



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING AGENDA

Wednesday, June 25, 2025
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 25, 2025 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:

PUBLIC FORUM:

APPROVAL OF MINUTES:

1. Consider a motion to approve the May 28, 2025 Regular Meeting Minutes.

VERIFIED CLAIMS:

2. Consider a motion to approve \$697,131.80 in verified claims for May and June 2025.

COMMISSION REPORTS:

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.

3. Consider a motion to ratify the agreement with Paul Bunyan Communications for Business Internet Services for a monthly fee of \$900.00.
4. Consider a motion to ratify the procurement contract with NOS Automation for a panel view, PLC and programming for the water booster station for \$24,000.
5. Consider a motion to ratify the procurement contract with NOS Automation for two VFD's for the water booster station pumps for \$14,000.
6. Consider a motion to ratify the procurement contract with Stantec Consulting Services Inc. for engineering services for updating drawings and information for the landfill permit for \$20,000.
7. Consider a motion to ratify the procurement contract with High Standards Landscaping for lawn mowing services for W-WW and Electric departments for \$10,920.

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.

CONTRACTS:

OPERATIONS & CAPITAL BUSINESS:

8. Operations & Capital Updates

9. Consider a motion to approve the revised Minnesota Pay Equity Compliance Report and authorize submission to the Minnesota Office of Management and Budget to address and resolve the previously identified noncompliance.

10. Consider a motion to confirm continuing employment with Linda George as a temporary part-time accounting specialist.

11. Consider a motion to declare a Journey Line Worker vacancy exists, approve the updated job description, and authorize the internal posting and external advertising for the position.

12. Consider a motion to approve the updated job description for the Finance Manager and authorize the internal and external advertisement for the position.

REPORTS:

13. Monthly Reports

ADJOURNMENT:

The next Work Session is scheduled for Wednesday, July 9, 2025 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, July 23, 2025 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 and we will provide you with a copy of the policy.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION
MEETING MINUTES
Wednesday, May 28, 2025
4:00 PM

President Stanley called the meeting to order at 4:02PM

CALL OF ROLL:

PRESENT: President Tom Stanley, Secretary Luke Francisco, Commissioner Nancy Saxhaug, Council Representative Rick Blake

ABSENT: Commissioner Rick Smith with notice

OTHERS: Julie Kennedy, Steve Mattson, Mike LeClaire, Chad Troumbly, Megan Sjostrand

PUBLIC FORUM:

No one from the public was present

APPROVAL OF MINUTES:

1. Consider a motion to approve the April 9, 2025 Work Session Minutes and the April 30, 2025 Regular Meeting Minutes.

Motion made by Commissioner Saxhaug, Seconded by Council Representative Blake to approve the April 9, 2025 Work Session Minutes and the April 30, 2025 Regular Meeting Minutes.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

VERIFIED CLAIMS:

2. Consider a motion to approve \$2,236,580.69 in verified claims for April and May 2025.

Motion made by Secretary Francisco, Seconded by Commissioner Saxhaug to approve \$2,236,580.69 in verified claims for April and May 2025.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

COMMISSION REPORTS:

Commissioner Blake announced to City Council that Grand Rapids Public Utilities is hosting an MMUA event in June.

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 Council Representative Blake, Seconded by Commissioner Saxhaug to approve the consent agenda as presented.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Blake

3. Consider a motion to authorize the sale and/or disposal of surplus property.

Approved on consent agenda.

4. Consider a motion to ratify the agreement with Paul Bunyan Communications for a one-time installation fee of \$3,372.74 and for Managed Voice Services of an estimated monthly fee of \$673.75.

Approved on consent agenda.

5. Consider a motion to ratify the agreement with eGold Fax for a one-time installation fee of \$285.00 and an annual fee of \$371.88.

Approved on consent agenda.

6. Consider a motion to ratify the agreement with Metro Sales Fax for a Purchase of a TROY MICR printer in the amount of \$2,500.00 and quarterly service contract base amount of \$149.80.

Approved on consent agenda.

7. Consider a motion to ratify the agreement with Emergent Software for modification to Mobile Device Management for an amount not to exceed \$9,000.00.

Approved on consent agenda.

8. Consider a motion to ratify the procurement contract with Trenchers Plus for a spool trailer for \$8,880 and authorize the disposal of older trailer.

Approved on consent agenda.

9. Consider a motion to ratify the procurement contract with Thein Well for repairing well 3 pump for \$19,970.

Approved on consent agenda.

10. Consider a motion to ratify the procurement contract with Quality Flow for a new leachate pump for the sludge landfill for \$10,750.

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 Saxhaug to approve the regular agenda.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

CONTRACTS:

11. Consider a motion to approve the procurement contract based on time and material with Lake States Construction for minor electrical construction and restoration for the calendar year of 2025 and authorize the General Manager to sign the contract, for an amount not to exceed \$80,000.

Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to approve the procurement contract based on time and material with Lake States Construction for minor electrical construction and restoration for the calendar year of 2025 and authorize the General Manager to sign the contract, for an amount not to exceed \$80,000.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

12. Consider a motion to approve the procurement contract with Rob's Bobcat Service Inc. for vegetation control and restoration services for the 2025 calendar year and authorize the General Manager to sign the contract, for an amount not to exceed \$75,000.

Motion made by Council Representative Blake, Seconded by Commissioner Saxhaug to approve the procurement contract with Rob's Bobcat Service Inc. for vegetation control and restoration services for the 2025 calendar year and authorize the General Manager to sign the contract, for an amount not to exceed \$75,000.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Council Representative Blake

OPERATIONS & CAPITAL UPDATES:

13. Operations & Capital Updates

GRPU Management Team presented the Operations & Capital Updates

REPORTS:

14. Monthly Reports

Reviewed the GRPU Monthly Reports

ADJOURNMENT:

There being no further business, the meeting adjourned at 4:47 PM.

Respectfully submitted,

Megan Sjostrand

Megan Sjostrand



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to approve \$697,131.80 in verified claims for May and June 2025.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

See attached check registers:

Computer check register \$116,117.61
Manual check register \$581,014.19

Total \$697,131.80

RECOMMENDATION:

Approve \$697,131.80 in verified claims for May and June 2025.

Grand Rapids Public Utilities
Accounts Payable
May/June 2025
(Meeting Date: 6/25/2025)

Item 2.

| NAME | AMOUNT |
|----------------------------|------------|
| Emergent Software | 27,058.00 |
| Fastenal | 440.33 |
| Figgins Truck & Trailer | 1,791.34 |
| Frontier Energy | 6,237.50 |
| InLighten | 788.00 |
| Johnson, Killen & Seiler | 1,796.30 |
| Locators & Supplies | 533.11 |
| MN Rural Water Association | 425.00 |
| Personnel Dynamics | 944.59 |
| Pioneer Critical Power | 2,144.00 |
| RCB | 49.78 |
| Rychart Window Cleaning | 1,235.00 |
| SSP Innovations | 23,000.00 |
| Stantec | 19,829.75 |
| TNT Construction | 3,880.00 |
| Waste Management | 6,094.31 |
| Wincan | 5,300.00 |
| WUSZ-FM | 440.00 |
| Xerox | 80.33 |
| Energy Efficiency Rebate: | |
| Circle K | 13,910.27 |
| Otten, Tom | 35.00 |
| Scalice, Sophia | 105.00 |
| | <hr/> |
| | 116,117.61 |

May 2025 Check Register

Item 2.

| Document D: Check # | Vendor Name | Document Amount | |
|--------------------------|--|-----------------|-----------|
| 5/2/2025 5368 | Public Employees Retirement Association | 19,915.38 | 5/2/2025 |
| 5/2/2025 5369 | MN Department of Revenue | 5,836.29 | 5/2/2025 |
| 5/2/2025 5370 | Wells Fargo Bank | 33,853.17 | 5/2/2025 |
| 5/2/2025 5371 | Empower Retirement | 11,206.74 | 5/2/2025 |
| 5372-5380 | Used in April | | |
| 5/1/2025 5381 | Northeast Service Cooperative | 64,355.48 | 5/31/2025 |
| 5/1/2025 5382 | Northeast Service Cooperative | 4,969.00 | 5/31/2025 |
| 5/1/2025 5383 | UNUM Life Insurance Company of America | 4,377.96 | 5/31/2025 |
| 5/6/2025 5384 | WEX Health | 1,168.16 | 5/31/2025 |
| 5/20/2025 5385 | MN Department of Revenue | 82,423.00 | 5/31/2025 |
| 5/8/2025 5386 | Invoice Cloud | 3,541.65 | 5/31/2025 |
| 5/20/2025 5387 | Public Employees Retirement Association | 18,689.48 | 5/20/2025 |
| 5/20/2025 5388 | MN Department of Revenue | 5,372.61 | 5/20/2025 |
| 5/20/2025 5389 | Wells Fargo Bank | 31,510.66 | 5/20/2025 |
| 5/20/2025 5390 | Empower Retirement | 10,568.73 | 5/20/2025 |
| 5/20/2025 5391 | WEX Health | 1,168.16 | 5/31/2025 |
| 5/12/2025 5392 | WEX Health | 50.00 | 5/31/2025 |
| 5/21/2025 5393 | WEX Health | 40.72 | 5/31/2025 |
| 5394-5397 | Used in June | | |
| 5/8/2025 5398 | Wells Fargo PCard | 9,925.17 | 5/8/2025 |
| 5/2/2025 84489 | Voided | | 5/2/2025 |
| 5/2/2025 84490 | Kennedy Julie | 863.92 | 5/2/2025 |
| 5/5/2025 84552 | MN Child Support Payment Center | 427.31 | 5/5/2025 |
| 5/5/2025 84553 | NCPERS Group Life Insurance | 80.00 | 5/5/2025 |
| 5/8/2025 84554 | City of LaPrairie | 16,511.08 | 5/31/2025 |
| 5/13/2025 84555 | Postage By Phone System | 5,000.00 | 5/13/2025 |
| 5/20/2025 84556 | MN Child Support Payment Center | 427.31 | 5/20/2025 |
| 5/20/2025 84557 | MN Council 65 | 1,855.80 | 5/20/2025 |
| 5/23/2025 84558 | Customer Refunds Utility Accounts | 100.00 | 5/31/2025 |
| 5/28/2025 84559 | UPS | 89.40 | 5/28/2025 |
| 5/28/2025 84560 | MN Energy Resources Corporation | 2.85 | 5/28/2025 |
| 5/28/2025 84561 | First Net AT & T Mobility | 987.29 | 5/28/2025 |
| 5/28/2025 84562 | Verizon Wireless | 1,115.01 | 5/28/2025 |
| 5/28/2025 84563 | Mattson Steve | 27.30 | 5/28/2025 |
| 5/28/2025 84564 | American Eagle Security Systems Incorporated | 45,000.00 | 5/28/2025 |
| 5/28/2025 84565 | Paul Bunyan Communications | 828.94 | 5/28/2025 |
| 5/28/2025 84566 | Radtke James | 11,130.00 | 5/28/2025 |
| 5/28/2025 84567 | US Bank Equipment Finance | 265.21 | 5/28/2025 |
| 5/29/2025 84568 | City of Grand Rapids | 136.50 | 5/31/2025 |
| 5/29/2025 84569 | City of Grand Rapids | 80,430.68 | 5/31/2025 |
| 5/30/2025 84640 | City of Grand Rapids | 72,333.33 | 5/31/2025 |
| 5/2/2025 EFT00000000003 | Oracle America, Inc | 33,193.70 | 5/2/2025 |
| 5/29/2025 EFT00000000003 | Hansen Mark | 40.00 | 5/29/2025 |
| 5/29/2025 EFT00000000003 | Stoltz Gary | 40.00 | 5/29/2025 |
| 5/29/2025 EFT00000000003 | Blanchard Jason | 40.00 | 5/29/2025 |
| 5/29/2025 EFT00000000004 | LeClaire Mike | 40.00 | 5/29/2025 |
| 5/29/2025 EFT00000000004 | Riley Joseph | 40.00 | 5/29/2025 |
| 5/29/2025 EFT00000000004 | Stanley Tom | 716.20 | 5/29/2025 |

