GRAND RAPIDS PUBLIC UTILITIES COMMISSION MEETING MINUTES

Wednesday, September 24, 2025

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, September 24, 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 4:01 PM.

CALL OF ROLL:

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

OTHERS: Jean Lane, Mike LeClaire, Steve Mattson, Julie Kennedy

PUBLIC FORUM:

No one from the public was present.

APPROVAL OF MINUTES:

1. Consider a motion to approve the August 13, 2025 Work Session Minutes and August 27, 2025 Regular Meeting Minutes.

   Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to approve the August 13, 2025 Work Session Minutes and August 27, 2025 Regular Meeting Minutes.

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

VERIFIED CLAIMS:

2. Consider a motion to approve $1,630,120.71 in verified claims for August and September 2025.

   Motion made by Council Representative Blake, Seconded by Commissioner Saxhaug to approve $1,630,120.71 in verified claims for August and September 2025.

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

COMMISSION REPORTS:

Council Representative Blake shared an update from the Range Area Mayors (RAMS) group regarding ongoing discussions around sulfate standards. He highlighted Keetac's current variance request and noted that the City of Grand Rapids joined numerous other Range cities in signing a letter of support provided by RAMS requesting the MPCA approve a variance from existing sulfate standards and develop site-specific standards for the Keetac Mine.

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 Smith to approve the consent agenda.

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

3. Consider a motion to accept the grant from the Minnesota Department of Health (MDH) for the Drinking Water Protection (Source Water Protection-Competitive) grant for the well 4 fencing project in the amount of $9,565.80.

   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 agenda.

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

OPERATIONS & CAPITAL BUSINESS:

4. Consider a motion to confirm filling the Finance Manager position with the preferred candidate, Ms. Taylor Bird.

   Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to confirm filling the Finance Manager position with the preferred candidate, Ms. Taylor Bird.

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

5. Operations & Capital Updates

   GRPU staff presented the Operations and Capital Updates.

CONTRACTS:

6. Consider a motion to ratify the agreement with Emergent Software for ArcGIS and City DB server migration scope of work in the amount of $22,145.00 to $31,820.00.

   Motion made by Secretary Francisco, Seconded by Commissioner Smith to ratify the agreement with Emergent Software for ArcGIS and City DB server migration scope of work in the amount of $22,145.00 to $31,820.00.

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

7. Consider a motion to approve the procurement contract with Thein Well for replacing well 6 pump for $33,471 and allow the General Manager to sign the contract.

   Motion made by Council Representative Blake, Seconded by Commissioner Saxhaug to approve the procurement contract with Thein Well for replacing well 6 pump for $33,471 and allow the General Manager to sign the contract.

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

REPORTS:

8. Monthly Reports

   Reviewed the GRPU Monthly Reports.

ADJOURNMENT:

There being no further business, the meeting adjourned at 4:55 PM.

Respectfully submitted,

Julie A Kennedy

Julie Kennedy, General Manager