



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING AGENDA

Wednesday, July 24, 2024

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, July 24, 2024 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:

PRESENTATION:

1. Presentation by TJ Otto from Minnesota Power on their IRP (Integrated Resource Plan).

APPROVAL OF MINUTES:

2. Consider a motion to approve the June 12, 2024 Work Session Minutes and the June 26, 2024 Regular Meeting Minutes.

VERIFIED CLAIMS:

3. Consider a motion to approve \$1,906,215.33 verified claims for June and July 2024.

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.

4. Consider a motion to confirm the hiring of Linda George as a temporary part-time accounting specialist.
5. Consider a motion to declare a Wastewater Operations Director vacancy exists, ratify the internal posting, and authorize the external advertising, if needed, for the position.
6. Consider a motion to ratify the Guaranteed Protection Plan, the State and Local Government Addendum Agreement # 3093736, the Equipment Lease Agreement, and Procurement Order and Security Agreement with Metro Sales Inc. for two leased Ricoh photocopy equipment in the amount of \$7,956.36.
7. Consider a motion to ratify the Master Service Agreement, the unmanaged VoIP addendum to the Master Service Agreement, and the derived PRI procurement contract with Nextera Communications for telephone services in the amount of \$5,441.04.

- [8.](#) Consider a motion to contract with Wells Fargo as GRPU provider for merchant processing services and authorize the General Manager to sign related documents.
- [9.](#) Consider a motion to adopt resolution 07-24-24-03 providing preliminary authority to repay an interfund loan from the City of Grand Rapids, Minnesota.
- [10.](#) Consider a motion to approve the procurement contract with Badger State Inspection for the cleaning of the water system clear well for \$12,000.00.

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.

SAFETY REPORT:

- [11.](#) Review Safety Monthly Report

ADMINISTRATION:

- [12.](#) Review and discuss the 2024 Q2 Annual Plan Scorecard
- [13.](#) Review Administration Department Monthly Report

BUSINESS SERVICES DEPARTMENT:

ELECTRIC DEPARTMENT:

- [14.](#) Review Electric Utility Monthly Report

WATER AND WASTEWATER DEPARTMENT:

- [15.](#) Review Water Utility Monthly Report
- [16.](#) Review Wastewater Utility Monthly Report

DEPARTMENT HEAD REPORT:

ADJOURNMENT:

The next Work Session is scheduled for Wednesday, August 14, 2024 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, August 28, 2024 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 AGENDA ITEM

AGENDA DATE: July 24, 2024

AGENDA ITEM: Presentation by TJ Otto from Minnesota Power on their IRP (Integrated Resource Plan).

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

TJ Otto from Minnesota Power will provide an update on their Integrated Resource Plan (IRP).

RECOMMENDATION:

None. Review Only.



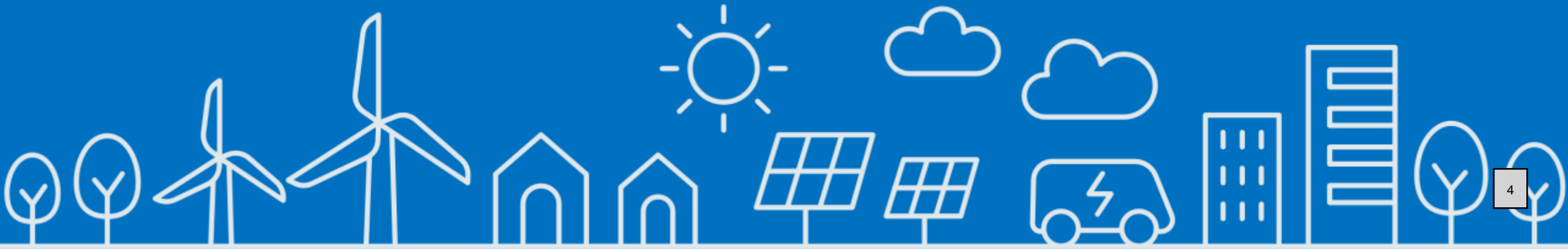
Integrated Resource Plan (IRP)

Update

TJ Otto

Strategic Accounts

July 24, 2024



Integrated Resource Plan (IRP) Defined

- An electric **Integrated Resource Plan** (also known as an IRP) explains how a utility plans to generate electricity for their customers for the next 15 years.
- The utility is required to file with the MPUC roughly every 2 years.
- The IRP looks at current and future generation (this has expanded to other options).
- Plans factor in state laws about renewable energy resource use, carbon emissions reductions, affordability, and reliability.
- Load forecast models used to determine what generation is needed to meet customer demand.
- The utility submits its preferred plan to the Commission for approval.
- Opportunity for Stakeholders to comment.
- MPUC Approves (“as is” or with revisions).



Who Can Influence an IRP?



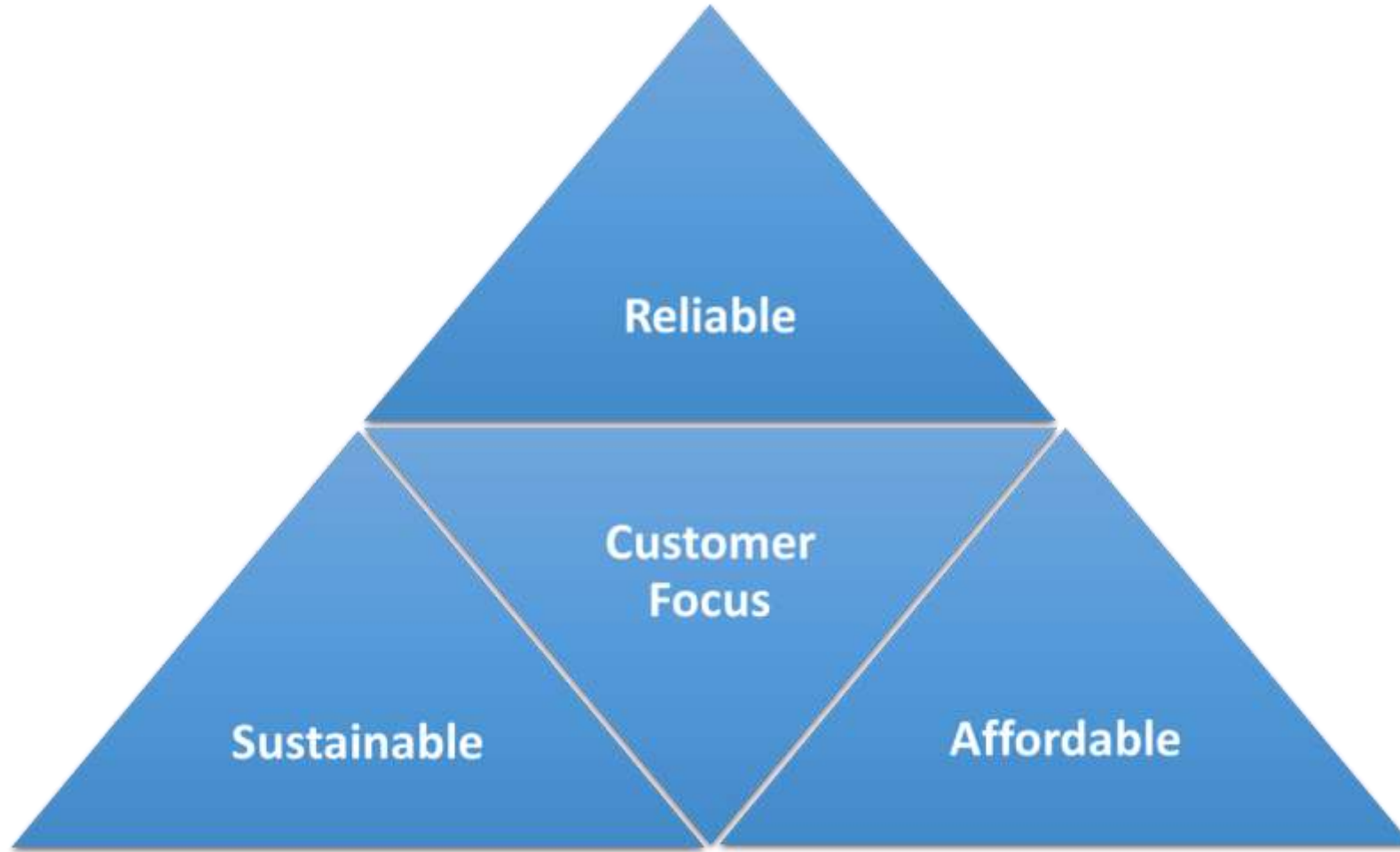


2021 IRP Order

Item 1.