| | | |
|--|-------|-----------|
| 5/29/2025 EFT000000000004 Trboyevich Doug | 40.00 | 5/29/2025 |
| 5/29/2025 EFT000000000004 Langer Stephen A | 40.00 | 5/29/2025 |
| 5/29/2025 EFT000000000004 Lane Jean | 40.00 | 5/29/2025 |
| 5/29/2025 EFT000000000004 Troumbly, Chad M | 40.00 | 5/29/2025 |
| 5/29/2025 EFT000000000004 Sjostrand, Megan | 40.00 | 5/29/2025 |
| 5/29/2025 EFT000000000004 Veith, Jaime | 40.00 | 5/29/2025 |
| 5/30/2025 EFT000000000004 Dimich Corey | 40.00 | 5/30/2025 |
| 5/30/2025 EFT000000000005 Rundell Eric | 40.00 | 5/30/2025 |

Item 2.

Checks Previously Approved ** 0.00

Manual Checks/EFT to be approved 581,014.19

Total Manual Checks 581,014.19



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to ratify the agreement with Paul Bunyan Communications for Business Internet Services for a monthly fee of \$900.00.

PREPARED BY: Mike LeClaire, Information Systems Department Manager

BACKGROUND:

Our previous internet service was provided through MNIT over a privately-owned fiber network that was more than 25 years old. It delivered only 256 kilobytes of bandwidth and relied on outdated connection points spread across multiple facilities, all routed through a central switch at City Hall.

The new fiber infrastructure from Paul Bunyan Communications delivers 1 gigabyte internet service to the Shared Services Center, Wastewater Treatment Plant, and Water Plant. This upgraded architecture establishes direct, secure connections to each facility and enables seamless communication across the entire network. Additionally, the enhanced system offers improved scalability to support future network infrastructure needs and projects.

RECOMMENDATION:

Ratify the agreement with Paul Bunyan Communications for Business Internet Services for a monthly fee of \$900.00.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to ratify the procurement contract with NOS Automation for a panel view, PLC and programming for the water booster station for \$24,000.

PREPARED BY: Steve Mattson, Water/Wastewater Department Manager

BACKGROUND:

This procurement is for an approved Water Wastewater capital project with a budget of \$47,992. This project had an original budget of \$30,880 and was combined with the Booster Station VFD project with an original budget of \$17,112. \$0 has been spent to date.

The GRPUC Procurement Policy was followed.

The vendor's Certificate of Insurance has been verified to meet the contract requirement and is on file.

RECOMMENDATION:

Approve a motion to ratify the procurement contract with NOS Automation for a panel view, PLC and programming for the water booster station for \$24,000.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to ratify the procurement contract with NOS Automation for two VFD's for the water booster station pumps for \$14,000.

PREPARED BY: Steve Mattson, Water/Wastewater Department Manager

BACKGROUND:

This procurement is for an approved Water Wastewater capital project with a budget of \$47,992. This project had an original budget of \$17,112 and was combined with the Booster Station Panel View project with an original budget of \$30,880. \$0 has been spent to date.

The GRPUC Procurement Policy was followed.

The vendor's Certificate of Insurance has been verified to meet the contract requirement and is on file.

RECOMMENDATION:

Approve a motion to ratify the procurement contract with NOS Automation for two VFD's for the water booster station pumps for \$14,000.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to ratify the procurement contract with Stantec Consulting Services Inc. for engineering services for updating drawings and information for the landfill permit for \$20,000.

PREPARED BY: Steve Mattson, Water/Wastewater Department Manager

BACKGROUND:

This procurement is for an unbudgeted 2025 Water Wastewater O&M expense for updating drawings, management plans and information pertaining to the landfill permit reissuance that was submitted in the fall of 2022. This expense has been communicated to Blandin.

The GRPUC Procurement Policy was followed.

The vendor's Certificate of Insurance has been verified to meet the contract requirement and is on file.

RECOMMENDATION:

Approve a motion to ratify the procurement contract with Stantec Consulting Services Inc. for engineering services for updating drawings and information for the landfill permit for \$20,000.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to ratify the procurement contract with High Standards Landscaping for lawn mowing services for W-WW and Electric departments for \$10,920.

PREPARED BY: Steve Mattson, Water/Wastewater Department Manager

BACKGROUND:

This procurement is for an approved Electric/Water/Wastewater operating project with a budget of \$11,000. \$0 has been spent to date.

The GRPUC Procurement Policy was followed.

The vendor's Certificate of Insurance has been verified to meet the contract requirement and is on file.

RECOMMENDATION:

Approve a motion to ratify the procurement contract with High Standards Landscaping for lawn mowing services for W-WW and Electric departments for \$10,920.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Operations & Capital Updates

PREPARED BY: GRPU Staff

BACKGROUND:

GRPU Operating & Capital Updates

RECOMMENDATION:

None. Review Only.

Grand Rapids Public Utilities

June 25, 2025

Operational and Capital Updates

GRPU Management Team





MISSION VISION VALUES

Item 8.

WHO WE ARE

Grand Rapids Public Utilities (GRPU) is a statutory municipal utility established by the city of Grand Rapids, Minnesota. The Grand Rapids Public Utilities Commission (GRPUC) provides full control, operation and management of the GRPU electric power distribution system, the water production, treatment and distribution systems, and the wastewater collection and treatment systems.



Our Vision

Our vision is to be a dynamic public asset for the thriving community of Grand Rapids, enhancing lives and fostering growth through excellence in the provision of essential utility services.



Our Mission

Our mission is to empower GRPU team members to deliver safe, reliable, affordable, sustainable, and customer-focused utility services for our community.



Our Values

- | | |
|-----------------------|--|
| <i>Safety</i> | We hold paramount the well-being of our employees and the public in all operations. |
| <i>Integrity</i> | We uphold ethical standards and foster trust with all stakeholders. |
| <i>Customer Focus</i> | We prioritize customer needs and satisfaction in all our decisions and actions. |
| <i>Efficiency</i> | We maximize resources to provide cost-effective services without compromising quality. |
| <i>Reliability</i> | We consistently deliver high-quality utility services and strive for uninterrupted access. |
| <i>Sustainability</i> | We employ environmentally responsible practices in our operations and services. |
| <i>Transparency</i> | We openly share information and decision-making processes, promoting informed community involvement. |



Uninterrupted, High-Quality Utility Services (US)

Item 8.

Operations: 2025 Legislative Efforts by Julie Kennedy

[Link: MMUA St Paul Minnesota Legislative Video Update June 2025](#)





Uninterrupted, High-Quality Utility Services (US)

Item 8.

Capital: Well 3 Rehabilitation by Steve Mattson

- Rehabilitation based on schedule and inspection results of high amps
- Good preventative maintenance and maintain well efficiency
- Well 3 is one of five that provides water to plant
- Phase 1 clean and service well, phase 2 rebuild pump and piping
- Cleaning was successful, initial improvement but need to continue to monitor
- Installed 95 ft of new column, rebuilt pump and motor



| Project Name | Location | Status/ Completion Date | Budgeted Amount | Actual Spent | Funding Source |
|-----------------------|----------|-------------------------|-----------------|--------------|----------------|
| Well 3 Rehabilitation | WTP | Completed | \$51,594 | \$52,270 | Rever |



Capital: Water Booster Station Upgrades by Steve Mattson

- Combined booster station panel view project (\$30,880) and VFD upgrade project (\$17,112) into single project
- Updating the PLC, panel view and variable frequency drives
- Used to fill south water tower
- Used to maintain distribution pressure during tower rehabilitation
- EPA audit – login protection
- Contracts signed and equipment on order



| Project Name | Location | Status/ Completion Date | Budgeted Amount | Actual Spent | Funding Source |
|------------------------|-----------|-------------------------|-----------------|--------------|----------------|
| Water Booster Upgrades | Mid Tower | Started | \$47,992 | \$0 | Rever |



Engaging and Educating the Community (EC)

Item 8.

Operations: Water Summit and AWWA Conference by Steve Mattson

- 11th year of Youth Water Summit for area 5th graders
 - Goal is to supplement grade school classes with water science
 - GRPU presented on water sources, water plant operations, distribution and briefly on wastewater treatment
- AWWA NE Water School Conference
 - MDH, vendors and water operators from throughout the state
 - Topics: MDH updates, lead and copper, EPA inspections, funding, emerging technology, and Legionella



Photo credit Itasca Waters

2025 MN-AWWA Northeast District
Waterworks Operator School

April 15-17, 2025

Timberlake Lodge
Grand Rapids, Minnesota



American Water Works Association
Minnesota Section
www.mnawwa.org

mn DEPARTMENT
OF HEALTH



Engaging and Educating the Community (EC)

Item 8.

