



GRAND RAPIDS  
PUBLIC UTILITIES

*Service is Our Nature*

500 SE Fourth Street • Grand Rapids, Minnesota 55744

## ADMINISTRATION DEPARTMENT MONTHLY REPORT June 2022 Commission Meeting

### **Safety**

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

### **Office Closure**

- GRPU offices will be closed Monday, July 4 in observance of Independence Day.

### **Staffing**

- Eric Drotts, Maintenance III, began employment with GRPU on April 25, 2022.
- Blake Brewster, Apprentice Line Worker, begins employment with GRPU on June 6, 2022.
- Dain Walters, Summer Intern, begins contracted employment with GRPU on June 6, 2022.

### **Community Involvement**

- Solar Plus Battery Storage Ribbon Cutting – rescheduled to the afternoon on July 26.
- Economic Development discussions with City

### **Projects Performed Last Month**

- Completed Journey Line Worker hiring process.
- Additional Teams and Intranet training for employees.
- Assisted in the Sanitary Sewer Jetting contract review.
- Implement new CDL training requirements.

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

- Complete hiring for WWTP Operator position.
- Onboarding of Line Worker position.
- Storm Emergency EOP prep and mock test training.
- Continue shared network drive reconfiguration.
- Working with staff on WWTP & WTP future shift schedule changes.