



# **GRAND RAPIDS PUBLIC UTILITIES COMMISSION**

## **MEETING MINUTES**

**Wednesday, October 18, 2023**

**4:00 PM**

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

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

**ABSENT: Secretary Luke Francisco with notice**

**STAFF: Julie Kennedy, Steve Mattson, Chad Troumbly, Jean Lane and Megan Pehrson**

**PUBLIC FORUM:**

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

**APPROVAL OF MINUTES:**

1. Consider a motion to approve the September 18, 2023 Regular Commission Minutes, the September 26, 2023 Special Commission Minutes, and the September 27, 2023 Work Session Minutes.

**Motion made by Commissioner Smith, Seconded by Commissioner Adams to approve the September 18, 2023 Regular Commission Minutes, the September 26, 2023 Special Commission Minutes, and the September 27, 2023 Work Session Minutes.**

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

**VERIFIED CLAIMS:**

2. Consider a motion to approve \$1,703,895.41 of verified claims for September 2023.

**Motion made by Commissioner Adams, Seconded by Commissioner Smith to approve \$1,703,895.41 of verified claims for September 2023.**

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

3. Consider a motion to approve the City Treasurer's Report for September 2023

**Approved on consent agenda.**

4. Consider a motion to approve the first amendment to the New Cingular communication lease for the middle tower site and authorize the General Manager to sign the contract.

**Approved on consent agenda.**

5. Consider a motion to ratify the procurement contract with MN Pump Works for a sewage ejector system for the WTP for \$11,834.

**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 Smith to approve the regular agenda as presented.**

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

SAFETY REPORT:

6. Review Safety Monthly Report

**Reviewed Safety Monthly Report**

BUSINESS SERVICES DEPARTMENT:

7. Consider approving a \$220,834 professional auditing service contract for 2023-2028 with CLA (Clifton Larson Allen) LLP for Grand Rapids Public Utilities and authorize the GM to sign the Agreement.

**Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve a \$220,834 professional auditing service contract for 2023-2028 with CLA (Clifton Larson Allen) LLP for Grand Rapids Public Utilities and authorize the GM to sign the Agreement. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

8. Consider a motion to approve Resolution No. 10-18-23-14 approving the issuance and sale of General Obligation (GO) Utility Revenue Bonds, Series 2023B (Public Utilities Commission) by the City of Grand Rapids, Minnesota in the Approximate Aggregate Principal Amount of \$4,755,000.

**Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve Resolution No. 10-18-23-14 approving the issuance and sale of General Obligation (GO) Utility Revenue Bonds, Series 2023B (Public Utilities Commission) by the City of Grand Rapids, Minnesota in the Approximate Aggregate Principal Amount of \$4,755,000.  
Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams**

9. Review Business Services Monthly Report

**Reviewed Business Services Monthly Report**

**ELECTRIC DEPARTMENT:**

10. Review Electric Utility Monthly Report

**Reviewed Electric Utility Monthly Report**

**WATER AND WASTEWATER DEPARTMENT:**

11. Review Wastewater Utility Monthly Report

**Reviewed Wastewater Utility Monthly Report**

12. Review Water Utility Monthly Report

**Reviewed Water Utility Monthly Report**

**DEPARTMENT HEAD PRESENTATION:**

13. W & WW Department Head Presentation

**Water & Wastewater Department Manager Steve Mattson gave the Water & Wastewater Department Head Presentation**

**ADJOURNMENT:**

**There being no further business, the meeting was adjourned at 4:55PM.**

**Respectfully submitted,**

**Megan Pehrson, Executive Assistant**