Operations: Vegetation Management by Chad Troumbly

Policy, Specifications, and Examples

- Policy 4.3.301- 2 Main Sections – Veg Management & Exhibit A
 - Purpose, Clearance, Goals, **Danger Trees**, Fast Growing Trees, Access (10 Feet minimum)
 - Work Together – GRPU, Customers, Contractors
- Specifications
 - Desirable Native Species
 - Z-133.1 American National Standard for Tree Care Operations – Safety Standards
 - Disposal
 - 3-inch Stump/Stubble Height

| Trimming type | Services to business/residence zero to 600 volts | Secondaries from pole to pole zero to 600 volts | Primary cables 1000 volts to 23,000 volts |
|--------------------|--|---|---|
| Top clearance | 1 foot | 3 feet | 10 feet* |
| Side clearance | 1 foot | 3 feet | 6 feet |
| Overhang clearance | 1 foot | 3 feet | 15 feet |

* Remove if possible

4.4 Required Minimum Clearance

| CONIFEROUS TREES | DECIDUOUS | SHRUBS (1) |
|-------------------------|--------------------------|------------------------|
| Northern White Cedar | Mountain Ash ☺ | Red-Osier Dogwood (fc) |
| Red Cedar (Juniper) (f) | Blackcherry * | Other Dogwood Species |
| Norway pine * | Chokecherry (f) | Mountain Maple |
| White Pine * | Pincherry (f) | Sumac ☺ |
| White Spruce * | Hackberry | Arrowwood (f) |
| Ironwood * | High-Bush Cranberry (fc) | |
| Juneberry (f) | Hazel | |
| Wild Plum (f) | Honeysuckle | |
| Smooth Wild Rose | | |

4.1 Desirable Native Species



Engaging and Educating the Community (EC)

Item 8.

Operations: Vegetation Management by Chad Troumbly (cont.)

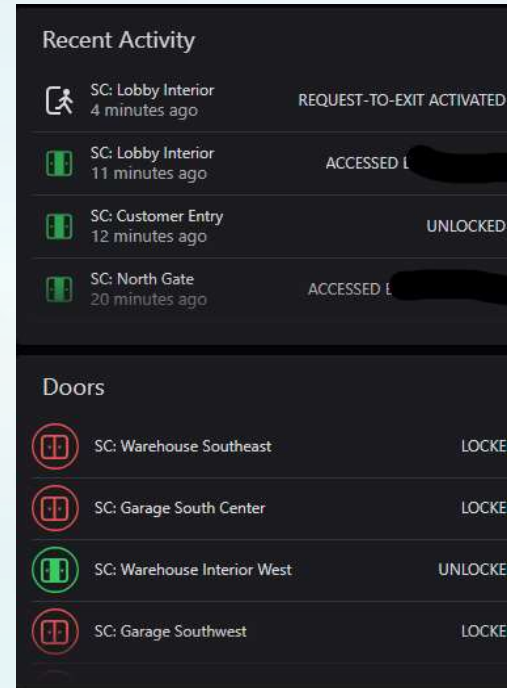


Operational Excellence (OE)

Item 8.

Capital: Building Security Upgrade by Mike LeClaire

- Replaced security system is 20+ years old
- Improved access control with new control groups
- Mobile device access and gate control
- Improved monitoring of facilities
- More secure control panels and alerts
- Improved access reporting



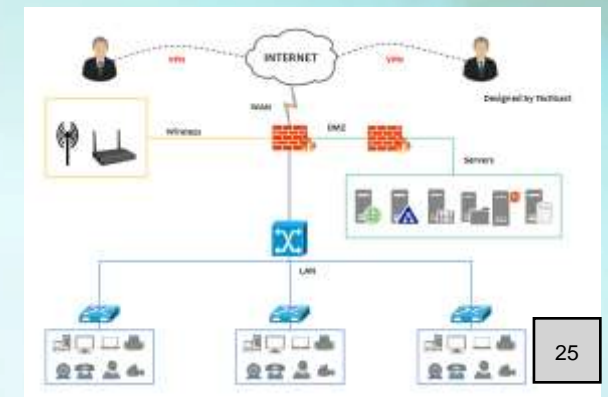
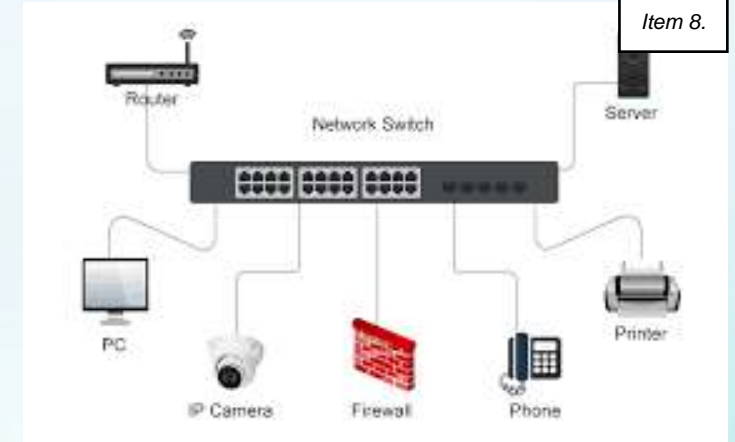
| Project Name | Location | Status/ Completion Date | Budgeted Amount | Actual Spent | Funding Source |
|---------------------------|-----------------------|------------------------------------|-----------------|--------------|----------------|
| Building Security Project | Throughout GRPU bldgs | In construction, complete May 2025 | \$131,519 | \$137,952 | Revenue |



Operational Excellence (OE)

Operations: MetroE Internet Modernization

- Improved site-to-site private connectivity
- Limit site-to-site hardware connections points
- Update outdated switches
- Improve firewall security and redundant reliability for operations
- Allow for flexibility and scalability of future needs and network infrastructure projects
- Reduce hardware and resource maintenance
 - Extend hardware useful life expectancy



Operations: June Safety Summary by Julie Kennedy

Safety Topic This Month:

Safety Brad trained required employees on Fall Protection Safety Training on June 12.

Safety Committee Program Review This Month:

Safety Brad and the Safety Committee had a walk- through mock OSHA inspection of the Solids Processing Building on June 12th.

Incidents Reported last Month by Department

Administration: None

Business Services: None

Electric: None

Water-Wastewater: None

Cumulative Incidents for 2025

| | |
|---------------------------------|---|
| Recordable Incidents | 0 |
| Lost Time Days 2025 | 0 |
| Restricted Days 2025 | 0 |
| First Aid Only (not recordable) | 2 |

Total FROI 2

Recordable Incident 5-year History

| | 2021 | 2022 | 2023 | 2024 | 2025 |
|----------|------|------|------|------|------|
| ADMIN | 0 | 0 | 0 | 0 | 0 |
| BUS SVCS | 0 | 0 | 1 | 0 | 0 |
| ELEC | 0 | 0 | 0 | 1 | 0 |
| W-WW | 1 | 0 | 0 | 0 | 0 |
| TOTAL | 1 | 0 | 1 | 1 | 0 |

Business Action Items

Item 8.

Grand Rapids Public Utilities

Upcoming Commission Meetings

Work Session: July 9, 2025

Regular Meeting: July 23, 2025





GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to approve the revised Minnesota Pay Equity Compliance Report and authorize submission to the Minnesota Office of Management and Budget to address and resolve the previously identified noncompliance.

PREPARED BY: Megan Sjostrand, Executive/HR Assistant

BACKGROUND:

In accordance with the Local Government Pay Equity Act (Minnesota Statutes 471.991 – 471.999 and Minnesota Rules, Chapter 3920), the Grand Rapids Public Utilities (GRPU) is required to submit a pay equity report to the Minnesota Office of Management and Budget (MMB) every three years.

GRPU submitted its most recent report prior to the January 31, 2024 deadline, using pay data as of December 31, 2023. This report was submitted by the former Human Resources Officer and was initially believed to be in compliance with state requirements.

However, in February 2025, GRPU received formal notice from MMB that the submitted report did not meet compliance standards. GRPU has reviewed and updated its internal pay structure which has addressed the areas of noncompliance. The revised pay structure aligns with the requirements outlined in the Local Government Pay Equity Act and is being submitted as part of the updated compliance response.

RECOMMENDATION:

Approve the revised Minnesota Pay Equity Compliance Report and authorize submission to the Minnesota Office of Management and Budget to address and resolve the previously identified noncompliance.

Compliance Report

Jurisdiction: Grand Rapids Public Utilities Commission
500 SE 4th Street

Report Year: 2024
Case: 7 - 2024 New Structure as of
1/1/2024 (Shared (Jur and
MMB))

Grand Rapids, MN 55744

Contact: Julie Kennedy

Phone: (218) 326-7687

E-Mail: jakennedy@grpuc.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

| | Male Classes | Female Classes | Balanced Classes | All Job Classes |
|-----------------------------------|--------------|----------------|------------------|-----------------|
| # Job Classes | 22 | 7 | 0 | 29 |
| # Employees | 28 | 9 | 0 | 37 |
| Avg. Max Monthly Pay per employee | 8689.63 | 8460.89 | | 8633.99 |

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 95.45454 *

| | Male Classes | Female Classes |
|---|--------------|----------------|
| a. # At or above Predicted Pay | 10 | 3 |
| b. # Below Predicted Pay | 12 | 4 |
| c. TOTAL | 22 | 7 |
| d. % Below Predicted Pay (b divided by c = d) | 54.55 | 57.14 |

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

| | |
|------------------------------|---------------------|
| Degrees of Freedom (DF) = 35 | Value of T = -0.823 |
|------------------------------|---------------------|

a. Avg. diff. in pay from predicted pay for male jobs = 27

b. Avg. diff. in pay from predicted pay for female jobs = 186

III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 0.00

B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to confirm continuing employment with Linda George as a temporary part-time accounting specialist.

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

The temporary part-time accounting specialist will support the current accounting team members while they train and implement the new ERP software. Attached is the scope of services to be performed by a temporary, part-time accounting specialist.

Linda George, a previous accounting employee who retired from GRPU, has the unique historical experience of the GRPU accounting software and systems and has the necessary skills to provide the level of knowledge required to provide accounting support while the current accounting team members implement the new ERP software.

