



**GRAND RAPIDS PUBLIC UTILITIES COMMISSION  
WORK SESSION  
MEETING MINUTES**

**Wednesday, September 10, 2025**

**8:00 AM**

CALL TO ORDER: Pursuant to due notice and call thereof, a Work Session Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, September 10, 2025 at 8:00 AM 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 8:00 AM.**

CALL OF ROLL:

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

**ABSENT: Council Representative Rick Blake with notice**

**OTHERS: Steve Mattson, Mike LeClaire, Chad Troumbly, Julie Kennedy**

BUSINESS:

1. Consider a motion to ratify \$277,345.17 in verified claims for August and September 2025.

**Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to ratify \$277,345.17 in verified claims for August and September 2025.**

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

**Voting Abstaining: President Stanley**

2. Operations & Capital Updates

**GRPU staff presented an update on the go-live progress of the new utility billing system.**

3. Strategic Plan Annual Review

**Julie Kennedy facilitated a Commissioner discussion focused on the submitted reviews for the Strategic Plan update.**

ADJOURNMENT:

**There being no further business, the meeting was adjourned at 9:30 AM.**

**Respectfully submitted,**

**Julie Kennedy**