



**GRAND RAPIDS
PUBLIC UTILITIES**
Service is Our Nature

GRAND RAPIDS PUBLIC UTILITIES COMMISSION MEETING MINUTES

Wednesday, February 09, 2022

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, February 9, 2022 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 Blake, Commissioner Luke Francisco, Commissioner Rick Smith

ABSENT: Secretary Kathy Kooda, with notice

Also present: General Manager Julie Kennedy, Business Services Manager Jean Lane, Electric Department Manager Jeremy Goodell, Water/Wastewater Department Manager Steve Mattson, Administrative/HR Assistant Carrie Jo Kruger and ICTV Representative.

PUBLIC FORUM:

None.

APPROVAL OF MINUTES:

1. Consider a motion to approve the minutes of the January 11, 2022 Regular Meeting and the January 25, 2022 Regular Work Session Meeting.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith to approve the minutes of the January 11, 2022 Regular Meeting and the January 25, 2022 Regular Work Session Meeting.

The motion carried by the following vote:

Voting Yea: President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, Commissioner Rick Smith.

VERIFIED CLAIMS:

2. Consider a motion to approve the verified claims for January 2022 in the amount \$2,058,302.14.

A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Blake to approve the verified claims for January 2022 in the amount \$2,058,302.14.

The motion carried by the following vote:

Voting Yea: President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, Commissioner Rick Smith

COMMISSION REPORTS:

Commissioner Rick Blake reported that DEED approved approximately \$450,000 for public infrastructure at the old Ainsworth site. He stated that the project is moving along and that it is a good thing for Grand Rapids and our new substation.

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.

A motion was made by Commissioner Rick Blake, Seconded by Commissioner Luke Francisco to approve the Consent Agenda as read.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Blake, Commissioner Francisco, Commissioner Smith

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

Approved by consent agenda vote.

4. Consider a motion to approve the contract with RESCO for steel power poles in the amount of \$28,958.20 and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

5. Consider a motion to approve the procurement contract with Barnum Companies for parts and installation for rebuilding the north gate at the combined service center for \$27,525.

Approved by consent agenda vote.

6. Consider a motion to order the preparation of plans, specifications, and bid package and authorize the advertisement of competitive bids for the televising of our wastewater collection system.

Approved by consent agenda vote.

7. Consider a motion to ratify the procurement contract with Loren Solberg Consulting for legislative professional services in an amount not to exceed \$10,000.00.

Approved by consent agenda vote.

8. Consider a motion to ratify the procurement contract with Midwest Communications for radio ad spots in the amount of \$6,000.

Approved by consent agenda vote.

9. Consider a motion to ratify the procurement contract with CB Technology Solutions, Inc. for IT professional services in an amount not to exceed \$23,100.00.

Approved by consent agenda vote.

10. Consider a motion to ratify the procurement contract with CW Technology for CW Care in the amount of \$5,284.00.

Approved by consent agenda vote.

11. Consider a motion to ratify the procurement contract with Eaton for MultiSpeak AMI Yukon Interface for \$4170.00.

Approved by consent agenda vote.

12. Consider a motion to ratify the procurement contract with Viking Electric for LED light fixtures in the amount of \$9,728.00.

Approved by consent agenda vote.

13. Consider a motion to ratify the procurement contract with RESCO for wood power poles in the amount of \$16,718.75.

Approved by consent agenda vote.

14. Consider a motion to ratify the procurement contract with Power Process Equipment for pump parts for rebuilding the Moyno 2000 primary sludge pump for \$16,594.28.

Approved by consent agenda vote.

15. Consider a motion to ratify the procurement contract with Power Process Equipment for the Moyno pump seal 675213R for \$3,262.50.

Approved by consent agenda vote.

16. Consider a motion to ratify the procurement contract with PSI Engineering for pump parts for rebuilding the Ingersol Dresser 4x3x6 D814 water pump for \$3,899.00.

Approved by consent agenda vote.

17. Consider a motion to ratify the procurement contract with PSI Engineering for two (2) 6" HP20T Telsa pumps for \$5,006.00.

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.

A motion was made by Commissioner Rick Smith, seconded by Commissioner Luke Francisco to approve the Regular Agenda as presented.

The motion carried by the following vote:

Voting Yea: President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, Commissioner Rick Smith

ADMINISTRATION:

18. Review Administration Department Monthly Report

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

BUSINESS SERVICES DEPARTMENT:

19. Review Business Services Department Monthly Report

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

20. Consider a motion to approve the 2022 workers' compensation premium coverage quotation regular premium option from the LCMIT in the amount of \$78,405, authorize the general manager to sign premium documents, and approve the payment of the 2022 insurance premium of \$78,405 to the LMCIT.

A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Smith to approve the 2022 workers' compensation premium coverage quotation regular premium option from the LMCIT in the amount of \$78,405, authorize the General Manager to sign premium documents, and approve the payment of the 2022 insurance premium of \$78,405 to the LMCIT.

The motion carried by the following vote:

Voting Yea: President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, Commissioner Rick Smith

ELECTRIC DEPARTMENT:

21. Review Electric Department Monthly Report

Electric Department Manager Jeremy Goodell reviewed the February Electric Department Report with the Commission.

22. Consider a motion to approve the Electric Department Rules Policy, E.001.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith to approve the Electric Department Rules Policy, E.001.

The motion carried by the following vote:

Voting Yea: President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, Commissioner Rick Smith

WATER AND WASTEWATER DEPARTMENT:

23. Review Water-Wastewater Department Monthly Report

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

SAFETY REPORT:

24. Review Safety Monthly Report

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

ADJOURNMENT:

By call of the chair, the regular meeting was declared adjourned at 4:53 PM.



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

The next Regular Work Session Meeting of the Commission is scheduled for Tuesday, February 22, 2022 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 is scheduled for Wednesday, March 9, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