The rate of pay will be \$41.50 per hour for no more than 14 hours per week from July 1 to December 31, 2025. This is a temporary part-time position.

There is no expectation of continued employment, in this capacity, at the completion of the new ERP software implementation after a successful go live.

GRPU has sufficient funds in the 2025 ERP budget for this expense.

RECOMMENDATION:

Approve a motion to confirm the hiring of Linda George as a temporary part-time accounting specialist.

Grand Rapids Public Utilities Scope of Services with Linda D. George

| | |
|---------------------------|---|
| Term: | Employment is expected to begin on or around July 1, 2025, with completion of services expected by December 31, 2025. |
| Employment Status: | <p>Employee is considered a part-time temporary employee of Grand Rapids Public Utilities Commission (GRPUC).</p> <p>The FLSA classification is non-exempt.</p> |
| Services Provided: | <p>Under the supervision of the Business Services Manager:</p> <ul style="list-style-type: none"> • Assist accounts payable, fixed assets, and project accounting functions and related accounting processes. • Assist payroll, benefits administration, billing major customers functions and associated accounting processes. • Assist general ledger and budget accounting functions and processes. • Assist with accounting related data clean-up and data entry tasks. |
| Record of Time: | <p>Time worked will be recorded and submitted to payroll.</p> <p>Time worked will be approved by the GRPU Business Services Manager.</p> |
| Payment: | The rate of pay will be \$41.50 per hour for up to 14 hours per week. |
| Benefits: | <p>This position will not qualify for holiday pay, PTO, PERA or Deferred Compensation.</p> <p>This position will not qualify or receive medical, dental, and life insurance.</p> |
| Payment Method: | Employee will be paid bi-weekly as defined in the GRPUC Personnel Policies manual. |
| Expenses: | The employee shall be reimbursed for approved expenses related to the work being requested. |
| Additional Items: | This scope of services document is not an all-inclusive list. The employee is expected to follow GRPU Personnel Policies. |



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to declare a Journey Line Worker vacancy exists, approve the updated job description, and authorize the internal posting and external advertising for the position.

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

On February 27, 2025, Blake Brewster, Journey Line Worker, concluded his employment with Grand Rapids Public Utilities after 2.5 years of service. Blake has accepted a new position with Hurricane City in Utah, and we wish him the best in his new opportunity.

With this departure, a vacancy now exists in the Journey Line Worker position. Staff request authorization to move forward with the internal posting and external advertisement to fill this role.

This job description is the first to undergo a full formatting overhaul following the classification and compensation study. While the layout and structure have been updated, no content changes have been made at this time.

RECOMMENDATION:

Declare a Journey Line Worker vacancy exists and authorize the internal posting and external advertising for the position.



Grand Rapids Public Utilities
500 SE 4th Street
Grand Rapids, MN 55744
218-326-7189
HR@grpuc.org

Job Description

Journey Line Worker

Position Title: Journey Line Worker

Department: Electric

FLSA Status: Non-exempt

Pay Grade: 4

Date: June 2025

Commission Approve Date:

Primary Objective of Position

Under general supervision, this position performs skilled technical and manual work in the construction, operation, maintenance, and repair of the Utility's electric distribution system. Work is completed in accordance with industry safety standards and department policies to ensure the delivery of safe, efficient, and reliable electric service to Utility customers.

Essential Functions of the Position

Essential duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is similar, related, or logical to the position.

- Install, maintain, and repair overhead and underground electric distribution lines, poles, transformers, switches, and related equipment.
- Perform switching and sectionalizing of electric circuits for maintenance and outage restoration purposes.
- Respond to electric outages and emergencies; troubleshoot and resolve service interruptions safely and efficiently.
- Operate bucket trucks, digger derricks, and other specialized tools and equipment.
- Maintain accurate records of work performed, materials used, and equipment inspections.
- Use technology such as mobile devices, tablets, and computers to receive, document, and complete work orders and service tasks through the Utility's work order management system.
- Conduct routine inspections of electrical infrastructure to identify needed repairs or replacements.

- Communicate effectively with customers, coworkers, and supervisory staff to ensure clear understanding of service needs and project status.

Examples of Performance Criteria

- Demonstrates knowledge and safe operation of tools and equipment used in electric line work.
- Shows initiative in identifying opportunities to improve service reliability and crew efficiency.
- Maintains equipment in good working condition and uses it responsibly.
- Adheres to safety policies, promotes safe work practices, and performs work in accordance with applicable safety regulations, policies, and practices (e.g., OSHA, NESC, APPA safety guidelines).
- Completes assignments in a timely, effective, and professional manner.
- Demonstrates a positive attitude and strong work ethic in all aspects of the job.
- Demonstrates honesty, integrity, and professional credibility in all work-related interactions
- Exhibits effective interpersonal skills, including tact, diplomacy, and flexibility, to build and maintain positive working relationships with internal and external stakeholders

Minimum Qualifications

- High school diploma or equivalent.
- Completion of a certified Line Worker training program.
- Valid Class A Commercial Driver's License (or ability to obtain within 6 months).
- One year of experience in an approved Journey Line Worker Apprenticeship Program.

Desirable Qualifications

- Experience in line work, utility maintenance, or related trades.
- Experience working in a municipal electric utility.
- Training in electrical safety, utility operations, or equipment operation.
- Demonstrated history of safe work habits and a clean driving record.

Supervision

- Manager: Electric Department Manager
- Direct Supervisor: Line Crew Lead
- Supervision of others: May assist in providing on-site direction or training to apprentices, seasonal staff, or contractors.

Working Conditions

- Work is performed primarily outdoors and may involve exposure to extreme weather conditions. Duties include working at heights, in proximity to high-voltage equipment, and operating heavy utility equipment. Appropriate safety gear is required at all times.
- While performing the duties of this job, the employee is regularly required to use hands to handle objects, tools, or controls and reach with hands and arms. The employee is frequently required to walk, sit, talk, stand, and hear. The employee is occasionally required to climb, balance, stoop, kneel, crouch, crawl, and smell.

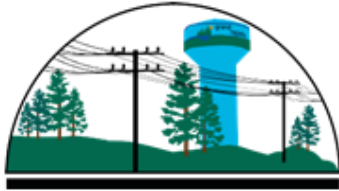
- The employee must frequently move up to 25 pounds and occasionally move up to 110 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Participate in an on-call rotation and respond to after-hours emergencies as needed.

Conditions of Employment

- Successfully pass a criminal background check and drug & alcohol screening.
- Successfully complete a Physical Demand Analysis.
- Serve and complete a six-month probationary period.
- Participate in and remain enrolled in the Drug & Alcohol testing program.
- Maintain a valid Class A commercial driver's license.
- Complete the Journey Line Worker apprenticeship program within three years of hire.

Adhere to all organizational and departmental policies and procedures. *This position description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the utility and requirements of the job change.*

Grand Rapids Public Utilities is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations for qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



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NOTICE TO EMPLOYEES
OF THE PUBLIC UTILITIES COMMISSION
CITY OF GRAND RAPIDS, MINNESOTA

NOTICE OF VACANCY

DATE POSTED: June 25, 2025

POSITION: **Journey Line Worker**

DEPARTMENT: Electric

ACCOUNTABLE TO: Electric Department Manager

RATE: \$38.47-\$55.93 (2025 rate per Appendix A, of the Collective Bargaining Agreement)

QUALIFICATIONS: See attached position description.
Applicant's qualifications may be subject to verification and testing.

If you are interested in posting for this position, please email a brief letter of interest and a statement of your qualifications to Megan Sjostrand, Executive/HR Assistant, HR@grpuc.org no later than the below date.

POSTING CLOSES: July 2, 2025 at 4:30 PM

Posted in accordance with Local 3456, AFSCME, and the Public Utilities Commission Collective Bargaining Agreement dated January 1, 2024 to December 31, 2026, Article 8, Section 1, Vacancies and Promotions.

**JOURNEY LINE WORKER
PUBLIC UTILITIES
GRAND RAPIDS, MINNESOTA**

The Grand Rapids Public Utilities (GRPU) is seeking qualified candidates for the position of Journey Line Worker. Under general supervision, this position performs skilled technical and manual work in the construction, operation, maintenance, and repair of the Utility's electric distribution system. Work is completed in accordance with industry safety standards and department policies to ensure the delivery of safe, efficient, and reliable electric service to Utility customers. Qualified applicants must have:

- High school diploma or equivalent.
- Completion of a certified Line Worker training program.
- Valid Class A Commercial Driver's License (or ability to obtain within 6 months).
- One year of experience in an approved Journey Line Worker Apprenticeship Program.

The wage range is **\$38.47-\$55.93** per hour and GRPU provides an excellent health insurance and benefit package.

The complete position description and application are available at www.grpuc.org or by contacting Grand Rapids Public Utilities at 218-326-7189.

Please email completed applications along with required documentation to Megan Sjostrand at HR@grpuc.org or mail to Grand Rapids Public Utilities, 500 SE 4th Street, Grand Rapids, MN 55744.

Applications will be accepted through 4 p.m. on Monday, July 21, 2025.

GRPU is an equal employment opportunity employer.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Consider a motion to approve the updated job description for the Finance Manager and authorize the internal and external advertisement for the position.

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

Our current Business Services Manager, Jean Lane, has notified us of her intent to retire in early 2026. In preparation for her transition, staff have updated the job description and request authorization to proceed with both internal and external recruitment efforts. The current position of Business Services Manager is being retitled to Finance Manager to more accurately reflect the responsibilities and scope of the future role. In addition to the title change, the job description has been revised to align with current organizational needs and to better support the financial operations of Grand Rapids Public Utilities.

As discussed at the June Commission Work Session, it is our intent to have Jean's successor hired this fall so together they can learn the new ERP system and complete the year end and audit processes.

RECOMMENDATION:

Approve the updated job description for the Finance Manager and authorize the internal and external advertisement for the position.



