



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

**GRAND RAPIDS PUBLIC UTILITIES COMMISSION
MEETING MINUTES**

Wednesday, March 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, March 9 in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

The meeting was called to order by President Stanley at 4:06 PM.

CALL OF ROLL:

PRESENT: President Tom Stanley, Commissioner Rick Blake, Commissioner Rick Smith
ABSENT with notice: Secretary Luke Francisco, one vacancy

PUBLIC FORUM:

None

APPROVAL OF MINUTES:

1. Consider a motion to approve the minutes of the February 9, 2022 Regular Meeting.

A motion was made by Commissioner Rick Smith, Seconded by Commissioner Rick Blake to approve the February 9, 2022 minutes.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Blake, Commissioner Smith

VERIFIED CLAIMS:

2. Consider a motion to approve the verified claims for February 2022 in the amount of \$1,920,055.27.

A motion was made by Commissioner Rick Blake, Seconded by Commissioner Rick Smith to approve the verified claims for February 2022 in the amount of \$1,920,055.27.

The motion carried by the following vote:

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

COMMISSION REPORTS:

None.

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 made by Commissioner Rick Smith, Seconded by Commissioner Rick Blake to approve the Consent Agenda as read.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Blake, Commissioner Smith

- 3. Consider a motion to approve the City Treasurer’s Report and the Investment Activity Report for February 2022.

Approved by consent agenda vote.

- 4. Consider a motion to approve the sale of Mitsubishi FG35A 185T-S Forklift, Serial #AF13D-50020, “as is” condition to City of Grand Rapids for \$4,000.

Approved by consent agenda vote.

- 5. Consider a motion to approve the procurement contract with Triton for a 5 MVA transformer in the amount of \$124,565.00 and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

- 6. Consider a motion to approve the procurement contract with Schwing Bioiset for one screw section for the custom screw conveyor in the WWT solids process building for \$37,243.52

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.

- 7. Consider a motion to approve the regular agenda.

A motion made by Commissioner Rick Blake, Seconded by Commissioner Rick Smith to approve the Regular Agenda as presented.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Blake, Commissioner Smith

ADMINISTRATION:

- 8. Consider the election of the 2022 GRPU Commission Officers of President and Secretary.

President Stanley called for nominations for the office of Grand Rapids Public Utilities Commission President.

Commissioner Rick Blake nominated Tom Stanley for the office of President.

President Stanley called for additional nominations three times. Hearing none, President Stanley closed the nominations.

There being only one nomination for President, President Stanley called for the vote.

The motion carried by the following vote:

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

President Stanley called for nominations for the office of Grand Rapids Public Utilities Commission Secretary.

Commissioner Rick Smith nominated Commissioner Luke Francisco for the office of Commission Secretary, seconded by Commissioner Rick Blake.

President Stanley called for additional nominations three times. Hearing none, President Stanley closed the nominations.

There being only one nomination for Secretary, President Stanley called for the vote.

The motion carried by the following vote:

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

9. Consider a motion to declare a vacancy exists for the Maintenance I position and up to two more vacancies that may exist as a result of filling the Maintenance I position and authorize the internal postings for those vacancies.

A motion made by Commissioner Rick Smith, Seconded by Commissioner Rick Blake to declare a vacancy exists for the Maintenance I position and up to two more vacancies that may exist as a result of filling the Maintenance I position, and authorize the internal postings for those vacancies.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Blake, Commissioner Smith

10. Consider a motion to approve the updated Journey Line Worker position description, declare a vacancy exists, and authorize the internal posting and external advertising, if needed, for the position.

A motion made by Commissioner Rick Blake, Seconded by Commissioner Rick Smith to approve the updated Journey Line Worker position description, declare a vacancy exists, and authorize the internal posting and external advertising, if needed, for the position.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Blake, Commissioner Smith

11. Review Administration Department Monthly Report

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

BUSINESS SERVICES DEPARTMENT:

12. Review Business Services Department Monthly Report

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

ELECTRIC DEPARTMENT:

13. Review Electric Department Monthly Report

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

WATER AND WASTEWATER DEPARTMENT:

14. Review Water-Wastewater Department Monthly Report

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

SAFETY REPORT:

15. Review Safety Monthly Report

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

ADJOURNMENT:

By call of the chair, the regular meeting was declared adjourned at 4:45 PM.

Carrie Jo Kruger

The next Regular Meeting of the Commission is scheduled for Wednesday, April 13, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Regular Work Session is scheduled for Tuesday, March 22, 2022 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC'S desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, please contact our office at 218-326-7024 ext. 1 and we will provide you with a copy of the policy.

Tom Shewley

[Signature]