- Requires MP to:
 - Acquire at least 300 MW and up to 400 MW of wind, with at least 200 MW in-service by 2026.
 - Acquire up to 300 MW of regional solar, in-service by 2026.
 - Cease coal operations for Boswell Units 3&4 by 2030 & 2035.
 - Explore Storage of 100 MWh up to 500 MWh.
 - Additional Long-term contracts for Demand Response programs with LP/LLP Customers.

Energy Trilemma



100% Carbon-free by 2040

Signed into law Feb 7, 2023 (22nd state)

Reliability and affordability remain top concerns:

- Existing hydropower counts as renewable
- Clarity included that one REC can meet both the RES/Carbon-free
- Open docket to decide what energy generation will be considered carbon free (i.e. Biomass)

Carbon-Free Standard:

IOUs		Munis/Coops	
2030:	80%	2030:	60%
2035:	90%	2035:	90%
2040:	100%	2040:	100%

Renewable Energy Standard:

- **All Utilities 55% by 2035**



Governor Tim Walz @GovTimWalz · Feb 8

This bill is an essential investment in our future that will pay off for generations to come. Minnesota will continue to lead the way on combatting climate change – all while creating more clean energy jobs in the process.

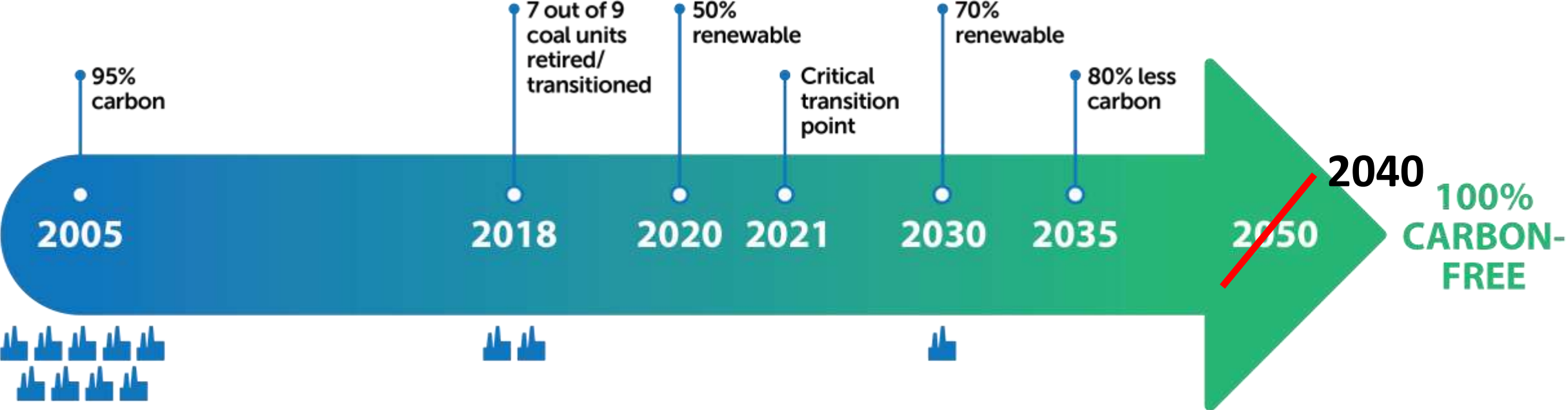


cbsnews.com

Gov. Walz signs "100 Percent by 2040" energy bill into law
The Minnesota Senate overnight passed a bill setting new climate goals for Minnesota. It will require all utilities to offer 100% clean energy by ...

WE ARE COMMITTED TO MAKING A SUSTAINABLE & JUST TRANSITION

to a reliable, affordable and carbon-free energy mix for our customers.



Integrated Resource Planning

IRPs consider full range of power sector investments to meet new demand for electricity in affordable manner.

- New generation sources
- Demand Response and Dual Fuel
- Energy efficiency and conservation
- Transmission and distribution

IRPs incorporate society-wide perspectives and public participation to find outcomes that balance economic, environmental, and social considerations while maintaining a reliable electric system.

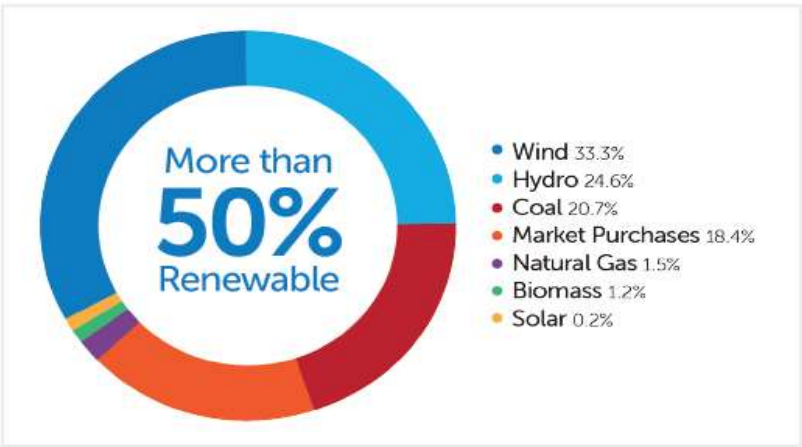
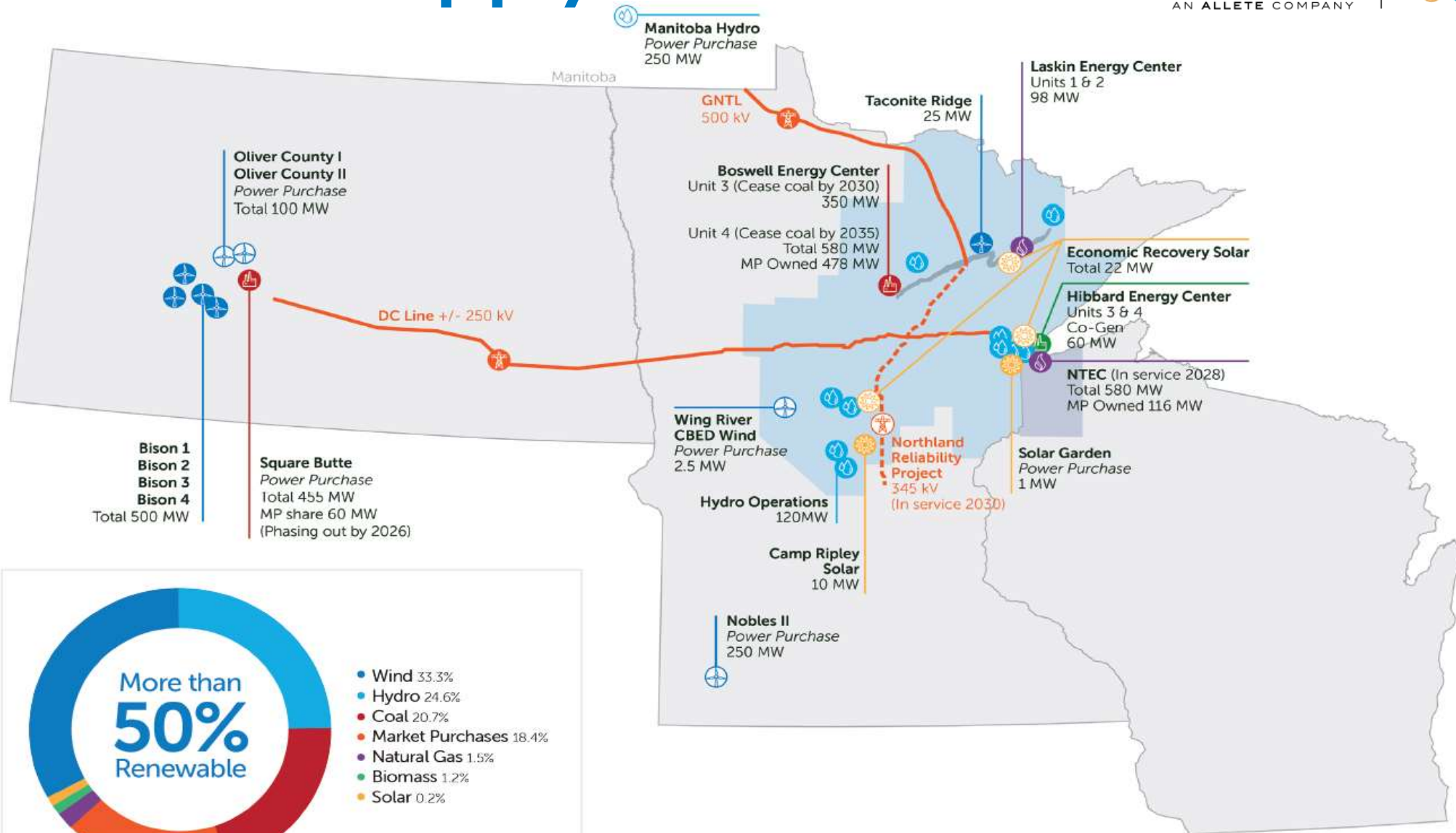
2025 IRP: Key Areas of Focus