Grand Rapids Public Utilities
 500 SE 4th Street
 Grand Rapids, MN 55744
 218-326-7189
HR@grpuc.org

Job Description **Finance Manager**

Position Title: Finance Manager

Department: Finance

FLSA Status: Exempt

Pay Grade: 7

Date: June 2025

Commission Approve Date:

Primary Objective of Position

Under limited supervision, the Finance Manager is responsible for overseeing the financial operations of the Utility. This position ensures strong fiscal stewardship, long-term financial planning, and compliance with state and federal regulations. The Finance Manager builds trust with the public through transparent financial practices, leads cross-departmental financial initiatives, and supports strategic decision-making across the organization. The role also promotes ethics, leadership, and collaboration aligned with the principles outlined in the GFOA's Financial Foundations Framework.

Essential Functions of the Position

Essential duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is similar, related, or logical to the position.

- Establish and maintain internal controls to ensure timely and accurate records of the Utility's financial systems, including annual audits and quality assurance.
- Develop and present financial reports for decision-making and long-range planning, including monitoring of cash flow, capital and operational budgets.
- Manage investment of Utility funds per Commission policy and state/federal regulations.
- Analyze utility industry financial indicators and organizational performance, recommending corrective actions as needed.
- Provide leadership and financial guidance to other department managers and staff.
- Manage financial components of insurance and risk management.
- Oversee revenue and accounting functions, including general ledger, receivables, payables, payroll, utility billing, and inventory.
- Prepare and reconcile quarterly financial reports, investments, and debt service accounts.

- Assist in cost allocation planning, year-end close, and journal entries.
- Serve as liaison to external auditors and coordinate ACFR preparation.
- Supervise accounting-related positions.
- Support development and implementation of financial policies and procedures.
- Collaborate across departments for budget preparation and financial planning.
- Provide support to internal departments to analyze financial information.
- Promote trust, ethics, and collective decision-making across the organization.
- Communicate complex financial data in an accessible, non-technical manner.
- Serve as the subject matter expert (SME) for general ledger and financial reporting functions within the Utility's financial systems.

Examples of Performance Criteria

- Demonstrates leadership, integrity, and ethical financial stewardship.
- Produces timely, accurate financial reports and complies with reporting standards.
- Develops transparent, data-driven processes for budgeting and resource allocation.
- Promotes open communication, public trust, and collaborative decision-making.
- Applies federal, state, and local financial regulations appropriately.
- Participates in continuing education and GFOA financial training.
- Demonstrates initiative in process improvement and cross-departmental leadership.

Minimum Qualifications

- Bachelor's degree in Accounting or related field.
- Ten (10) years of progressive accounting experience, or equivalent education/experience.
- Five (5) years of leadership experience in a management or supervisory role.
- Strong interpersonal skills with tact, diplomacy, and flexibility.
- High level of integrity and ability to manage confidential information.
- Availability to work regular office hours and occasional evenings/weekends as needed.

Desirable Qualifications

- Experience in electric and water utility financial systems.
- Knowledge of utility billing, ERP systems, and financial software applications.
- Experience with government budgeting, financial forecasting, and ACFR preparation.
- Certified Public Accountant (CPA) or Certified Public Finance Officer (CPFO) designation.
- Master's degree in Accounting.

Supervision

- Manager: General Manager
- Supervision of others: Supervises accounting-related positions

Working Conditions

- Work is typically performed in an office environment with occasional off-site meetings or training sessions.
- May require extended periods of sitting or standing.

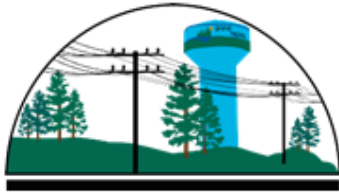
- Occasional attendance at evening or weekend meetings may be necessary.
- Must be able to meet deadlines under pressure and handle multiple tasks simultaneously.
- While performing the duties of this job, the employee is frequently required to walk, sit, talk, and hear.
- Must occasionally move up to 25 pounds.
- Computers and financial software including word processing, database, spreadsheets, and ERP systems
- Calculator, telephone, copier, and other office equipment
- Vision requirements include close vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- Work environment is typically moderately quiet.

Conditions of Employment

- Successfully pass a criminal background check
- Serve and complete a six-month probationary period.
- Maintain a valid driver's license.
- Participate in and remain enrolled in applicable compliance or training programs.
- Comply with all organizational and departmental policies and procedures.

This position description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the utility and requirements of the job change.

Grand Rapids Public Utilities is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations for qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



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NOTICE TO EMPLOYEES
OF THE PUBLIC UTILITIES COMMISSION
CITY OF GRAND RAPIDS, MINNESOTA

NOTICE OF VACANCY

DATE POSTED: June 25, 2025

POSITION: **Finance Manager**

DEPARTMENT: Finance

ACCOUNTABLE TO: General Manager

RATE: \$46.44-\$67.52

QUALIFICATIONS: See attached position description.
Applicant's qualifications may be subject to verification and testing.

If you are interested in posting for this position, please email a brief letter of interest and a statement of your qualifications to Megan Sjostrand, Executive/HR Assistant, HR@grpuc.org no later than the below date.

POSTING CLOSES: July 2, 2025 at 4:30 PM

**FINANCE MANAGER
PUBLIC UTILITIES
GRAND RAPIDS, MINNESOTA**

The Grand Rapids Public Utilities (GRPU) is seeking qualified candidates for the position of Finance Manager. Under limited supervision, the Finance Manager is responsible for overseeing the financial operations of the Utility. This position ensures strong fiscal stewardship, long-term financial planning, and compliance with state and federal regulations. The Finance Manager builds trust with the public through transparent financial practices, leads cross-departmental financial initiatives, and supports strategic decision-making across the organization. The role also promotes ethics, leadership, and collaboration aligned with the principles outlined in the GFOA's Financial Foundations Framework.

Qualified applicants must have:

- Bachelor's degree in Accounting or related field.
- Ten (10) years of progressive accounting experience, or equivalent education/experience.
- Five (5) years of leadership experience in a management or supervisory role.
- Strong interpersonal skills with tact, diplomacy, and flexibility.
- High level of integrity and ability to manage confidential information.
- Availability to work regular office hours and occasional evenings/weekends as needed.

The wage range is **\$46.44-\$67.52** per hour and GRPU provides an excellent health insurance and benefit package.

The complete position description and application are available at www.grpuc.org or by contacting Grand Rapids Public Utilities at 218-326-7189.

Please email completed applications along with required documentation to Megan Sjostrand at hr@grpuc.org or mail to Grand Rapids Public Utilities, 500 SE 4th Street, Grand Rapids, MN 55744.

Applications will be accepted through 4 p.m. on Monday, July 28, 2025.

GRPU is an equal employment opportunity employer.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 25, 2025

AGENDA ITEM: Monthly Report

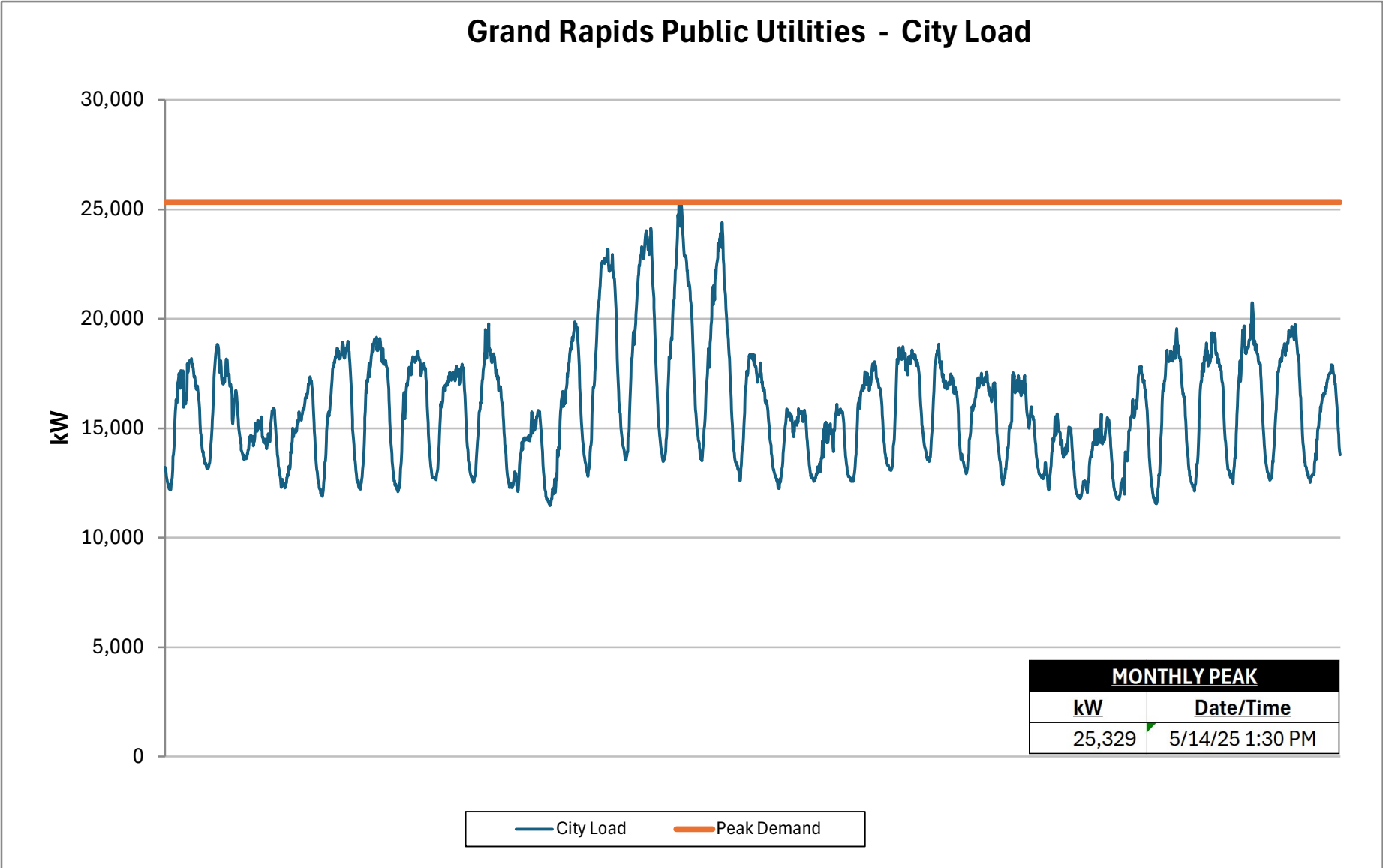
PREPARED BY: GRPU Staff

BACKGROUND:

Standard monthly GRPU Operating Reports.

