



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION

## MEETING MINUTES

Wednesday, March 19, 2025

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, March 19, 2025 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

**President Stanley called the meeting to order at 4:05PM**

CALL OF ROLL:

**PRESENT: President Tom Stanley, Secretary Luke Francisco, Commissioner Nancy Saxhaug, Commissioner Rick Smith**

**ABSENT: Council Representative Rick Blake with notice for the first half of the meeting.**

**OTHERS: Julie Kennedy, Jean Lane, Mike LeClaire, Chad Troumbly, Megan Sjostrand, Morgan Salo, Mac Graupman**

PUBLIC FORUM:

**Morgan Salo & Mac Graupman from Bolton and Menk**

ORGANIZATIONAL MEETING:

1. Consider the election of the GRPU Commission Officers of President and Secretary.

**Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to elect Tom Stanley as the GRPU Commission President.**

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

**Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug, to elect Luke Francisco as the GRPU Commission Secretary.**

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

APPROVAL OF MINUTES:

2. Consider a motion to approve the February 12, 2025 Work Session Minutes and the February 26, 2025 Regular Meeting Minutes.

**Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to approve the February 12, 2025 Work Session Minutes and the February 26, 2025 Regular Meeting**

**Minutes.**

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

**VERIFIED CLAIMS:**

3. Consider a motion to approve \$1,160,258.35 in verified claims for February and March 2025.

**Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve \$1,160,258.35 in verified claims for February and March 2025.**

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

**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 Secretary Francisco, Seconded by Commissioner Saxhaug to approve the consent agenda as presented.**

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

4. Consider a motion to ratify the procurement contract with OPG-3, Inc. for HR Infrastructure in the amount of \$10,250.

**Approved on consent agenda.**

5. Consider a motion to ratify the procurement contract with American Eagle Security Systems for safety and security needs, including door access and camera coverage at all facilities and authorize the General Manager to sign for \$131,519.40.

**Approved on consent agenda.**

6. Consider a motion to ratify the procurement contract with the Institute of Environmental Assessments, Inc. (IEA) for continuous radon monitoring in the amount of \$3,280.

**Approved on consent agenda.**

7. Consider a motion to ratify the procurement contract with Kem-Group USA for spherical media for the WTP aerator for \$5,022.

**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 Smith, Seconded by Commissioner Saxhaug to approve the regular agenda.**

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

**CONTRACTS:**

8. Consider a motion to approve the procurement contract with Bolton and Menk for preliminary engineering services for the design of the water treatment plant renovation project and authorize the General Manager to sign the contract for \$133,100.

**Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to approve the procurement contract with Bolton and Menk for preliminary engineering services for the design of the water treatment plant renovation project and authorize the General Manager to sign the contract for \$133,100.**

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

**BUSINESS:**

9. Review Operations & Capital Updates

**GRPU staff presented the Operations & Capital Updates.**

10. Consider a motion to approve the 2025/26 GRPUC Regular Work Session and Regular Meeting dates and times.

**Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the 2025/26 GRPUC Regular Work Session and Regular Meeting dates and times.**

**Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake**

11. Consider a motion to approve Resolution No. 03-19-25-04 Ratifying the Issuance and Sale of \$4,770,000 City of Grand Rapids, Minnesota General Obligation Bonds, Series 2025A

**Motion made by Secretary Francisco, Seconded by Council Representative Blake to approve Resolution No. 03-19-25-04 Ratifying the Issuance and Sale of \$4,770,000 City of Grand Rapids, Minnesota General Obligation Bonds, Series 2025A.**

**Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake**

12. Consider a motion to approve discontinuing the Electrical Water Heater Load Management Program effective June 30, 2025.

**Motion made by Council Representative Blake, Seconded by Commissioner Saxhaug to approve discontinuing the Electrical Water Heater Load Management Program effective June 30, 2025.**

**Voting Yea: President Stanley, Commissioner Smith, Council Representative Blake**

**REPORTS:**

13. GRPU Monthly Reports

**Reviewed the GRPU Monthly Reports**

ADJOURNMENT:

**There being no further business, the meeting adjourned at 5:09 PM.**

**Respectfully submitted,**

*Megan Sjostrand*

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