Pathways to achieve 100% Carbon Free energy by 2040 while maintaining reliable and affordable energy:

- Post BEC 3 & 4 Coal Operations
 - Viable replacement technologies
 - Just transition for workers & host community
- Baseload retirement study for Hibbard
- Customer programs and products
- Changing demand and load
- Technological readiness and costs
- Transmission to support the transition



Generation Supply



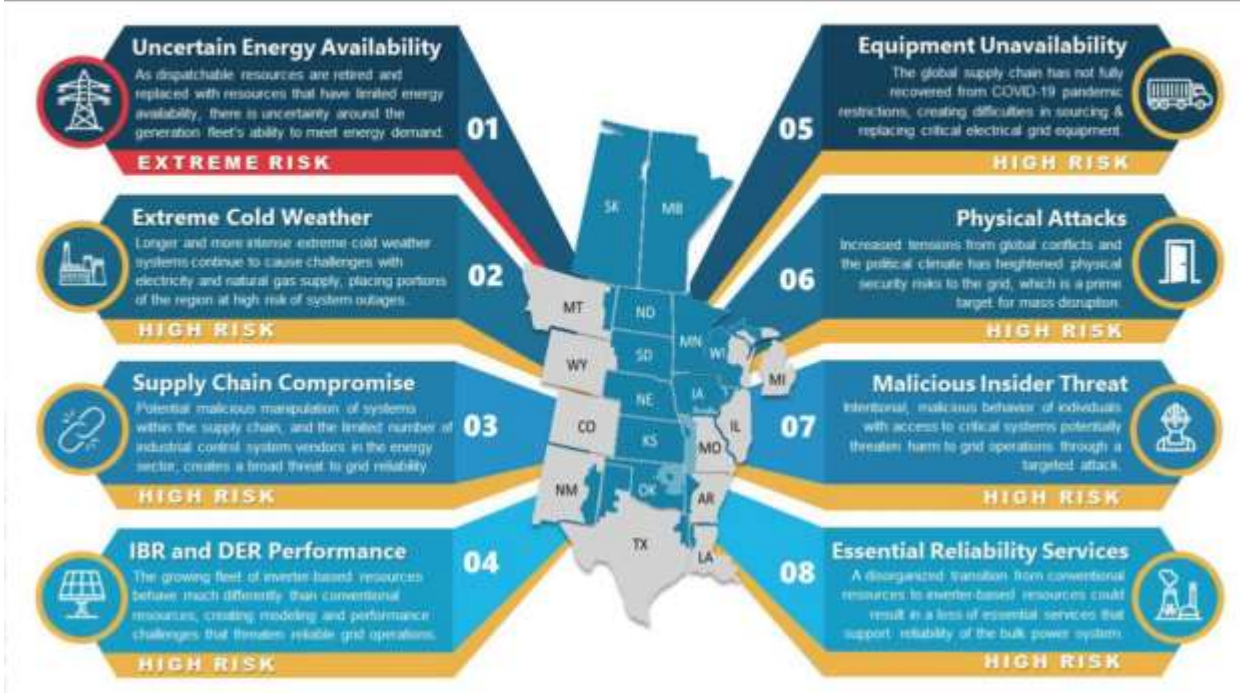
Minnesota Power calculates and reports carbon emissions based on the GHG Protocol. Details in ALLETE's Corporate Sustainability Report (allete.com/sustainability).

Reliability: A Core Issue Facing Today's System...MN Power Integrating Reliability Criteria into Long-Term Planning Process

Item 1.

2024 Regional Risk Assessment

Top risks to the reliable and secure operation of the regional bulk power system.



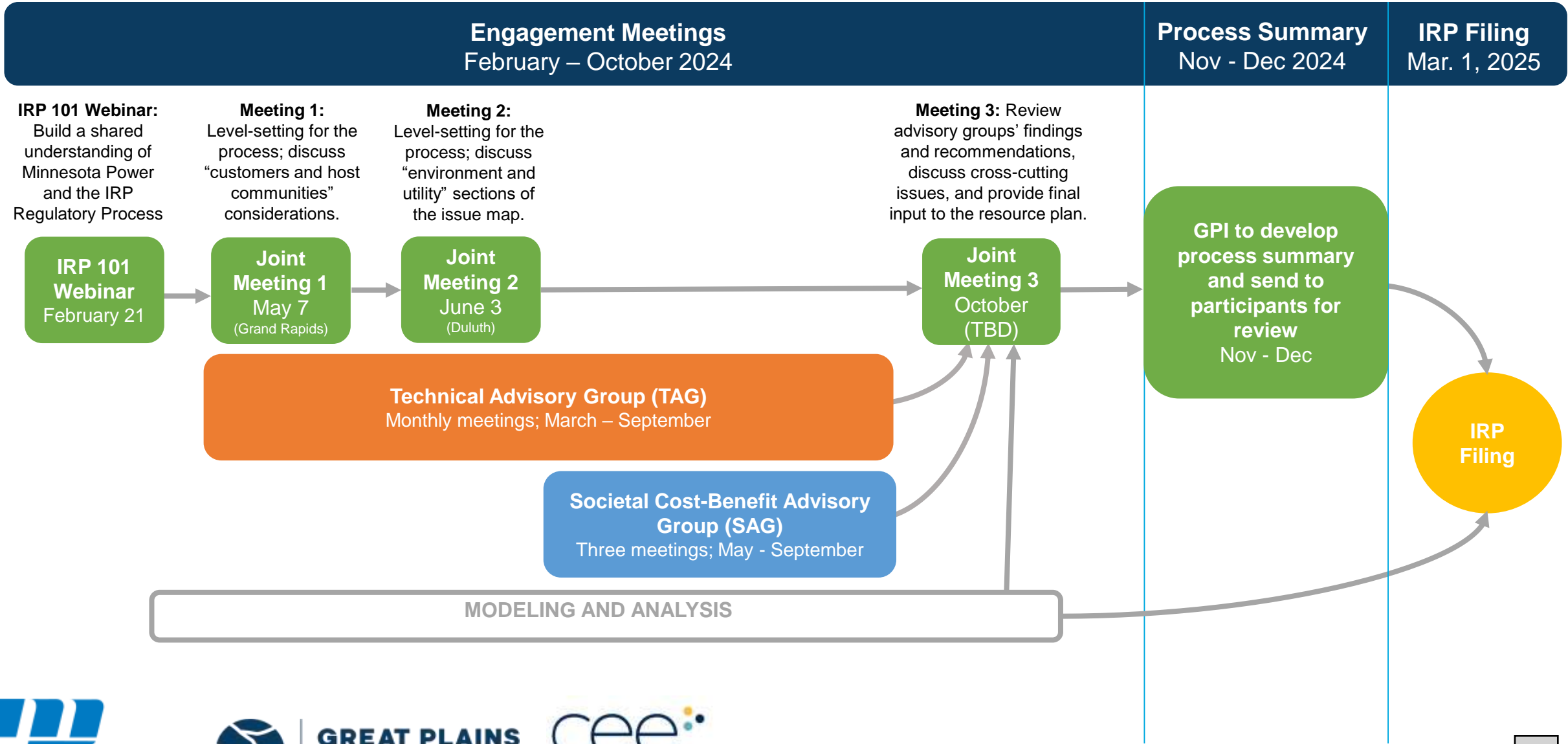
NERC Winter Reliability Assessment:



