



GRAND RAPIDS PUBLIC UTILITIES COMMISSION REGULAR WORK SESSION MEETING MINUTES

Wednesday, July 27, 2022

8:00 AM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Work Session Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, July 27, 2022 at 8:00 AM 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, Secretary Luke Francisco, Commissioner Nancy Saxhaug, Commissioner Rick Smith

ABSENT: Commissioner Rick Blake with notice

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

BUSINESS:

1. Consider a motion to approve \$193,945.20 of verified claims for June and July 2022.

Motion made by Secretary Francisco, Seconded by Commissioner Smith to approve \$193,945.20 of verified claims for June and July 2022.

The motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith

2. Commission Financial Report – Second Quarter June 30, 2022
Business Services Manager Jean Lane presented an improved Financial Report. The new layout includes numbers, graphs, narrative and fun facts. The new layout was well received by the Commission.
3. Draft Guidelines for the Grand Rapids Public Utilities Community Caring Fund at the Grand Rapids Area Community Foundation
Business Services Manager Jean Lane presented Draft Guidelines for the Grand Rapids Public Utilities Community Caring Fund at the Grand Rapids Area Community Foundation. General Manager Julie Kennedy provided explanations. The guidelines will be brought forward to the Commission for adoption.

4. Review and discuss two draft water and wastewater related policies.

Water/Wastewater Department Manager Steve Mattson reviewed and discussed two Water/Wastewater policies: Jurisdictional Boundaries and Sanitary Sewer Maintenance. Both policies will be presented for adoption at the next Regular meeting.

ADJOURNMENT:

By call of the chair, the Regular Work Session was declared adjourned at 9:30 AM.

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

A handwritten signature in blue ink that reads "Carrie Jo Kruger". The signature is written in a cursive, flowing style.

The next Regular Meeting of the Commission is scheduled for Wednesday, August 17, 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 Wednesday, August 31, 2022 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.