19, 2025 Regular Meeting Minutes.

Motion made by Commissioner Saxhaug, Seconded by Council Representative Blake to approve the March 12, 2025 Work Session Minutes and the March 19, 2025 Regular Meeting Minutes. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

VERIFIED CLAIMS:

4. Consider a motion to approve \$1,627,332.47 in verified claims for March and April 2025.

Motion made by Council Representative Blake, Seconded by Commissioner Smith to approve \$1,627,332.47 in verified claims for March and April 2025. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

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 Council Representative Blake, Seconded by Commissioner Saxhaug to approve the consent agenda as presented.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

5. Consider a motion to ratify the agreement with Emergent Software for an amount not to exceed \$22,625 for IT professional services to migrate and modernize the GRPU server system.

Approved on consent agenda.

6. Consider a motion to approve the procurement contract with Duncan Co for two 16-inch butterfly valves for the WTP for \$16,442.

Approved on consent agenda.

7. Consider a motion to ratify the procurement contract with NOS Automation for a Racal Alarm agent, temperature and water detection switch for the water PRV building for \$4,165.

Approved on consent agenda.

8. Consider a motion to ratify the procurement contract with Duncan Co for a Kinetrol actuator and butterfly valve for the WTP for \$9,090.

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 as presented.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

CONTRACTS:

CONTRACTS:

9. Consider a motion to approve an agreement with Paul Bunyan Communications for a monthly fee of \$3,904 for IT Managed Services and authorize the General Manager to sign the agreement.

Motion made by Council Representative Blake, Seconded by Commissioner Saxhaug to approve an agreement with Paul Bunyan Communications for a monthly fee of \$3,904 for IT Managed Services and authorize the General Manager to sign the agreement.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

10. Consider a motion to approve the agreement with Emergent Software in the amount of \$1,800 one-time service fee and \$2,950 monthly support services fee for IT server support and authorize the General Manager to sign the agreement.

Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to approve the agreement with Emergent Software in the amount of \$1,800 one-time service fee and \$2,950 monthly support services fee for IT server support and authorize the General Manager to sign the agreement.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

11. Consider a motion to approve the procurement contract with Minnesota Power for the Tioga Substation Facility Study for \$31,950 and allow the General Manager to sign the contract.

Motion made by Council Representative Blake, Seconded by Commissioner Smith to approve the procurement contract with Minnesota Power for the Tioga Substation Facility Study for \$31,950 and allow the General Manager to sign the contract.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

12. Consider a motion to award the Airport Road Electric Underground Installation Project contract to ArchKey/Parsons Electric for an estimated total amount of \$167,392.00 and authorize the General Manager to sign the contract.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to award the Airport Road Electric Underground Installation Project contract to ArchKey/Parsons Electric for an estimated total amount of \$167,392.00 and authorize the General Manager to sign the contract.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

13. Consider a motion to approve the procurement contract with Baldwin Supply Company for a sludge conveyor hanger bearing for the WWTP primary plant for \$30,764.88 and authorize the General Manager to sign the contract.

Motion made by Commissioner Saxhaug, Seconded by Council Representative Blake to approve the procurement contract with Baldwin Supply Company for a sludge conveyor hanger bearing for the WWTP primary plant for \$30,764.88 and authorize the General

Manager to sign the contract.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

BUSINESS:

14. Operations & Capital Updates

GRPU staff presented the Operations & Capital Updates

15. Consider a motion to approve Resolution No. 04-30-25-05 accepting the 2024 audited annual comprehensive financial statements and related auditor's letters.

Motion made by Commissioner Smith, Seconded by Council Representative Blake to approve Resolution No. 04-30-25-05 accepting the 2024 audited annual comprehensive financial statements and related auditor's letters.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

REPORTS:

16. Monthly Reports

Reviewed GRPU Monthly Reports

ADJOURNMENT:

There being no further business, the meeting adjourned at 5:43 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Megan Sjostrand".

Megan Sjostrand