MISO 2023 OMS Survey:

Committed Capacity shows declines over survey window with potential resource deficits starting in PY 2025/26

Process Timeline





Item 1.



EnergyForward



Questions?

Contact: TJ Otto
totto@mnpower.com





**GRAND RAPIDS PUBLIC UTILITIES COMMISSION
WORK SESSION**

MEETING MINUTES

Wednesday, June 12, 2024

8:00 AM

President Stanley called the meeting to order at 8:02 AM

CALL OF ROLL:

PRESENT: President Tom Stanley, Secretary Luke Francisco, Commissioner Nancy Saxhaug, Commissioner Dale Adams

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

ABSENT: Commissioner Rick Smith with notice

BUSINESS:

1. Consider a motion to approve \$1,450,138.66 verified claims for May 2024.

Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to approve \$1,450,138.66 verified claims for May 2024. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Adams

2. Review draft Electric Infrastructure Transfer policy.

Reviewed draft Electric Infrastructure Transfer policy.

3. Review draft 24 Hour Residential Emergency Locate Liability Waiver

Reviewed draft 24 Hour Residential Emergency Locate Liability Waiver

4. Labor Negotiations Update

Provided the Commission with an update on Labor Negotiations

5. Legionella and Drinking Water Update.

Provided the Commission with an update on Legionella and Drinking Water

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:22 AM.

Respectfully Submitted,

Megan Sjostrand

Megan Sjostrand



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, June 26, 2024

4:00 PM

President Stanley called the meeting to order at 4:01PM

PUBLIC FORUM:

Michelle Carlson, the majority owner of Paradise Park Manufactured Home Community, along with her mother, Mary Ives, discussed their concerns regarding the Electrical Infrastructure Transfer policy

CALL OF ROLL:

PRESENT: President Tom Stanley, Commissioner Nancy Saxhaug, Commissioner Rick Smith, Commissioner Dale Adams

OTHERS: Julie Kennedy, Jean Lane, Steve Mattson, Chad Troumbly, Mike LeClaire, Megan Sjostrand, Mike Kane, Michelle Carlson, Mary Ives

ABSENT: Secretary Luke Francisco with notice

PRESENTATION:

- 1. Mike Kane from GIS Insurance presented updated insurance information.**

APPROVAL OF MINUTES:

- 2. Consider a motion to approve the May 8, 2024 Work Session Minutes and the May 22, 2024 Regular Meeting Minutes.**

Motion made by Commissioner Smith, Seconded by Commissioner Adams to approve the May 8, 2024 Work Session Minutes and the May 22, 2024 Regular Meeting Minutes.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

VERIFIED CLAIMS:

- 3. Consider a motion to approve \$859,621.71 verified claims for May and June 2024.**

Motion made by Commissioner Adams, Seconded by Commissioner Smith to approve \$859,621.71 verified claims for May and June 2024. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

COMMISSION REPORTS:

Commissioner Adams reports on community members being curious when they will notice the chlorination in their water.

Commissioner Saxhaug comments on the publicity of Chlorination.

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 Commissioner Smith to approve the consent agenda as presented. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

4. Consider a motion to ratify a leave of absence for Megan Sjostrand.

Approved on consent agenda.

5. Consider a motion to approve the June 2024 semi-annual write off of \$16,285.32 uncollectible accounts receivable.

Approved on consent agenda.

6. Consider a motion to approve the procurement contract with Minnesota Power for Substation Battery Replacement at Grand Rapids 115 kV Substation for \$44,000 and allow the General Manager to sign the Scope of Work.

Approved on consent agenda.

7. Consider a motion to ratify the purchase of vLoc3 RTK-Pro from Utility Logic in the amount of \$12,135.00.

Approved on consent agenda.

8. Consider a motion to approve the 24-Hour Residential Emergency Locate Liability Waiver.

Approved on consent agenda.

9. Consider a motion to approve the procurement with Trenchers Plus for a Brush Chipper for \$52,654 and allow the General Manager to sign the purchase agreement.

Approved on consent agenda.

10. Consider a motion to ratify the procurement contract with Warning Lites, Inc. for two portable messaging boards for \$7,600.00.

Approved on consent agenda.

11. Consider a motion to ratify the procurement contract with WDIO for the water system chlorination video production and a commercial spot not to exceed \$10,645.

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

SAFETY:

12. Consider a motion to adopt the A Workplace Accident & Injury Reduction Program (AWAIR) policy.

Motion made by Commissioner Adams, Seconded by Commissioner Smith to adopt the A Workplace Accident & Injury Reduction Program (AWAIR) policy. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

13. Review Safety Monthly Report

Reviewed Safety Monthly Report

ADMINISTRATION:

14. Consider a motion to approve the 2024-2026 Labor Agreement between AFSCME Local 3456 and the Grand Rapids Public Utilities Commission, as ratified by the Union on June 5, 2024, and implement requisite pay adjustments retroactively to January 1, 2024.

Motion made by Commissioner Saxhaug, Seconded by Commissioner Adams to approve the 2024-2026 Labor Agreement between AFSCME Local 3456 and the Grand Rapids Public Utilities Commission, as ratified by the Union on June 5, 2024, and implement requisite pay adjustments retroactively to January 1, 2024. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

15. Review Administration Department Monthly Report

Reviewed Administration Department Monthly Report

BUSINESS SERVICES DEPARTMENT:

16. Consider a motion to approve the revised Ancillary Services and Fees Schedule.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the revised Ancillary Services and Fees Schedule. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

17. Consider a motion to approve the July 1, 2024, renewal of the General Liability and Commercial Property Insurance with LMCIT in the amount up to \$158,228, authorize payment of premium, and authorize the President to sign the annual Liability Coverage Waiver Form accepting the monetary limits on municipal tort liability established by MN SS 466.04.

Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to approve the July 1, 2024, renewal of the General Liability and Commercial Property Insurance with LMCIT in the amount up to \$158,228, authorize payment of premium, and authorize the President to sign the annual Liability Coverage Waiver Form accepting the monetary limits on municipal tort liability established by MN SS 466.04. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

ELECTRIC DEPARTMENT:

18. Consider a motion to adopt the Electric Infrastructure Transfer policy

Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to table the consideration of adopting the Electric Infrastructure Transfer policy to the August 14th meeting. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

19. Consider a motion to approve renewing the Class A Electrical Contractor license EA750168 with the State of Minnesota.