RECOMMENDATION:

None. Review Only.





Electric Reliability Report

06/01/2025
Item 13.

Date Range
05/03/2025 - 05/29/2025

| | | | | | | | |
|---------|----------|----------------------------------|----------|-------|----------------------------|---------------------------|-----|
| SAIDI: | 0.51 | Avg Minutes / Customers Served | CAIDI: | 17.41 | Avg Minutes / Customer Out | Total Customers Out: | 223 |
| SAIFI: | 0.03 | Cust Outages / Customers Served | CAIFI: | 0.072 | Avg Outages / Customer Out | Total Reported Hours: | 0 |
| Active: | 7641 | Active Electric Customers | Outages: | 16 | Total Number of Outages | Total Customer Hours Out: | 1 |
| ASAI: | 99.99990 | Average Percent System Available | | | | | |

| Outage Time | Restored Time | Outage Type | Duration (Hours) | Customers Out | Customer Hours |
|-----------------------|----------------------|---------------|------------------|---------------|----------------|
| 5/3/2025 2:51:00 PM | 5/3/2025 4:37:30 PM | Equipment -r- | 1.77 | 6 | 10.60 |
| 5/6/2025 4:02:31 AM | 5/6/2025 4:34:24 AM | Scheduled -r- | 0.53 | 1 | 0.53 |
| 5/8/2025 4:00:38 AM | 5/8/2025 4:27:35 AM | Scheduled -r- | 0.45 | 1 | 0.45 |
| 5/10/2025 6:27:35 AM | 5/10/2025 7:33:53 AM | Wildlife -r- | 1.10 | 26 | 28.60 |
| 5/20/2025 1:11:11 PM | 5/20/2025 2:09:23 PM | Tree -r- | 0.97 | 9 | 8.70 |
| 5/21/2025 12:57:29 PM | 5/21/2025 1:01:23 PM | Scheduled -r- | 0.07 | 2 | 0.13 |
| 5/21/2025 1:13:31 PM | 5/21/2025 4:17:38 PM | Equipment -r- | 3.07 | 1 | 3.07 |
| 5/21/2025 1:30:35 PM | 5/21/2025 2:11:49 PM | Equipment -r- | 0.68 | 1 | 0.68 |
| 5/21/2025 2:05:43 PM | 5/21/2025 2:11:49 PM | Equipment -r- | 0.10 | 1 | 0.10 |
| 5/28/2025 1:16:58 AM | 5/28/2025 2:04:20 AM | Equipment -r- | 0.80 | 1 | 0.80 |
| 5/28/2025 3:20:39 AM | 5/28/2025 3:28:26 AM | Equipment -r- | 0.13 | 1 | 0.13 |
| 5/28/2025 4:27:19 AM | 5/28/2025 4:33:25 AM | Equipment -r- | 0.10 | 1 | 0.10 |
| 5/28/2025 5:13:23 AM | 5/28/2025 5:21:48 AM | Equipment -r- | 0.13 | 1 | 0.13 |
| 5/28/2025 7:08:16 AM | 5/28/2025 9:00:26 AM | Equipment -r- | 1.87 | 1 | 1.87 |
| 5/28/2025 9:00:11 AM | 5/28/2025 9:22:41 AM | Scheduled -r- | 0.37 | 1 | 0.37 |
| 5/29/2025 3:59:48 AM | 5/29/2025 4:02:24 AM | Scheduled -r- | 0.05 | 169 | 8.45 |



Electric Reliability Report

06/01/2025
Item 13.

Date Range
05/03/2025 - 05/29/2025

| Outages Total by Outage Type | | | | | Top 10 Outages by Duration | | Top 10 Outages by Customer Hours | |
|------------------------------|---------|----------|-----------|----------------|----------------------------|-------|----------------------------------|-------|
| Outage Type | Outages | Duration | Customers | Customer Hours | Outage ID | Hours | Outage ID | Hours |
| Equipment -r- | 9 | 17.48 | 14 | 17.48 | E US Hwy 169, 1115 | 63.75 | Chickadee Ln, 24093 | 63.60 |
| Scheduled -r- | 5 | 9.93 | 174 | 9.93 | | | | |
| Tree -r- | 1 | 8.70 | 9 | 8.70 | | | | |
| Wildlife -r- | 1 | 28.60 | 26 | 28.60 | | | | |

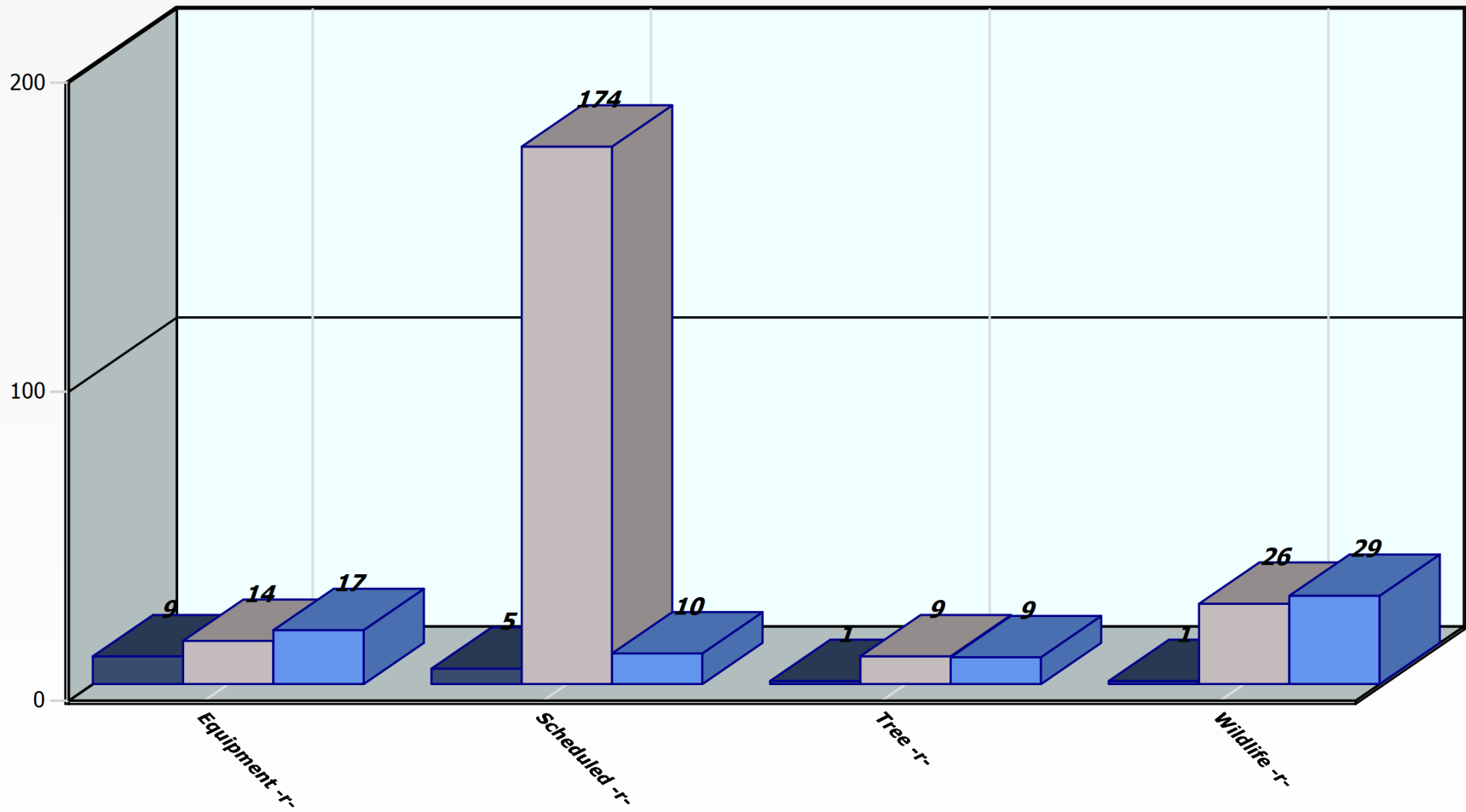


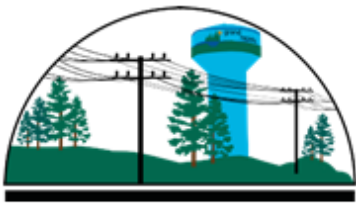
Electric Reliability Report

06/01/2025
Item 13.

