



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING AGENDA

Wednesday, February 28, 2024

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission will be held on Wednesday, February 28, 2024 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:

PUBLIC FORUM:

APPROVAL OF MINUTES:

1. Consider a motion to approve the January 24, 2024 Regular Commission Meeting Minutes.

VERIFIED CLAIMS:

2. Consider a motion to approve \$1,321,171.66 in verified claims for January and February 2024.

COMMISSION REPORTS:

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.

3. Consider a motion to approve the procurement contract with Nelson Roofing for re-roofing the south portion of the GRPU Combined Service Center (CSC) for \$426,479 and authorize the General Manager to sign the contract.
4. Consider a motion to ratify the procurement contract with Martin's Snowplow and Equipment for a new snowplow for \$12,704.99.
5. Consider a motion to ratify the procurement contract with Tech Sales Co for flow meters for wells 4 and 6 for \$9,075.12.

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.

SAFETY REPORT:

6. Safe Drinking Water - *Legionella* Mitigation Update
7. Review Safety Monthly Report

ADMINISTRATION:

8. Consider a motion to ratify the 2024 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota Office of Management and Budget.
9. Consider a motion to approve the employee classification and compensation study conducted by Gallagher.
10. Consider a motion to approve the full lump sum merit pay allowed in the General Manager's employment agreement based on the Commissioners evaluation of her 2023 performance.
11. Consider a motion to approve the updated position description for Information Systems (IS) Utility Locator/GIS Technician and authorize the internal and external advertisement for the position.
12. Consider a motion to approve position description for Temporary Part-Time Administrative Assistant/Customer Service Representative and authorize the internal and external advertisement for the position.

BUSINESS SERVICES DEPARTMENT:

13. Consider a motion to approve a master subscription agreement and statement of work with SpryPoint Services Inc. for utility billing, customer portal, interval data management, and service orders and authorize the General Manager to sign documents.
14. Review Business Services Monthly Report

ELECTRIC DEPARTMENT:

15. Review Electric Utility Monthly Report

WATER AND WASTEWATER DEPARTMENT:

16. Review Water Utility Monthly Report
17. Review Wastewater Utility Monthly Report

ADJOURNMENT:

The next Work Session is scheduled for Wednesday, March 13, 2024 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 of the Commission is scheduled for Wednesday, March 27, 2024 at 4:00 PM 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 and we will provide you with a copy of the policy.