Motion made by Commissioner Smith, Seconded by Commissioner Adams to approve renewing the Class A Electrical Contractor license EA750168 with the State of Minnesota. Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

20. Review Electric Utility Monthly Report

Reviewed Electric Utility Monthly Report

WATER AND WASTEWATER DEPARTMENT:

21. Review Water Utility Monthly Report

Reviewed Water Utility Monthly Report

22. Review Wastewater Utility Monthly Report

Reviewed Wastewater Utility Monthly Report

DEPARTMENT HEAD REPORT:

23. Water & Wastewater Department Head Presentation

Water/Wastewater Department Manager, Steve Mattson gave the Department Head Presentation

ADJOURNMENT:

There being no further business, the meeting was adjourned at 5:10 PM.

Respectfully submitted,

Megan Sjostrand

Megan Sjostrand, Executive Assistant



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 24, 2024

AGENDA ITEM: Consider a motion to approve \$1,906,215.33 verified claims for June and July 2024.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

See attached check registers:

Computer check register \$1,438,990.63

Manual check register \$467,224.70

RECOMMENDATION:

Consider a motion to approve \$1,906,215.33 of verified claims for June and July 2024.

Grand Rapids Public Utilities
Accounts Payable
June/July 2024
(Meeting Date: 7/24/2024)

Item 3.

NAME	AMOUNT	NAME	AMOUNT
218 Electric	13,720.00	Nextera	2,146.75
Altec Industries	835.18	North Cental Laboratories	183.94
Badger State Inspections	12,000.00	Northeast Technical Services	19,922.25
Border States	35,574.58	Procise Solutions	1,618.75
Cannon Technologies	7,924.80	Public Utilities	2,283.70
Carquest	23.69	Quality Flow	17,190.00
Central McGowan	615.75	Railroad Management Company	379.14
City of Grand Rapids	24,767.90	Rapids Radio	955.50
Cole Hardware	382.86	Rapids Welding	52.78
Compass Minerals	8,697.80	RCB Collections	250.05
Cooperative Response Center	2,584.42	RMB	2,475.20
Corona Environmental Consulting	58,594.29	Rob's Bobcat	20,610.00
Dakota Supply Group	156.60	Sandstroms	1,237.10
Davis Oil	2,487.21	SpryPoint	79,200.00
Electric Pump	16,560.48	Stuart Irby	8,872.91
Fastenal	2,185.80	TNT Construction	5,598.00
Figgins Truck & Trailer	1,999.68	Trout Enterprises	50.00
Frontier Energy	6,616.75	USA Bluebook	991.35
Gopher State One Call	233.55	Vessco	17,335.25
Grainger	839.10	Vestis	421.64
Grand Rapids Newspapers	98.60	Viking Electric	2,819.18
Hach	6,581.10	Waste Management	2,832.49
Hawkins	792.96	WDIO	5,025.00
Hawkinson Construction	2,891.44	Wesco	86,351.33
Herc-U-Lift	952.00	WUSZ-FM	427.00
Idexx	3,943.17	Xerox	228.03
Industrial Lubricant Company	4,120.00		
Itasca County	771.97	Energy Efficiency Rebate:	
Jamar Company	3,607.00	1st Avenue Condos	35.00
Johnson, Killen, & Seiler	1,546.50	Cone, Janet	170.00
Locators & Supplies	114.70	GR Evangelical Free Church	35.00
McMaster-Carr	4,072.87	Grand Terrace Apartments	393.85
MN Municipal Utilities	1,575.00	Grosland, Thomas	20.00
MN Power	920,721.64	Gunderson, Jon	1,000.00
MN Pump Works	380.78	Namchek, Ronald	1,000.00
MN Rural Water Association	400.00	Nelson, Judy	182.57
Mulcahy	3,531.56	Pederson, Barry & Becky	400.00
		Siegle, Ryan	400.00
		Walker, Anne	20.00
		Total	1,436,015.49

June 2024 Check Register

Item 3.

Document Date	Check #	Vendor Name	Document Amount	
6/1/2024	5141	Northeast Service Cooperative	65,252.52	6/30/2024
6/1/2024	5142	Northeast Service Cooperative	4,899.00	6/30/2024
6/5/2024	5143	Invoice Cloud	3,296.80	6/30/2024
6/10/2024	5144	Wells Fargo Pcard	4,299.36	
6/17/2024	5145	WEX Health	1,177.17	6/30/2024
6/14/2024	5146	Public Employees Retirement Association	17,469.18	6/14/2024
6/14/2024	5147	MN Department of Revenue	4,719.85	6/14/2024
6/14/2024	5148	Wells Fargo Bank	28,404.06	6/14/2024
6/14/2024	5149	Empower Retirement	9,646.27	6/14/2024
6/25/2024	5150	WEX Health	101.75	6/30/2024
6/28/2024	5151	Public Employees Retirement Association	18,276.49	6/28/2024
6/28/2024	5152	MN Department of Revenue	5,023.69	6/28/2024
6/28/2024	5153	Wells Fargo Bank	29,694.14	6/28/2024
6/28/2024	5154	Empower Retirement	10,006.22	6/28/2024
6/20/2024	5155	MN Department of Revenue	75,097.00	6/30/2024
6/26/2024	5156	TASC	72.96	6/30/2024
6/5/2024	83152	Customer Refunds Utility Accounts	12.15	6/30/2024
6/5/2024	83153	Customer Refunds Utility Accounts	527.86	6/30/2024
6/5/2024	83154	UPS	94.64	6/5/2024
6/5/2024	83155	MN Energy Resources Corporation	30.00	6/5/2024
6/5/2024	83156	First Net AT & T Mobility	391.18	6/5/2024
6/5/2024	83157	Verizon Wireless	1,083.31	6/5/2024
6/5/2024	83158	Mattson Steve	22.11	6/5/2024
6/14/2024	83207	Waste Management of WI MN	1,964.52	6/14/2024
6/14/2024	83208	Postage By Phone System	5,000.00	6/14/2024
6/14/2024	83209	UPS	64.64	6/14/2024
6/14/2024	83210	UNUM Life Insurance Company of America	3,813.55	6/14/2024
6/14/2024	83211	Radtke James	6,714.00	6/14/2024
6/14/2024	83212	Customer Refunds Utility Accounts	470.21	6/30/2024
6/14/2024	83213	Customer Refunds Utility Accounts	42.18	6/30/2024
6/14/2024	83214	Customer Refunds Utility Accounts	111.16	6/30/2024
6/14/2024	83215	Customer Refunds Utility Accounts	273.83	6/30/2024
6/14/2024	83216	Customer Refunds Utility Accounts	113.75	6/30/2024
6/14/2024	83217	Customer Refunds Utility Accounts	123.58	6/30/2024
6/14/2024	83218	Customer Refunds Utility Accounts	1,826.32	6/30/2024
	83219	voided		
6/14/2024	83220	Customer Refunds Utility Accounts	81.64	6/30/2024
6/14/2024	83221	Customer Refunds Utility Accounts	74.99	6/30/2024
6/14/2024	83222	MN Child Support Payment Center	427.31	6/14/2024
6/14/2024	83223	NCPERS Group Life Insurance	80.00	6/14/2024
6/18/2024	83224	City of LaPrairie	17,302.40	6/30/2024
6/26/2024	83225	UPS	17.00	6/26/2024
6/26/2024	83226	Hansen Mark	269.99	6/26/2024
6/26/2024	83227	Xerox Corporation	71.42	6/26/2024
6/26/2024	83228	MN Energy Resources Corporation	45.00	6/26/2024
6/26/2024	83229	UNUM Life Insurance Company of America	3,813.55	6/26/2024

6/26/2024 83230	US Bank Equipment Finance	315.73	6/26/2024
6/26/2024 83231	Lane Jean	1,459.08	6/26/2024
6/27/2024 83290	City of Grand Rapids	136.50	6/30/2024
6/28/2024 83291	City of Grand Rapids	68,327.60	6/30/2024
6/28/2024 83292	City of Grand Rapids	72,333.33	6/30/2024
6/28/2024 83293	MN Child Support Payment Center	427.31	6/28/2024
6/28/2024 83294	MN Council 65	1,926.40	6/28/2024

Item 3.