Date Range
05/03/2025 - 05/29/2025

Outage Type
Customer Hours Without Power





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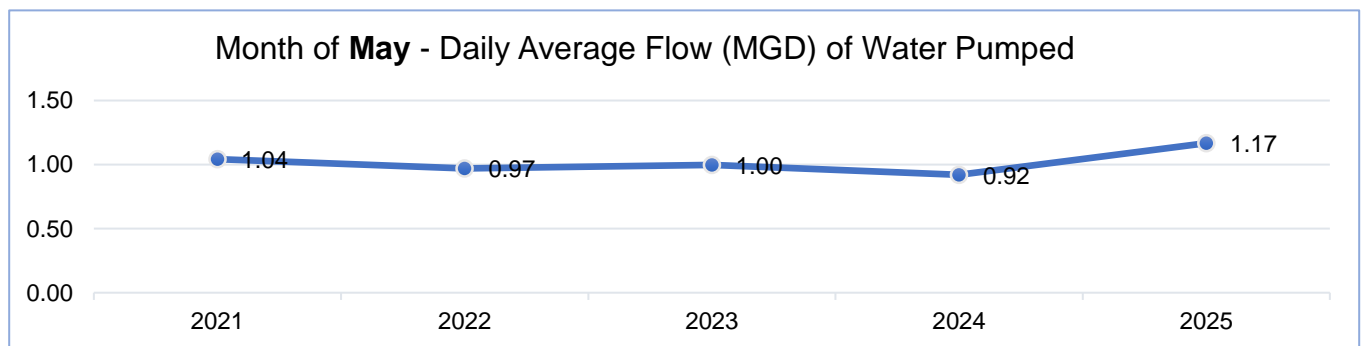
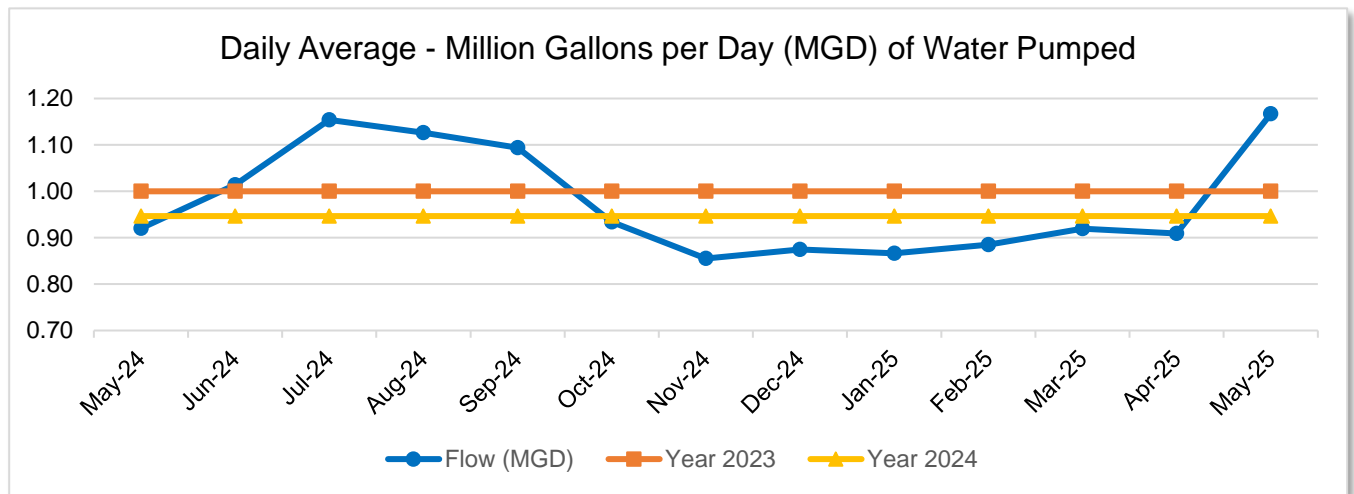
Item 13.

500 SE Fourth Street • Grand Rapids, Minnesota 55744

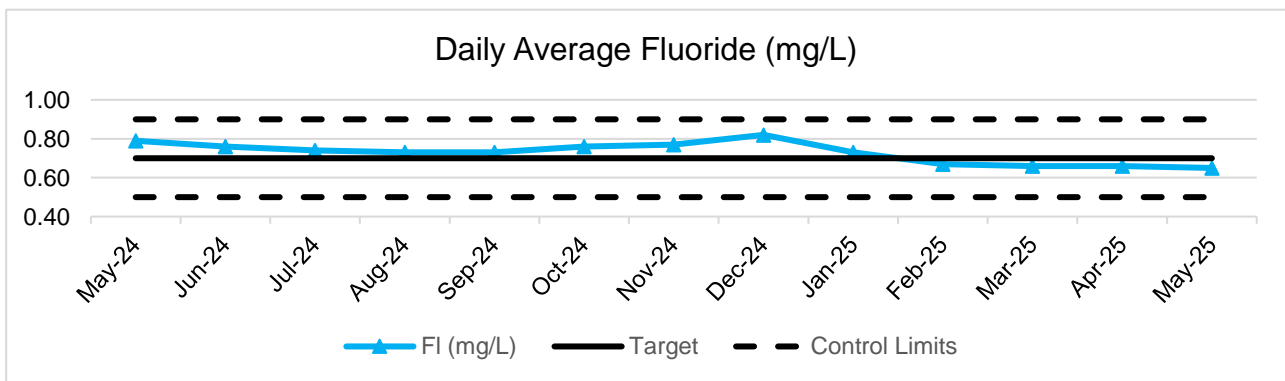
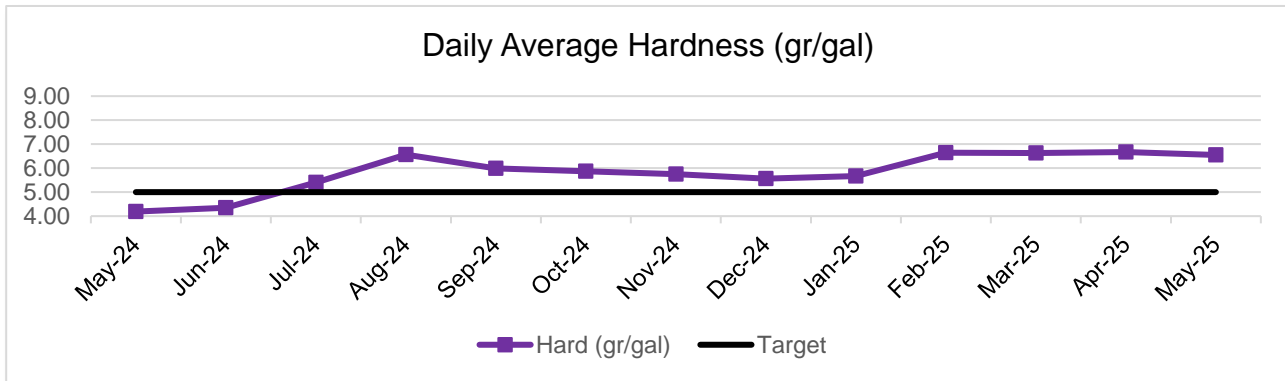
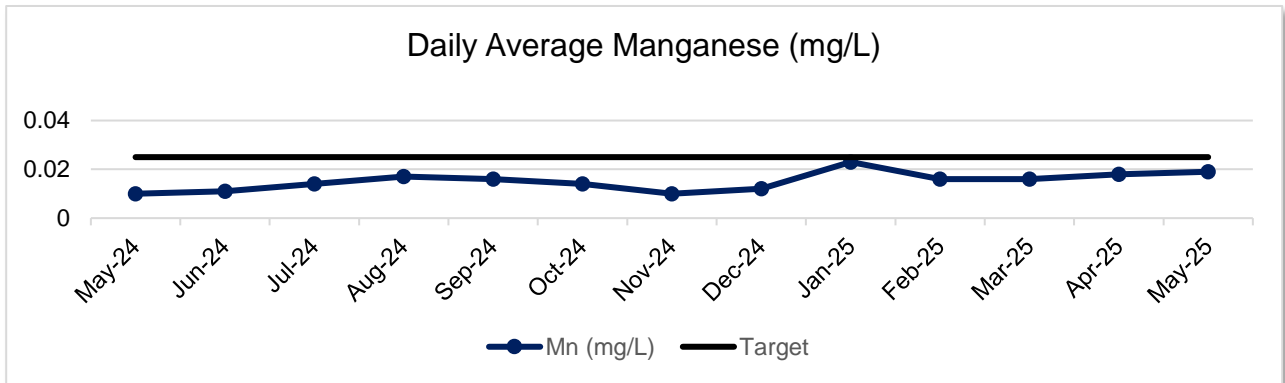
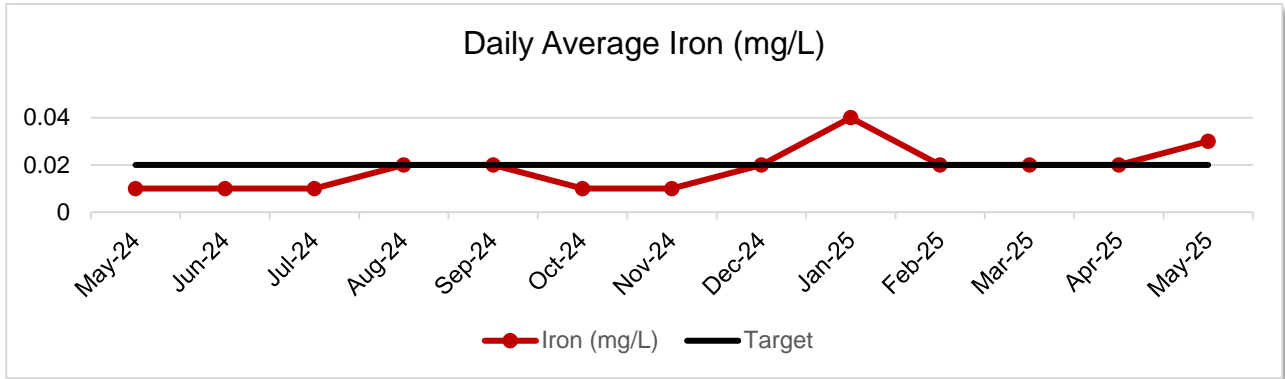
WATER MONTHLY ANALYSIS REPORT May 2025

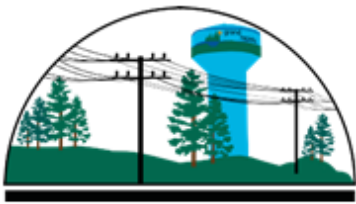
Water Operations

The water plant pumped an average of 1.17 million gallons of water per day (MGD) with a peak of 1.51 million gallons during the month which is 19% higher than normal for this time of the year. This is largely due to water usage at construction sites.



Hardness was a little elevated for the month due to operational issues. The rest of the water quality analysis was normal for the month as seen in the graphs below.





GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

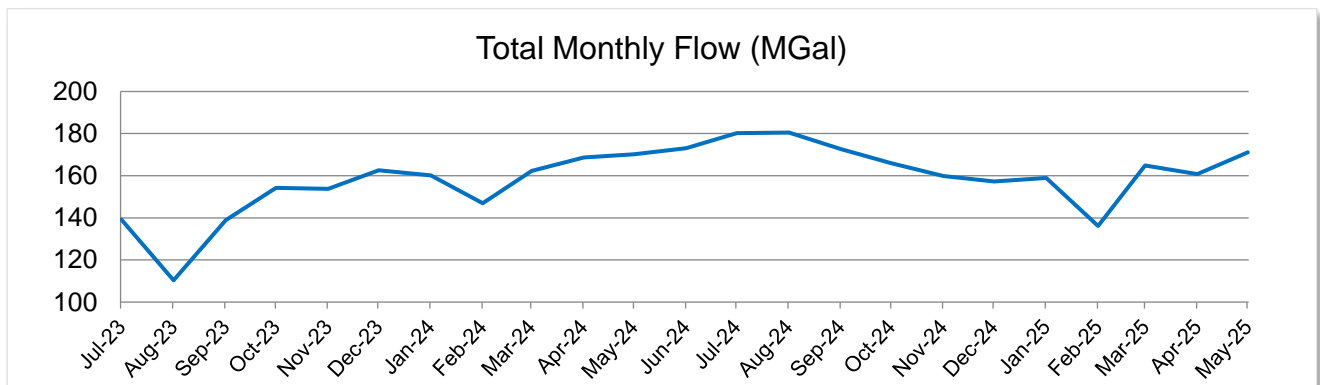
Item 13.

