



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION

## MEETING MINUTES

Wednesday, November 17, 2021

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, November 17, 2021 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 Kathy Kooda, Commissioner Luke Francisco, Commissioner Rick Smith

**ABSENT with notice:** Commissioner Rick Blake

**PUBLIC FORUM:**

MP Presentation on Resale Energy Adjustments

TJ Otto (Strategic Accounts) and Laurel Udenberg (Manager of Energy Supply) presented information on Resale Energy Adjustments.

**APPROVAL OF MINUTES:**

1. Consider a motion to approve the minutes of the October 12, 2021 Regular meeting and the October 26, 2021 Special meeting.

Motion made by Secretary Kooda, Seconded by Commissioner Smith.

Voting Yea: President Stanley, Secretary Kooda, Commissioner Francisco, Commissioner Smith

**VERIFIED CLAIMS:**

2. Consider a motion to approve the verified claims for October 2021 in the amount \$2,181,865.34 (Computer Check Register \$1,726,047.21 and Manual Check Register \$455,818.13).

Motion made by Commissioner Francisco, Seconded by Secretary Kooda.

Voting Yea: President Stanley, Secretary Kooda, Commissioner 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 Commissioner Francisco.

Voting Yea: President Stanley, Secretary Kooda, Commissioner Francisco, Commissioner Smith

3. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for October 2021
4. Consider a motion to authorize the sale and/or disposal of surplus property.
5. Consider a motion to ratify the procurement contract with Widseth for a Solar Plus Battery Storage study for \$5,000.00.
6. Consider a motion to ratify the procurement contract with Bell Lumber & Pole Company for eight 50 foot power poles for \$11,304.00.
7. Consider a motion to ratify the procurement contract with Ferguson Enterprises for one Water Specialties flow meter (SP-VF32D-08) for \$3,717.00.
8. Consider a motion to ratify the procurement contract with Mulcahy Enterprises for one Water Furnace heat pump (MG6639) for \$2,607.00
9. Consider a motion to ratify the procurement contract with WDIO for video production and a commercial spot not to exceed \$4,240.00.
10. Consider a motion to approve the new Wastewater Operations Director position description, declare a vacancy exists, and authorize the internal posting for the position.

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 Secretary Kooda.

Voting Yea: President Stanley, Secretary Kooda, Commissioner Francisco, Commissioner Smith

#### ADMINISTRATION:

11. Review Administration Department Report.

General Manager Kennedy reviewed the November Administration Department Report with the Commission

12. Consider a motion to approve the updated Maintenance III position description, declare a vacancy exists, and authorize the internal posting and external advertising, if needed, for the position.

Motion made by Secretary Kooda, Seconded by Commissioner Smith.

Voting Yea: President Stanley, Secretary Kooda, Commissioner Francisco, Commissioner Smith

**BUSINESS SERVICES DEPARTMENT:**

13. Review Monthly Department Report.

Business Service Manager Lane reviewed the November Business Services Department Report with the Commission.

**ELECTRIC DEPARTMENT:**

14. Review Electric Department Report

Electric Department Manager Goodell reviewed the November Electric Department Report with the Commission.

**WATER AND WASTEWATER DEPARTMENT:**

15. Review Water-Wastewater Department Report

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

**SAFETY REPORT:**

16. Review Safety Report.

General Manager Kennedy reviewed the November Safety Report with the Commission.

**ADJOURNMENT:**

By call of the chair, the regular meeting was declared adjourned at 5:10 PM.

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



The next Special Meeting/Work Session is scheduled for Tuesday, November 30, 2021 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, December 15, 2021 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

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 ext. 1 and we will provide you with a copy of the policy.