



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, May 28, 2025

4:00 PM

President Stanley called the meeting to order at 4:02PM

CALL OF ROLL:

PRESENT: President Tom Stanley, Secretary Luke Francisco, Commissioner Nancy Saxhaug, Council Representative Rick Blake

ABSENT: Commissioner Rick Smith with notice

OTHERS: Julie Kennedy, Steve Mattson, Mike LeClaire, Chad Troumbly, Megan Sjostrand

PUBLIC FORUM:

No one from the public was present

APPROVAL OF MINUTES:

1. Consider a motion to approve the April 9, 2025 Work Session Minutes and the April 30, 2025 Regular Meeting Minutes.

Motion made by Commissioner Saxhaug, Seconded by Council Representative Blake to approve the April 9, 2025 Work Session Minutes and the April 30, 2025 Regular Meeting Minutes.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

VERIFIED CLAIMS:

2. Consider a motion to approve \$2,236,580.69 in verified claims for April and May 2025.

Motion made by Secretary Francisco, Seconded by Commissioner Saxhaug to approve \$2,236,580.69 in verified claims for April and May 2025.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

COMMISSION REPORTS:

Commissioner Blake announced to City Council that Grand Rapids Public Utilities is hosting an MMUA event in June.

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, Secretary Francisco, Commissioner Saxhaug, Commissioner Blake

3. Consider a motion to authorize the sale and/or disposal of surplus property.

Approved on consent agenda.

4. Consider a motion to ratify the agreement with Paul Bunyan Communications for a one-time installation fee of \$3,372.74 and for Managed Voice Services of an estimated monthly fee of \$673.75.

Approved on consent agenda.

5. Consider a motion to ratify the agreement with eGold Fax for a one-time installation fee of \$285.00 and an annual fee of \$371.88.

Approved on consent agenda.

6. Consider a motion to ratify the agreement with Metro Sales Fax for a Purchase of a TROY MICR printer in the amount of \$2,500.00 and quarterly service contract base amount of \$149.80.

Approved on consent agenda.

7. Consider a motion to ratify the agreement with Emergent Software for modification to Mobile Device Management for an amount not to exceed \$9,000.00.

Approved on consent agenda.

8. Consider a motion to ratify the procurement contract with Trenchers Plus for a spool trailer for \$8,880 and authorize the disposal of older trailer.

Approved on consent agenda.

9. Consider a motion to ratify the procurement contract with Thein Well for repairing well 3 pump for \$19,970.

Approved on consent agenda.

10. Consider a motion to ratify the procurement contract with Quality Flow for a new leachate pump for the sludge landfill for \$10,750.

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 Secretary Francisco, Seconded by Commissioner Saxhaug to approve the regular agenda.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

CONTRACTS:

11. Consider a motion to approve the procurement contract based on time and material with Lake States Construction for minor electrical construction and restoration for the calendar year of 2025 and authorize the General Manager to sign the contract, for an amount not to exceed \$80,000.

Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to approve the procurement contract based on time and material with Lake States Construction for minor electrical construction and restoration for the calendar year of 2025 and authorize the General Manager to sign the contract, for an amount not to exceed \$80,000.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

12. Consider a motion to approve the procurement contract with Rob's Bobcat Service Inc. for vegetation control and restoration services for the 2025 calendar year and authorize the General Manager to sign the contract, for an amount not to exceed \$75,000.

Motion made by Council Representative Blake, Seconded by Commissioner Saxhaug to approve the procurement contract with Rob's Bobcat Service Inc. for vegetation control and restoration services for the 2025 calendar year and authorize the General Manager to sign the contract, for an amount not to exceed \$75,000.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

OPERATIONS & CAPITAL UPDATES:

13. Operations & Capital Updates

GRPU Management Team presented the Operations & Capital Updates

REPORTS:

14. Monthly Reports

Reviewed the GRPU Monthly Reports

ADJOURNMENT:

There being no further business, the meeting adjourned at 4:47 PM.

Respectfully submitted,

Megan Sjostrand

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