Checks Previously Approved **	0.00
Manual Checks/EFT to be approved	467,224.70
Total Manual Checks	467,224.70



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 24, 2024

AGENDA ITEM: Consider a motion to confirm the hiring of 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 \$40.00 per hour for no more than 14 hours per week from July 1 to December 31, 2024. This is a temporary part-time position. GRPU will assess the additional need to continue a temporary part-time accounting specialist position in 2025 depending on the timeliness of the ERP software implementation and which will be determined during the 2025 budgeting process.

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 2024 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, 2024, with completion of services expected by December 31, 2024.
Employment Status:	Employee is considered a part-time temporary employee of Grand Rapids Public Utilities Commission (GRPUC). The FLSA classification is non-exempt.
Services Provided:	Under the supervision of the Business Services Manager: <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:	Time worked will be recorded and submitted to payroll. Time worked will be approved by the GRPU Business Services Manager.
Payment:	The rate of pay will be \$40 per hour for up to 14 hours per week.
Benefits:	This position will not qualify for holiday pay, PTO, PERA or Deferred Compensation. This position will not qualify or receive medical, dental, and life insurance.
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: July 24, 2024

AGENDA ITEM: Consider a motion to declare a Wastewater Operations Director vacancy exists, ratify the internal posting, and authorize the external advertising, if needed, for the position.

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

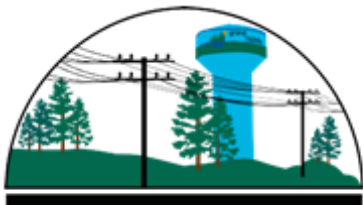
On July 5, 2024, Jeff Frost, Wastewater Operations Director, submitted his resignation notification effective July 23, 2024. Jeff has served GRPU as a member of the GRPU staff for the past 8.5 years. Jeff has accepted a new position with MN Rural Water, and we wish him well in his new endeavor.

Though we are currently working toward changing the hours of operation at the WWTP, we are currently not in a situation with the transition plan to not replace Jeff. As a result, we posted an internal notice of vacancy in which we received two applications. If neither applicant is selected, we will decide the next steps for filling the position.

I am recommending the Commission declare a vacancy exists, ratify the internal posting and authorize the external advertising, if needed, for the position.

RECOMMENDATION:

Declare a Wastewater Operations Director vacancy exists, ratify the internal posting, and authorize the external advertising, if needed, for the position.



GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

Item 5.

500 SE Fourth Street • Grand Rapids, Minnesota 55744

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

NOTICE OF VACANCY

DATE POSTED: July 8, 2024

POSITION: **Wastewater Operations Director**

DEPARTMENT: Water/Wastewater Department

ACCOUNTABLE TO: Water/Wastewater Manager

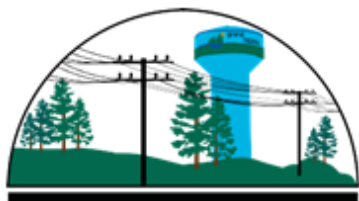
RATE: Pay Grade 6

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 Julie Kennedy, General Manager, jakennedy@grpuc.org, no later than the date listed below.

POSTING CLOSES: July 15, 2024 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.



**GRAND RAPIDS
PUBLIC UTILITIES**

Service is Our Nature

500 SE Fourth Street • Grand Rapids, Minnesota 55744

POSITION TITLE: Wastewater Operations Director
DEPARTMENT: Water/Wastewater
FLSA STATUS: Non-Exempt
DATE: November 2021
ACCOUNTABLE TO: Water/Wastewater Department Manager

Primary Objective of Position

This position is responsible for utilizing technical, administrative, and communication skills under limited supervision to direct the timely and safe operations required in order to provide reliable and compliant wastewater collection and treatment service to the Utility's customers.

Major Areas of Accountability and Job Duties:

Monitor the wastewater system operations, including reviewing historical records, collecting samples, identifying trends, and preparing reports in order to coordinate the operational changes necessary to meet federal, state, and local regulatory requirements.

Maintain up-to-date records, prepare routine and annual reports, and coordinate with consultants and public agencies to remain compliant with the long term planning requirements of the various MPCA, EPA, MDH, and DNR licenses and programs.

Assist in monitoring and overseeing the operation of the SCADA system, computer operating applications, and security systems related to the wastewater collection and treatment operations.

Perform the general laboratory analysis of wastewater in accordance with standard methodologies, interpret data, and provide daily wastewater processing requirements to operations personnel.

Coordinate the laboratory functions necessary for a state certified laboratory, including the development and maintenance of all laboratory procedures.

Communicate with vendors and contractors for suggestions and assist in the selection and purchases to optimize the products/equipment used in the wastewater collection and treatment operations.

Plan, schedule, and direct the work for treatment plant operators in coordination with the Water/Wastewater Department Manager.

Conduct research and confer with supervisors and peers to discuss activities, review progress, and resolve issues on topics such as operations schedules, capital improvements, maintenance requests, and septage hauler billing.

Assist in the preparation of operations budgets, including capital improvement plans, and monitor expenditures for adherence to such budgets.

Observe equipment and facilities to detect existing or potential hazards and broken or damaged equipment.

Respond to complaints of unsafe conditions, evaluate, research, and recommend changes to procedures to increase safety while operating the wastewater collection and treatment equipment.

Develop and maintain a working climate in which operations personnel are motivated to perform to the best of their abilities, including providing regular feedback to employees

Assist in performing the safe operation, maintenance and repair of the municipal wastewater collection and treatment system, as required.

Document procedures used to complete wastewater operations work and train employees, as required.

Lead by example and comply with all workplace safety practices. Evaluate, recognize, and report unsafe conditions and recommend changes to procedures to increase safety.

Follow the applicable federal, state, and local regulatory requirements, including but not limited to those of OSHA, MN OSHA, NESC, EPA, MPCA, MDH and GRPUC as they relate to municipal wastewater collection and treatment system operations.

Provide exceptional customer service to fellow employees, customers, and contractors and make decisions that are always in the best interest of the Utility.

Additional duties as deemed necessary by supervision, which are of an equal or lesser nature, based on the job's qualifications.

Minimum Qualifications:

AAS Degree in Water Resources or Water Environment Technologies, or a BS Degree in Biology, Environmental Science, or a closely related field; or an equivalent combination of education and experience to successfully perform the essential duties of the job.

Valid Minnesota Commercial Class B driver's license, with air brake and tanker endorsement, or have the ability to obtain one prior to employment, and a satisfactory driving record.

Minnesota Pollution Control Agency Class "A" Wastewater Treatment Facility Operator's Certificate and five (5) years of experience working in the operation and/or maintenance a wastewater utility system.

Ability to work toward and obtain a MN Type III Solid Waste Facility Operator Certification within one (1) year of the date of employment.

One (1) year of experience working in a certified environmental testing laboratory and a clear understanding of standard laboratory methodologies and their relationship to wastewater treatment operations.

Complete understanding of the methods, materials, techniques and equipment used in the operation of a wastewater utility, including the understanding of the various regulatory programs required for public

wastewater facilities, the ability to read and interpret operating records, and to troubleshoot and assist in correcting mechanical malfunctions. Applicant will be required to complete a skills assessment.

Ability to demonstrate proficiency in computer software applications, specifically Microsoft Office, GIS, SCADA, and internet applications. Applicant will be required to complete a computer/mobile device skills assessment.

Ability to display careful attention to detail in order to maintain accurate records of information. Ability to correctly add, subtract, multiply, and divide all units of measure, as well as estimate quantities. Applicant will be required to complete a skills assessment.

