



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, January 11, 2023

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, January 11, 2023 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
Commissioner Rick Smith
Commissioner Dale Adams

ABSENT WITH NOTICE:

Secretary Luke Francisco
Commissioner Nancy Saxhaug

PUBLIC FORUM:

Pete Garsow discussed an issue with a hanging tree, heavy with snow, above a powerline near his house. The Commission thanked him for his input and assured that the problem would be addressed.

APPROVAL OF MINUTES:

1. Consider a motion to approve the minutes of the December 14, 2022 Regular Commission Meeting.

Motion made by Commissioner Adams, Seconded by Commissioner Smith to approve the minutes of the December 14, 2022 Regular Commission Meeting.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Smith, Commissioner Adams

VERIFIED CLAIMS:

2. Consider a motion to approve \$1,726,141.93 of verified claims for December 2022.

Motion made by Commissioner Adams, Seconded by Commissioner Smith to approve \$1,726,141.93 of verified claims for December 2022.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Smith, Commissioner Adams

COMMISSION REPORTS:

Commissioner Adams thanked the Commission for allowing him to serve and hopes to do as well as Commissioner Blake did during his service.

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 Adams, Seconded by Commissioner Smith to approve the consent agenda as read.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Adams, Commissioner Smith

3. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2022.

Approved by consent agenda vote.

4. Consider a motion to ratify the procurement contract with Electric Pump for the rebuilding of the sump pump for the screen house for \$3,643.90.

Approved by consent agenda vote.

5. Consider a motion to ratify the procurement contract with Jamar Company for insulating the oxygen line at the super oxygen site for \$4,030.

Approved by consent agenda vote.

6. Consider a motion to ratify the procurement contract with PSI Engineering for rebuilding a booster pump for water distribution for \$4,254.

Approved by consent agenda vote.

7. Consider a motion to ratify the procurement contract with GPM for parts to rebuild the backwash pump at the water plant for \$2,001.56.

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 Adams to set the Regular Agenda as presented.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Smith, Commissioner Adams

ADMINISTRATION:

8. Review Administration Department Monthly Report

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

BUSINESS SERVICES DEPARTMENT:

9. Consider a motion to approve the 2023 workers' compensation premium coverage quotation regular premium option from the LMCIT in the amount of \$101,018, authorize the general manager to sign premium documents, and approve the payment of the 2023 insurance premium of \$101,018 to the LMCIT.

Motion made by Commissioner Smith, Seconded by Commissioner Adams approve the 2023 workers' compensation premium coverage quotation regular premium option from the LMCIT in the amount of \$101,018, authorize the General Manager to sign premium documents, and approve the payment of the 2023 insurance premium of \$101,018 to the LMCIT.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Smith, Commissioner Adams

10. Review Business Services Monthly Department Report

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

ELECTRIC DEPARTMENT:

11. Review Electric Department Monthly Report

General Manager Julie Kennedy reviewed the January Electric Department Report with the Commission.

WATER AND WASTEWATER DEPARTMENT:

12. Review Water-Wastewater Department Monthly Report

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

SAFETY REPORT:

13. Review Safety Monthly Report

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

ADJOURNMENT:

By call of the chair the meeting was declared adjourned at 4:28 PM.

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

A handwritten signature in blue ink that reads "Carrie Jo Kruger". The signature is written in a cursive, flowing style.

The next Regular Work Session is scheduled for Wednesday, January 25, 2023 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, February 8, 2023 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.