



GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

500 SE Fourth Street • Grand Rapids, Minnesota 55744

ADMINISTRATION DEPARTMENT MONTHLY REPORT December 2022 Commission Meeting

Safety

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

Staffing

- Jeremy Jones, WWTP Operator, began employment with GRPU on November 8, 2022.
- Glen Hodgson, Interim Manager, began employment with GRPU on November 15, 2022.
- Recognized monthly peer-to-peer employee appreciation awards (Jeff F, Brett D & Molly W).

Community Involvement

- Climate Action Plan / GreenSteps Assessment work with ICET volunteers.
- HSEM Sr. Officials Training – Communicating with the Public during Emergencies.
- City/GRPU Soup Luncheon Fundraiser for Second Harvest.
- 2023 City of Grand Rapids Council & Commission Meeting Dates (attached).

Projects Performed Last Month

- Electric Department Manager succession planning and offboarding.
- Maintenance II hire and WWTP Operator hiring process.
- Rate Design Review.

Projects Scheduled for This Month

- WWTP Operator onboarding.
- Electric Department Manager hiring process.
- Solar Plus Battery Storage Project communications.