



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION

## MEETING MINUTES

Wednesday, April 24, 2024

4:00 PM

**President Stanley called the meeting to order at 4:02 pm.**

CALL OF ROLL:

**PRESENT: President Tom Stanley, Commissioner Nancy Saxhaug, Commissioner Dale Adams**

**STAFF: Jean Lane, Chad Troumbly, Steve Mattson, Mike LeClaire, Julie Kennedy, Vicki Probst**

**ABSENT WITH NOTICE: Secretary Luke Francisco, Commissioner Rick Smith**

PUBLIC FORUM:

**No one from the public was present.**

APPROVAL OF MINUTES:

1. Consider a motion to approve the March 13, 2024 Work Session Minutes and the March 27, 2024 Regular Meeting Minutes.

**Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve the March 13, 2024 Work Session Minutes and the March 27, 2024 Regular Meeting Minutes.**

**Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Adams**

VERIFIED CLAIMS:

2. Consider a motion to approve \$917,114.81 verified claims for March and April 2024.

**Motion made by Commissioner Saxhaug, Seconded by Commissioner Adams to approve \$917,114.81 verified claims for March and April 2024.**

**Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Adams**

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.

**Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve the consent agenda as presented.**

**Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Adams**

3. Consider a motion to confirm filling the Temporary Part-Time Administrative Assistant-Customer Service Representative position with the preferred candidate and confirm filling the Information Systems Utility Locator/GIS Technician position with the preferred candidate.

**Approved on consent agenda.**

4. Consider a motion to approve the procurement contract with Barnum Companies for upgrading the south gate at the combined service center for \$34,470.00 and allow the General Manager to sign the contract.

**Approved on consent agenda.**

5. Consider a motion to approve the procurement contract with Trident Process Inc. for one high speed gear box for an aeration basin mixer in the WWT secondary plant for \$41,450.01 and allow the General Manager to sign the contract.

**Approved on consent agenda.**

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.

**Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve the regular agenda as presented.**

**Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Adams**

SAFETY REPORT:

6. Review Safety Monthly Report

**Reviewed Safety Report.**

ADMINISTRATION:

**None.**

BUSINESS SERVICES DEPARTMENT:

7. Consider approving the Memorandum of Understanding between the City of Grand Rapids and Grand Rapids Public Utilities Commission related to the Oracle Public Sector Agreement for cloud-based software and services.

**Motion made by Commissioner Saxhaug, Seconded by Commissioner Adams to approve the Memorandum of Understanding between the City of Grand Rapids and Grand Rapids Public Utilities Commission related to the Oracle Public Sector Agreement for cloud-based software and services.**

**Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Adams**

8. Consider approving a public sector (master) agreement with Oracle NetSuite for Government for the joint purchase of an ERP cloud-based software system and authorize the General Manager to sign agreement.

**Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve a public sector (master) agreement with Oracle NetSuite for Government for the joint purchase of an ERP cloud-based software system and authorize the General Manager to sign agreement.**

**Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Adams**

9. Consider a motion to approve Resolution No. 04-24-24-02 accepting the 2023 audited annual comprehensive financial statements and related auditor's letters.

**Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve Resolution No. 04-24-24-02 accepting the 2023 audited annual comprehensive financial statements and related auditor's letters.**

**Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Adams**

ELECTRIC DEPARTMENT:

10. Review Electric Utility Monthly Report

**Report Reviewed.**

WATER AND WASTEWATER DEPARTMENT:

11. Consider a motion to approve and authorize the General Manager to sign the procurement contract with Corona Environmental for professional services for support with addressing Legionella and related water quality concerns for \$327,450.

**Motion made by Commissioner Saxhaug, Seconded by Commissioner Adams to approve and authorize the General Manager to sign the procurement contract with Corona Environmental for professional services for support with addressing Legionella and related water quality concerns for \$327,450.**

**Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Adams**

12. Legionella and Drinking Water Update

**Update Presented.**

13. Review Water Utility Monthly Report

**Report Reviewed.**

14. Review Wastewater Utility Monthly Report

**Report Reviewed.**

DEPARTMENT HEAD REPORT:

15. Administration Department Head Presentation

**Julie Kennedy presented the Administration Report.**

ADJOURNMENT:

**There being no further business, the meeting adjourned at 5:03 pm.**

**Respectfully Submitted,**

*Julie A Kennedy*

**Julie Kennedy, General Manager**