



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, April 19, 2023

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, April 19, 2023 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 Luke Francisco, Commissioner Nancy Saxhaug, Commissioner Rick Smith, Commissioner Dale Adams

Staff Present: General Manager Julie Kennedy, Electric Manager Chad Troumbly, Water/Wastewater Manager Steve Mattson, ICTV Representative

PUBLIC FORUM: None

APPROVAL OF MINUTES:

1. Consider a motion to approve the March 8, 2023 Regular Commission Minutes and the March 22, 2023 Regular Work Session Minutes.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the March 8, 2023 Regular Commission Minutes and the March 22, 2023 Regular Work Session Minutes. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

VERIFIED CLAIMS:

2. Consider a motion to approve \$3,201,351.91 of verified claims for March 2023.

Motion made by Commissioner Adams, Seconded by Commissioner Smith to approve the verified claims. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

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 Saxhaug, Seconded by Secretary Francisco to approve the consent agenda. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug,

Commissioner Smith, Commissioner Adams

3. Consider a motion to confirm filling the Wastewater Treatment Plant Operator position with the preferred candidate, Mr. Ronald Guertin.
4. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for March 2023.
5. Consider a motion to ratify the procurement contract with irby, an electrical supply distributor for one underground cable cutter for \$4,190.00.
6. Consider a motion to ratify the procurement contract with Thein Well Company for the rehabilitation of well number 2 for \$20,055.
7. Consider a motion to ratify the procurement contract with Novaspect Inc for the WTP main valve for \$13,403.39.
8. Consider a motion to ratify the procurement contract with Power Process Equipment for the WTP sludge pump for \$9,923.
9. Consider a motion to ratify the procurement contract with Keller Fence Company North for security fencing for the WTP and wells for \$20,873.70.
10. Consider a motion to ratify the procurement contract with McCoy Construction and Forestry for forks for the WWT loader for \$9,500.
11. Consider a motion to ratify the procurement contract with Ferguson Enterprises for valves for the bleach tank project for \$4,410.
12. Consider a motion to ratify the procurement contract with Stantec Consulting Services for engineering services for Landfill Phases 1-4/Kettle D for \$23,940.

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

SAFETY REPORT:

13. Review Safety Monthly Report

ADMINISTRATION:

14. Consider a motion to approve the full lump sum merit pay allowed in the General Manager's employment contract based on the Commissioners evaluation of her 2022 performance.

Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve the full lump sum merit pay allowed in the General Manager's employment contract based on the Commissioners evaluation of her 2022 performance. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

15. Consider a motion to approve the 2023-2024 services agreement with the City of LaPrairie.

Motion made by Secretary Francisco, Seconded by Commissioner Smith to approve the 2023-2024 services agreement with the City of LaPrairie. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

16. Recognize staff for being awarded the GFOA's Certificate of Achievement for Excellence in Financial Reporting.

17. Review Administration Monthly Report

ELECTRIC DEPARTMENT:

18. Review Electric Utility Monthly Report

WATER AND WASTEWATER DEPARTMENT:

19. Review Water Utility Monthly Report

20. Review Wastewater Utility Monthly Report

DEPARTMENT HEAD PRESENTATION:

21. Department Head Presentation - Electric Manager, Chad Troumbly

ADJOURNMENT:

There being no further business, the meeting adjourned at 4:50 PM.

Respectfully submitted:

Julie Kennedy

Julie Kennedy, General Manager