



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Thursday, October 23, 2025

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 Thursday, October 23, 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.

CALL OF ROLL:

PRESENT: President Tom Stanley, Commissioner Nancy Saxhaug, Commissioner Rick Smith

ABSENT: Secretary Luke Francisco, Council Representative Rick Blake with notice

OTHERS PRESENT: Steve Mattson, Jean Lane, Chad Troumbly, Taylor Bird, Julie Kennedy

PUBLIC FORUM:

No one from the public was present.

APPROVAL OF MINUTES:

1. Consider a motion to approve the September 10, 2025 Work Session Minutes and September 24, 2025 Regular Meeting Minutes.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the September 10, 2025 Work Session Minutes and September 24, 2025 Regular Meeting Minutes.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith

VERIFIED CLAIMS:

2. Consider a motion to approve \$300,034.42 in verified claims for October 2025.

Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to approve \$300,034.42 in verified claims for October 2025.

Voting Yea: President Stanley, 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.

President Stanley requested Item 3, authorization of the sale of a surplus vehicle, be pulled from the consent agenda and placed on the regular agenda.

3. Consider a motion to authorize the sale of a surplus vehicle to the city or at an auction.

Moved to Item 5A on regular 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 with the addition of Item 3 on the consent agenda, the authorization of the sale of a surplus vehicle, being added to the regular agenda item 5A.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith.

OPERATIONS & CAPITAL BUSINESS:

4. Operations & Capital Updates

GRPU staff presented the Operations and Capital Updates.

5. Consider a motion to approve the updated GRPU's Employee Sick and Safe Time (ESST) Policy to align with recent changes to Minnesota state law and ensure compliance with policy requirements.

Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to approve the updated GRPU's Employee Sick and Safe Time (ESST) Policy to align with recent changes to Minnesota state law and ensure compliance with policy requirements.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith

- 5A. Consider a motion to authorize the sale of a surplus vehicle to the city or at an auction.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to authorize the sale of a surplus vehicle to the city or at an auction.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith

CONTRACTS:

6. Consider a motion to approve change order #1 in the amount of \$12,700 for ELCP5038, Tioga Substation Expansion Project.

Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to approve change order #1 in the amount of \$12,700 for ELCP5038, Tioga Substation Expansion Project.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith

7. Consider a motion to approve the procurement contract with Northwestern Power Equipment for a new high service pump number 2 for the water plant for \$55,729 and authorize the General Manager to sign the contract.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the procurement contract with Northwestern Power Equipment for a new high service pump number 2 for the water plant for \$55,729 and authorize the General Manager to sign the contract.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith

REPORTS:

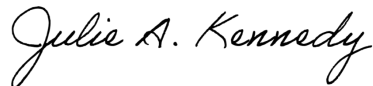
8. Monthly Reports

Reviewed the GRPU Monthly Reports.

ADJOURNMENT:

There being no further business, the meeting adjourned at 4:38 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Julie A. Kennedy".

Julie Kennedy, General Manager