



GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

500 SE Fourth Street • Grand Rapids, Minnesota 55744

ADMINISTRATION DEPARTMENT MONTHLY REPORT February 2022 Commission Meeting

Safety

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

Office Closures

- GRPU offices will be closed on February 21, 2022 in observance of the Presidents' Day holiday.

Community Involvement

- MMUA Tom Bovitz Memorial Scholarship – applications due April 1, 2022 (see attachment).
- Frozen Fairways Golf Tournament – Forest Lake – GRPU provides temporary power
- Northwoods Pond Hockey Tournament – McKinney Lake – GRPU provides portable power

Projects Performed Last Month

- GRPU Annual Employee Meeting – January 18, 2022
- MMUA T&O Conference presentation with Jeremy on Solar plus Storage Project
- MMUA T&O Conference facilitator with Jeremy on MMUA mutual aid efforts for emergency events
- Onboarding new Maintenance III employee
- Assisted employees/retirees with transition to Medica health insurance coverage

Projects Scheduled for This Month

- GRPU Internal Communications Plan Development (intranet, document storage and retention).
- Employee Licenses/Certifications tracking program in new HR software.
- Legislative efforts for GRPU WTP Renovation Project and other utility related legislation.