



## GRAND RAPIDS PUBLIC UTILITIES COMMISSION MEETING MINUTES

Wednesday, July 13, 2022

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, July 13, 2022 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:

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

Also present: General Manager Julie Kennedy, Business Services Manager Jean Lane, Electric Department Manager Jeremy Goodell, Water/Wastewater Department Manager Steve Mattson, Administrative/HR Assistant Carrie Jo Kruger, Pete Garsow of ICTV, and T.J. Otto from Minnesota Power.

### MINNESOTA POWER REPRESENTATIVE UPDATE:

TJ Otto, Minnesota Power Representative, provided an update on:

1) MP's anticipation of any projected risk of electricity shortage this summer with the recent news from MISO regarding the forecasted Capacity Shortfall to cover summer peaks, and

2) Status of the Solar Plus Battery Storage Project and any liquidated damages we can expect as a result of not being able to utilize the battery to reduce our peak.

### PUBLIC FORUM:

None.

### APPROVAL OF MINUTES:

1. Consider a motion to approve the minutes of the June 15, 2022 Regular Commission Meeting and the June 28, 2022 Regular Work Session Commission Meeting.

**Motion made by Secretary Francisco, Seconded by Commissioner Blake to approve the minutes of the June 15, 2022 Regular Commission Meeting and the June 28, 2022 Regular Work Session Commission Meeting.**

**The motion carried by the following vote:**

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

VERIFIED CLAIMS:

2. Consider a motion to approve \$1,697,140.50 of verified claims for June 2022.

**Motion made by Commissioner Blake, Seconded by Commissioner Smith to approve \$1,697,140.50 of verified claims for June 2022.**

**The motion carried by the following vote:**

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

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 Smith, Seconded by Commissioner Saxhaug to approve the consent agenda as read.**

**The motion carried by the following vote:**

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

3. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for June 2022.

**Approved by consent agenda vote.**

4. Consider a motion to approve re-numbering 12 existing GRPUC policies in accordance with the new policy structure.

**Approved by consent agenda vote.**

5. Consider ratification of Water/Wastewater Department and Electric Department request to reallocate the approved 2022 operations and capital budget per the adopted Budget and Financial Planning policy.

**Approved by consent agenda vote.**

6. Consider a motion to approve the semi-annual write off of uncollectible accounts receivable in the amount of \$3,783.38.

**Approved by consent agenda vote.**

7. Consider a motion to ratify the agreement with Itasca County allowing participation as a subscriber in the ARMER Radio system for an annual cost of \$7200, and to accept a donation of 40 ARMER Radios from Itasca County.

**Approved by consent agenda vote.**

8. Consider a motion to approve the third amendment to the AT&T communication lease for the addition of a generator to the North tower site and authorize the Commission President to sign the contract.

**Approved by consent agenda vote.**

9. Consider a motion to ratify the procurement contract with MacQueen Equipment for manhole Halo light kit for \$3,036.66.

**Approved by consent agenda vote.**

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 Blake, Seconded by Commissioner Saxhaug to approve the regular agenda as presented.**

**The motion carried by the following vote:**

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

ADMINISTRATION:

10. Review Administration Department Monthly Report

General Manager Julie Kennedy reviewed the July Administration Department Report with the Commission.

BUSINESS SERVICES DEPARTMENT:

11. Consider a motion to adopt Resolution Number 07-13-22-4 approving the Customer Interaction and Customer Utility Services policies.

**Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to adopt Resolution Number 07-13-22-4 approving the Customer Interaction and Customer Utility Services policies and rescind Resolution Number 5-11-11-1.**

**The motion carried by the following vote:**

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

12. Consider a motion to approve the procurement contract with Dave Berg Consulting, LLC for \$38,000.00 for the electric and water/wastewater cost of service studies.

**Motion made by Commissioner Blake, Seconded by Secretary Francisco to approve the procurement contract with Dave Berg Consulting, LLC for \$38,000.00 for the electric and water/wastewater cost of service studies.**

**The motion carried by the following vote:**

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

13. Business Services Department Monthly Review  
Business Services Manager Jean Lane reviewed the July Business Services Department Report with the Commission.

#### ELECTRIC DEPARTMENT:

14. Review Electric Department Monthly Report

Electric Department Manager Jeremy Goodell reviewed the July Electric Department Report with the Commission.

#### WATER AND WASTEWATER DEPARTMENT:

15. Review Water-Wastewater Department Report

Water/Wastewater Department Manager Steve Mattson reviewed the July Water and Wastewater Department Report with the Commission.

#### SAFETY REPORT:

16. Review Safety Monthly Report

General Manager Julie Kennedy reviewed the July Safety Report with the Commission.

#### ADJOURNMENT:

By call of the chair, the meeting was declared adjourned by President Stanley at 5:15 PM.

The next Regular Work Session is scheduled for 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.

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.

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

*Carrie Jo Kruger* *Tom Stanley* *[Signature]*

*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.*