Exhibit excellent organizational skills and discipline in order to work individually, specifically the ability to independently prioritize and complete assigned work in accordance with the Utility's procedures.

Strong interpersonal skills including tact, diplomacy, and flexibility in order to establish and maintain cooperative working relationships with outside vendors, other public entities, and other employees.

Critical thinking skills and capability of identifying all aspects of a problem to be able to make timely, informed decisions that take into account the facts, goals, constraints, and risks of the situation.

Ability to communicate effectively verbally and in writing, including team meetings, emails, and reports.

Ability to resolve and diffuse conflicts.

Strong sense of honesty, integrity, and credibility.

Availability to work the Utility's normal office hours throughout the regular workweek, as well as possible evenings, weekends, and holidays, if required. Weekday and/or weekend standby and call rotation may be required. Employee is expected to respond promptly if called when emergency work is required.

Preferred Qualifications:

Understanding of the interrelated duties of other departments within the Utility such as customer billing for cooperation and efficient resolution of problems.

Minnesota Department of Health Water License or equivalent knowledge of the principles and practices of water production, treatment, storage and distribution.

Experience with the operation of industrial (pulp and paper) wastewater activated sludge plant operations.

Knowledge of SCADA and computer systems used in operation of water and wastewater facilities.

Experience with heavy equipment, generators, and industrial vehicles.

Understanding of the federal, state, and local regulations as they relate to the position.

Tools and Equipment Used:

Industrial vehicles, hoists, pumps, generators, power, hand and pneumatic tools, presses, gas and arc welders, cutting torches, pumps, gauges, mops, shovels, laboratory equipment, computers and related software, two-way radios, phones, calculators, and copy machines.

Physical Demands / Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.

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 10 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.

While performing the duties of this job, the employee regularly works in an office setting, in a plant setting, and in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, traffic, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment may be moderately loud in field or plant settings and fairly quiet in office settings.

The duties listed above 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 from the position if the work is similar, related or a logical assignment to the position.

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

Commission Approved Date: _____



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 24, 2024

AGENDA ITEM: Consider a motion to ratify the Guaranteed Protection Plan, the State and Local Government Addendum Agreement # 3093736, the Equipment Lease Agreement, and Procurement Order and Security Agreement with Metro Sales Inc. for two leased Ricoh photocopier equipment in the amount of \$7,956.36.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

The GRPU has a longstanding relationship with Metro Sales Inc. for the local government photocopier equipment leasing program. Metro Sales Inc. has proposed a 30% reduction in costs for a three-year addendum to the current state and local government agreement. This contract would extend our existing Ricoh photocopier lease with Metro Sales Inc.

This three-year addendum will allow GRPU to finalize the new ERP software and assess the actual usage of the two Ricoh photocopiers. By the third year, we anticipate a noticeable reduction in photocopier use as GRPU customers adopt the new SpryEngage customer portal and request paperless utility bills.

RECOMMENDATION:

Approve a motion to ratify the Guaranteed Protection Plan, the State and Local Government Addendum Agreement # 3093736, the Equipment Lease Agreement, and Procurement Order and Security Agreement with Metro Sales Inc. for two leased Ricoh photocopier equipment in the amount of \$7,956.36.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 24, 2024

AGENDA ITEM: Consider a motion to ratify the Master Service Agreement, the unmanaged VoIP addendum to the Master Service Agreement, and the derived PRI procurement contract with Nextera Communications for telephone services in the amount of \$5,441.04.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

In collaboration with the City of Grand Rapids, we are preparing to transition to a new telephone system within the next year. To ensure a smooth process and uninterrupted communication during this transition, this contract extends our existing phone service with Nextera Communications for an additional year. This strategic partnership aims to facilitate a seamless telephone upgrade while maintaining reliable service for all stakeholders involved.

RECOMMENDATION:

Approve a motion to ratify the Master Service Agreement, the unmanaged VoIP addendum to the Master Service Agreement, and the derived PRI procurement contract with Nextera Communications for telephone services in the amount of \$5,441.04.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 24, 2024

AGENDA ITEM: Consider a motion to contract with Wells Fargo as GRPU provider for merchant processing services and authorize the General Manager to sign related documents.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

The Business Services Manager has reviewed the merchant processing services for utility customers using credit/debit cards and eChecks to pay their utility bills. Currently, the GRPU incurs fixed fees plus credit/debit and eCheck usage fees, totaling approximately \$3,000 per month. This fee includes a flat charge for a customer portal. Customers are also charged a convenience fee of \$3.50 per online transaction and \$4.50 per phone transaction, with a limit of \$400.00 per transaction.

Wells Fargo's merchant services division can provide these processing services at a lower monthly cost for GRPU. This would allow GRPU to absorb the 0.50% charge on gross credit card sales and eliminate costs for utility customers. However, Wells Fargo does not offer a customer portal, which is part of the SpryEngage utility billing software. Additionally, Wells Fargo's processing will enhance daily cash and monthly revenue reconciliations, as all credit/debit card transactions will settle to the GRPU bank account the next day, compared to the current one- to two-day settlement.

The following agreements from Wells Fargo will require signatures:

- Merchant Processing Application
- Wells Fargo Merchant Services, LLC (WFMS) Pricing Terms
- Authorization Certificate
- Merchant Application Checklist
- Confirmation Page

Supporting documents from Wells Fargo include:

- Treasury Management Pro Forma
- Additional Services

RECOMMENDATION:

Approve motion to contract with Wells Fargo as GRPU provider for merchant processing services and authorize the General Manager to sign related documents.

Treasury Management Product Enrollment

Customer information

Customer name	Grand Rapids Public Utilities Commission	Company ID	PUBLI744
Street address	500 SE 4th St		
City	Grand Rapids	State	MN
		ZIP	55744
Country name	US	Country Code (if applicable)	
Primary contact	Jean Lane	Phone	(218) 326-7199
Email address	jmlane@grpuc.org	Fax	

Customer Legal Entity information

The enrollment contains ACH, Wire, Instant Payments, or Sweep services the following Customer Entities:

Customer Legal Entity name(s)	Entity ID type	Entity ID
Grand Rapids Public Utilities Commission	TIN	416005202

ACH Origination Services - Security Procedure Elections

For detail on the Security Procedure for an applicable initiation method, refer to the language in the Treasury Management Security Procedures Reference Guide. The Initiation Method(s) and Security Procedure(s) Customer has elected for ACH are:

Direct Origination - Secure Application File Exchange Transmission ("SAFE-T")

This transmission platform offers a variety of transmission protocols including hypertext transfer protocol secured (https), FTP over SSL (FTP/S), secure FTP (S-FTP), and Applicability Statement 2 (AS2).

Customer Approval - (Authorized Signature Required)

Each person who signs this form on Customer's behalf is authorized to do so by resolution, agreement or other legally sufficient action of the governing body of Customer, if Customer is not an individual, or is an Authorized Signer on Customer's account. I (a) acknowledge the Customer has received and agrees to Wells Fargo's Service Documentation governing the Treasury Management Services in which the Customer is enrolling, and (b) certify the Customer has authorized me to execute this Product Enrollment Form on its behalf.

