GRAND RAPIDS PUBLIC UTILITIES COMMISSION MEETING MINUTES

Wednesday, June 24, 2026

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, June 24, 2026 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 4:00 PM.

CALL OF ROLL:

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

ABSENT: Commissioner Nancy Saxhaug, Council Representative Rick Blake with notice

OTHERS: Julie Kennedy, Michael LeClaire, Megan Sjostrand

PUBLIC FORUM:

No one from the public was present.

APPROVAL OF MINUTES:

1. Consider a motion to approve the May 13, 2026 Work Session and the May 27, 2026 Regular Meeting Minutes.

   Motion made by Commissioner Smith, Seconded by Secretary Francisco to approve the May 13, 2026 Work Session and the May 27, 2026 Regular Meeting Minutes.
   Voting Yea: President Stanley, Secretary Francisco, Commissioner Smith

VERIFIED CLAIMS:

2. Consider a motion to approve $431,221.53 in verified claims for June 2026.

   Motion made by Secretary Francisco, Seconded by Commissioner Smith to approve $431,221.53 in verified claims for June 2026.
   Voting Yea: President Stanley, Secretary Francisco, 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 Commissioner Smith, Seconded by Secretary Francisco to approve the consent agenda as presented.
Voting Yea: President Stanley, Secretary Francisco, Commissioner Smith

3. Consider a motion to approve the June 2026 semi-annual write off of $536.28 uncollectible accounts receivable.

   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 Secretary Francisco, Seconded by Commissioner Smith to approve the regular agenda as presented.
Voting Yea: President Stanley, Secretary Francisco, Commissioner Smith

OPERATIONS & CAPITAL BUSINESS:

4. Consider a motion to ratify Grand Rapids Public Utilities request for an extension of the 2025 audit submission to the Office of the Minnesota State Auditor.

   Motion made by Secretary Francisco, Seconded by Commissioner Smith to ratify Grand Rapids Public Utilities request for an extension of the 2025 audit submission to the Office of the Minnesota State Auditor.
   Voting Yea: President Stanley, Secretary Francisco, Commissioner Smith

5. Operations & Capital Updates

   GRPU staff presented the Operations & Capital Updates.

CONTRACTS:

REPORTS:

6. Monthly Reports

   Reviewed the GRPU Monthly Reports.

ADJOURNMENT:

There being no further business, the meeting adjourned at 4:20 PM.

Respectfully submitted,

Megan Sjostrand

Megan Sjostrand