



GRAND RAPIDS  
PUBLIC UTILITIES

*Service is Our Nature*

500 SE Fourth Street • Grand Rapids, Minnesota 55744

## ADMINISTRATION DEPARTMENT MONTHLY REPORT May 2022 Commission Meeting

### **Safety**

There were no OSHA recordable accidents in the Administration Department last month.

### **Office Closure**

- GRPU offices will be closed Monday, May 30 in observance of Memorial Day.

### **Staffing**

- Jim Thelen, Wastewater Treatment Plant Operator, submitted his notice of retirement for July 20, 2022.

### **Community Involvement**

- Solar Plus Battery Storage Ribbon Cutting – rescheduled to the afternoon on July 26.
- No Mow May Campaign (see attached info).

### **Projects Performed Last Month**

- New GRPU website went live April 15.
- New GRPU intranet went live May 5.
- First Round of Interviews for Journey Lineworker position.
- ICC Student Projects – landfill and solar.
- Held first Labor-Management Committee Meeting

### **Projects Scheduled for This Month**

- Complete hiring for Journey Lineworker position.
- Begin hiring for Wastewater Treatment Plant Operator position.
- NEMMPA meeting (see attached quarterly report from MP).
- Additional Teams and Intranet training for employees.
- Working with staff on WWTP & WTP future shift schedule changes.