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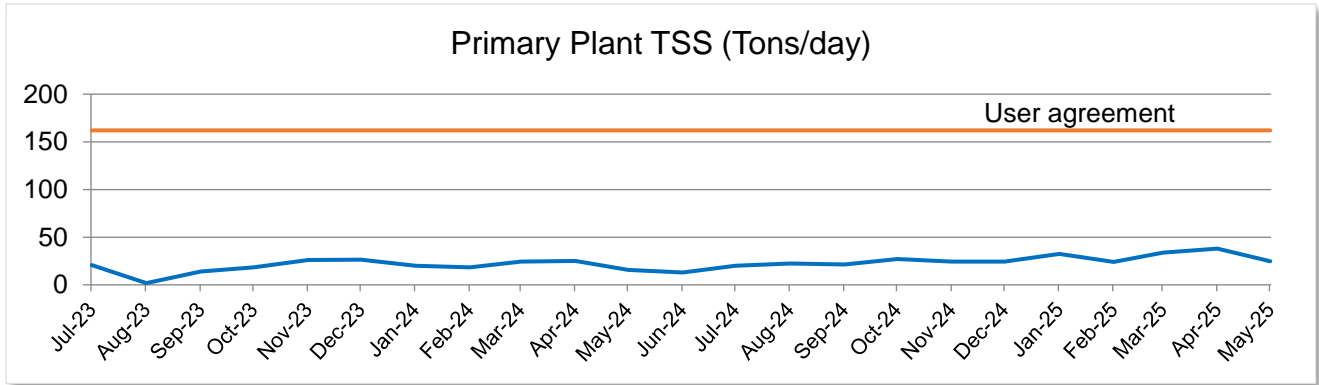
WASTEWATER MONTHLY ANALYSIS REPORT May 2025

Wastewater Operations

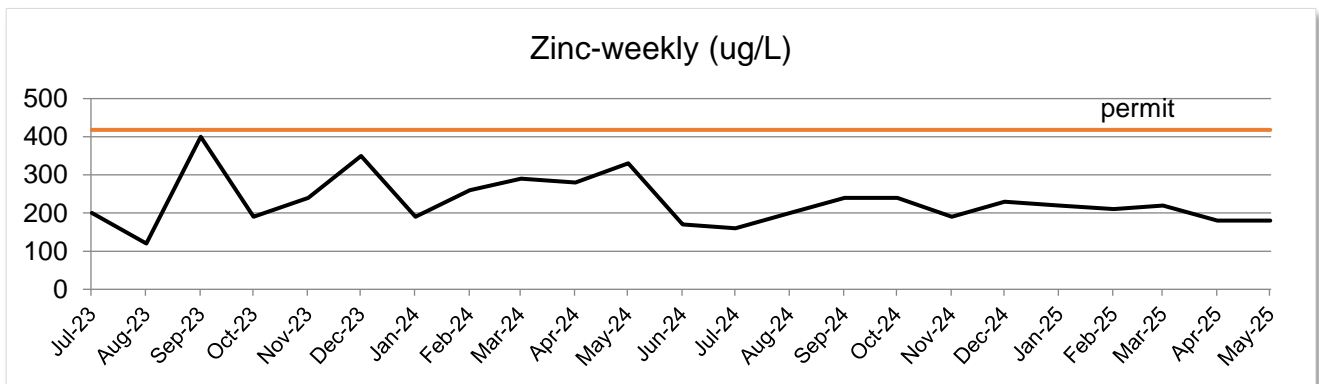
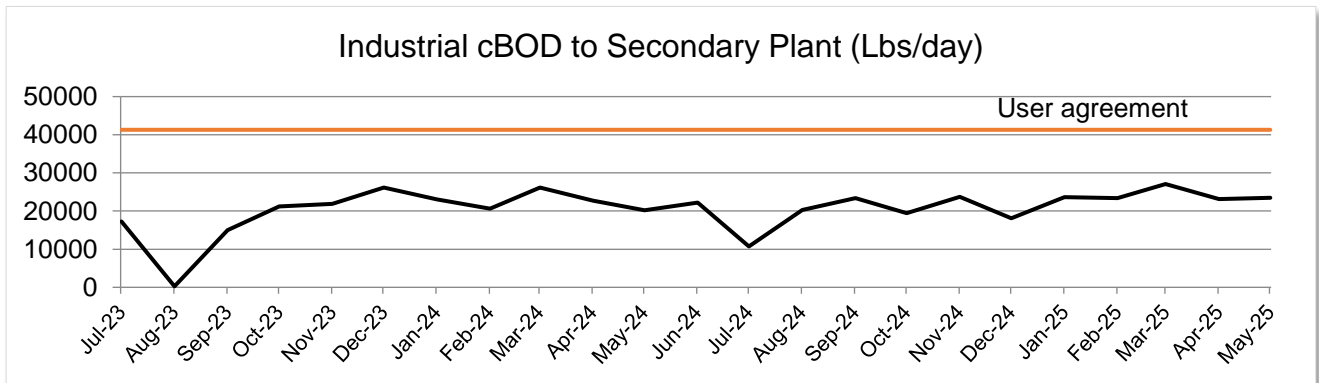
The Wastewater Treatment Plant (WWTP) met all National Pollutant Discharge Elimination System (NPDES) permit requirements last month while treating 171 million gallons of water removing 99.8% of the Total Suspended Solids (TSS) and 99.4% Biochemical Oxygen Demand (cBOD).



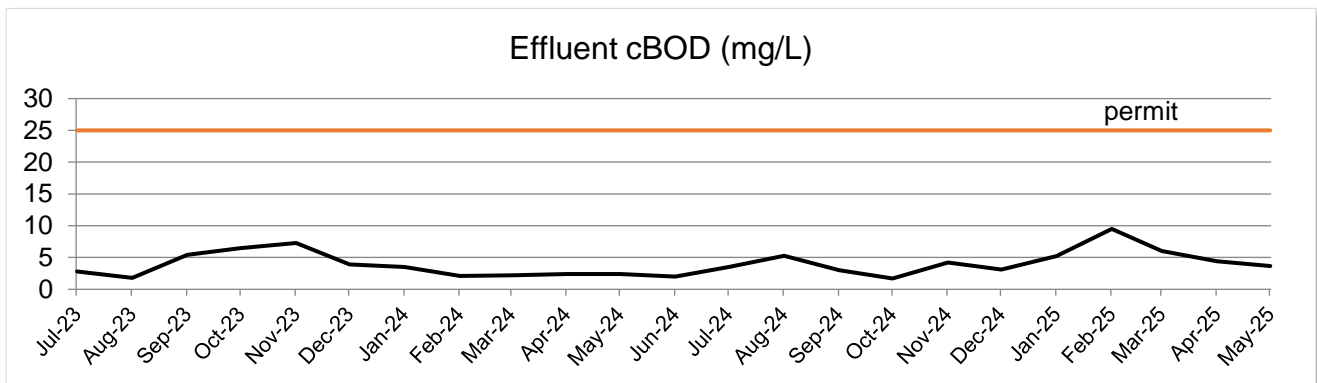
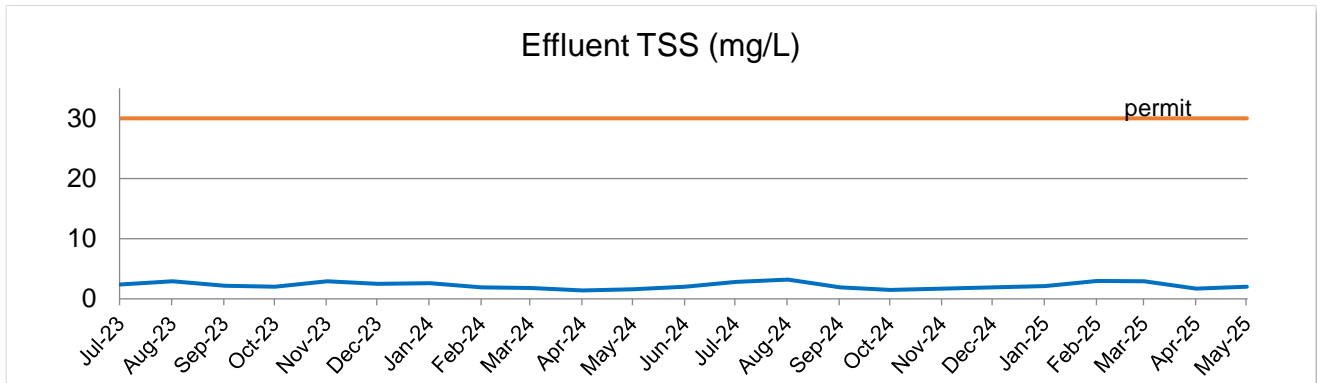
| | Design Limits (monthly AVG) | Actual Results |
|----------------------|--------------------------------|----------------|
| <u>Primary Plant</u> | | |
| Flow (MGD) | 13.25 | 4.2 |
| TSS (Tons/day) | 162 | 24.7 |
| TSS Peak (Tons/Day) | 284 | 52.7 |



| | Design Limits (monthly AVG) | Actual Results |
|------------------------|--------------------------------|----------------|
| Secondary Plant | | |
| Flow (MGD) | 15.25 | 5.5 |
| cBOD (lbs/Day) | 41,300 | 24,863 |
| Peak cBOD (lbs/Day) | 57,350 | 47,557 |
| Zinc-weekly (ug/L) | 418 | 180 |
| % GRPUC | | 27.6% |



| <u>Effluent</u> | Permit Limits (monthly AVG) | Actual Results |
|-------------------------------|--------------------------------|----------------|
| TSS (mg/L) – monthly average | 30 | 2.0 |
| cBOD (mg/L) – monthly average | 25 | 3.7 |
| Dissolved Oxygen (mg/L) | >1.0 | 6.6 |



Sludge Landfill Operations

- 0.85 million gallons of leachate were hauled last month
- 4200 cubic yards of sludge solids were hauled to the landfill

