



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION

## MEETING MINUTES

Wednesday, December 15, 2021

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 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, Grand Rapids, Minnesota.

**CALL OF ROLL:**

**PRESENT:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, Commissioner Rick Smith.

**Others Present:** General Manager Julie Kennedy, Business Services Manager Jean Lane, Electric Department Manager Jeremy Goodell, Water/Wastewater Department Manager Steve Mattson, Administrative/HR Assistant Carrie Kruger, and Pete Garsow of ICTV.

**PUBLIC FORUM:** None present.

**APPROVAL OF MINUTES:**

1. Consider a motion to approve the minutes of the November 3, 2021 special meeting, the November 17, 2021 regular meeting and the November 30, 2021 special meeting.

Motion made by Commissioner Blake, Seconded by Secretary Kooda.

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

**VERIFIED CLAIMS:**

2. Consider a motion to approve the verified claims for November 2021 in the amount \$1,876,128.53 (Computer Check Register \$1,409,568.96 and Manual Check Register \$466,559.57).

Motion made by Commissioner Francisco, Seconded by Commissioner Smith.

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

**COMMISSION REPORTS:** No items.

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.

Commissioner Blake made a motion to remove item #4 from the consent agenda for lack of content, seconded by Commissioner Francisco.

NEED TO ADD THE MOTION AND SECOND.

3. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for November 2021
4. 2022 City Calendar.
5. Consider a motion to ratify the procurement contract with Midwest Communications for radio ad spots in the amount of \$2,480.
6. Consider a motion to confirm filling the Wastewater Operations Director position with the preferred applicant, Mr. Jeff Frost.

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.

ADMINISTRATION DEPARTMENT:

7. General Manager Kennedy reviewed the December Administration Department Report with the Commission.
8. Consider a motion to update the GRPU Personal Policy Section 8.8.6, pertaining to the donation of PTO.

Motion made by Secretary Kooda, Seconded by Commissioner Francisco.

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

BUSINESS SERVICES DEPARTMENT:

9. Business Services Manager Lane reviewed the December Business Services Department Report with the Commission.
10. Consider a motion to approve the 2022 Electric, Water, and Wastewater rate schedules.

Motion made by Commissioner Smith, Seconded by Commissioner Blake.

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

11. Consider a motion to adopt the GRPU 2022 Operations and Capital Budget as presented.

Motion made by Commissioner Blake, Seconded by Secretary Kooda.

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

#### ELECTRIC DEPARTMENT:

12. Electric Department Manager Goodell reviewed the December Electric Department Report with the Commission.
13. Consider a motion to approve the Electric Service Agreement with Minnesota Power for 2022 to 2029 and authorize the Commission President to sign the Agreement, along with Attachment D specific to Grand Rapids.

Motion made by Commissioner Blake, Seconded by Secretary Kooda.

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

#### WATER AND WASTEWATER DEPARTMENT:

14. Water/Wastewater Department Manager Mattson reviewed the December Water and Wastewater Department Report with the Commission.
15. Consider a motion to award the contract for 2022 Sludge Placement to JRadtke Trucking in the amount of \$64,240 and authorize the Commission President to sign the contract.

Motion made by Commissioner Smith, Seconded by Commissioner Francisco.

Voting Yea: President Stanley, Commissioner Blake, Commissioner Francisco, Commissioner Smith.

#### SAFETY:

16. General Manager Kennedy reviewed the December Safety Report with the Commission.

#### ADJOURNMENT:

By call of the chair, the regular meeting was declared adjourned at 4:50 PM.

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



The next Regular Meeting of the Commission is scheduled for Tuesday, January 11, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Special meeting/Work Session is scheduled for Tuesday, January 25, 2022 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.