Printed name of Authorized Signer

Phone

Signature

Date



Merchant Processing Application and Agreement

Merchant #

File # 3388030

Loc. 1

TELL US ABOUT YOUR BUSINESS/OWNER'S INFORMATION

Your DBA/Outlet Name	Federal Tax ID number
GR Public Utilities	416005202

Your IRS Legal Filing Name	Federal Tax ID type
Grand Rapids Public Utilities Commission	EIN

Business Address (No P.O. Box)
500 SE 4th St

City	State	Zip Code
Grand Rapids	MN	55744

Business Legal Name
Grand Rapids Public Utilities Commission

Contact Name	Contact Phone
Jean Lane	2183267199

Billing Address
500 SE 4th St

City	State	Zip Code
Grand Rapids	MN	55744

Business Contact Email Address	Billing Contact Email Address
jmlane@grpuc.org	jmlane@grpuc.org

Authorized Signer
Julie Kennedy

Title	Phone Number	Date of Birth
General Manager	(218) 326-7687	

Business Address	Country	City
500 SE 4th St	United States	Grand Rapids

State	Zip Code	US Citizen/Resident:
MN	55744	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Business Type: GOVERNMENT UNIT OR AGENCY Number of Employees: 20
 Month/Year Business Started: Mar 1910 Transaction Sources:
 State Incorporated: MN POS Cardswipe/Imprint 0% + Mail Order 0%
 Mag Swipe 0% + Keyed Manually 100% = 100% + Phone Order 0% + Internet 100%
 Business to Business Transactions: 10% + Trade Show 0% + Recurring Transaction 0% = 100%
 Business to Consumer Transactions: 90% Total Annual MC/Visa Volume: \$150,000
 Average Ticket/Sales: \$200 Total Annual Discover Volume: \$4,500
 Product/Services You Sell: Water utility Total Annual Amex Volume: \$22,500
 Total Relationship Annual Card Volume: \$177,000
 Total Cash and Credit Sales: \$1,000,000

Do customers pay before receiving Products/Services? Yes No

When a card is charged and the Products/Services received:

Immediate (0 days)	100%	1 - 4 days	0%
5 - 7 days	0%	8 - 14 days	0%
15 - 30 days	0%	over 30 days	0%

DDA Count	Business Checking Account Number	Transit Routing Number/ABA	Account Type	Roll-up Code	Name of Financial Institution	Type
DDA#1	2220001310	091000019	Checking	1 - Via Category	Wells Fargo Bank, National Association	Deposit/ Chargeback/ Adjustments/ Interchange Fees/Fees
DDA#2	N/A	N/A	N/A	N/A	N/A	N/A
DDA#3	N/A	N/A	N/A	N/A	N/A	N/A

You may settle your Merchant Services funds to an account at the financial institution of your preference. When you use a Wells Fargo account for settlement or other Merchant Services purposes, you must use a Wells Fargo business or commercial deposit account.

Entitlement Option:

Dispute Manager, Business Track, American Express, AVS

Have you previously had an American Express SE Number ? Yes No American Express SE #

Does your business/organization participate in internet gambling or wagering ? Yes No

Legal Disclosures

Important Information about Procedures for Opening a New Account

To help the government fight the funding of terrorism and money laundering activities, U.S. Federal law requires financial institutions to obtain, verify, and record information that identifies each person (individuals and businesses) who opens an account. What this means for you: When you open an account, we will ask for your name, address, date of birth and information that will allow us to identify you. We may also ask for your driver's license or other identifying documents.

Information Sharing: We will keep confidential any information we receive from Client via its use of the Services. Exceptions are that we may disclose such information (a) to third parties as appropriate to provide the Services, (b) to our internal and external auditors, attorneys and regulators, (c) as required or permitted by law, regulation or court order (d) to our respective Affiliates as appropriate.

Privacy Notice: For the categories of personal data that Wells Fargo may collect and how we use it, see the Wells Fargo California Consumer Privacy Act Notice at Collection at <https://www.wellsfargo.com/privacy-security/notice-of-data-collection/>. See additional Wells Fargo privacy notices at <https://www.wellsfargo.com/privacy-security/>.

Important Notice: You agree, in order for us to service the Account or to collect any amounts you owe, we may from time to time make calls and/or send text messages to you at any telephone number(s) we have on record or you provide to us, even if the number is registered to a cell phone and your wireless carrier may charge you message and data fees. The manner in which these calls or text messages are made to you may include, but is not limited to, the use of prerecorded/artificial voice messages and/or an automatic telephone dialing system. You further agree that, in order for us to service the Account or to collect any amounts you owe, we may send electronic communications, including e-mails to you at any e-mail address we have on record or you provide to us. You consent to our leaving artificial or pre-recorded voice messages and to using an auto dialer to call or text your telephone number. In addition, You specifically authorize and give permission to us, Wells Fargo (as defined in paragraph directly below) and our service providers, agents or anyone we authorize acting on our behalf, to contact you pursuant to this paragraph.

The signer(s) to this Merchant Processing Application (the "Application") hereby warrants and represents that it is authorized to sign this Application and provide the authorizations and consents set forth herein, and that the statements made in this Application are true and complete, including disclosure of all principals with twenty-five percent or more ownership in the Applicant. Each such signer(s) on behalf of him or herself and on behalf of the entity listed on this Application ("Applicant") authorizes Wells Fargo Bank, N.A. and Wells Fargo Merchant Services, L.L.C. (collectively, "Wells Fargo") and/or its agent(s) to investigate the individual and business history of Applicant and each representative signing the Application, including obtaining consumer and/or business credit reports, in order to evaluate Applicant's acceptability into the merchant program and providing such credit information to others as needed for such purpose. If the Application is approved, Applicant also authorizes Wells Fargo to obtain subsequent consumer and/or business credit reports in connection with the maintenance, updating, renewal or extension of the Agreement. Applicant agrees to immediately notify Wells Fargo of any material changes in information provided in or in connection with this Application. Applicant and each signer to this Application agree that all business references contacted in connection with this Application, including financial institutions, may release any and all credit and financial information to Wells Fargo, and such information and any other information provided by Applicant or in connection with this Application, may be shared with Wells Fargo's affiliates. Applicant acknowledges having received and reviewed a copy of the Wells Fargo Privacy Policy, which includes a form for Applicant to communicate its privacy and solicitation preferences to Wells Fargo. Any unilateral alteration or modification made by Applicant or its representatives to the text of this Application shall be of no legal effect and at Wells Fargo's discretion may render this Application invalid. Applicant acknowledges that acceptance into Wells Fargo's merchant program is subject to final evaluation and approval by Wells Fargo in its sole discretion.

Applicant acknowledges having received and reviewed a copy of the attached Terms and Conditions, the provisions of which are incorporated herein by reference. Applicant understands and acknowledges that upon the expiration of three (3) calendar days from the date set forth below or after Applicant submits to Wells Fargo Merchant Services, L.L.C. and Wells Fargo Bank, N.A. (collectively "Wells Fargo") its first deposit for settlement, whichever comes first, (the "Rescission Period") Applicant will be bound by all provisions set forth in the Terms and Conditions as it may be amended from time to time, unless Applicant notifies Wells Fargo in writing otherwise within the Rescission Period. Applicant further acknowledges and understands that it has an obligation to promptly contact Wells Fargo regarding any questions pertaining to any provision of the Terms and Conditions.

However, if your Application is approved based upon contrary information stated in the "Tell Us About Your Business" section above, you are authorized to accept transactions in accordance with the percentages indicated in that section. If the Application is approved, each of the undersigned also authorizes us to obtain subsequent consumer reports in connection with the maintenance, updating, renewal or extension of the Agreement. Each of the undersigned furthermore agrees that all references, including banks and consumer reporting agencies, may release any and all personal and business credit and financial information to us.

By signing electronically, Applicant and each individual signing this Merchant Processing Application and Agreement consent to the use of electronic signatures and records in connection with this Application and Agreement, the Personal Guaranty, and all related communications and agreements.

To the extent you request merchant processing services for additional locations beyond those referenced in your application, the terms of your Merchant Processing Agreement shall apply with equal force and effect to such additional locations which are included within the definition of "Merchant".

Failure to provide an accurate Federal Tax Identification Number may result in a withholding of merchant funding per IRS regulations. (See Terms and Conditions for further information.)

By acknowledging this Application and the Agreement, you, Applicant, are expressly agreeing that Wells Fargo may share all of your personally identifiable information (for example, postal and email addresses, tax identification numbers, names and social security numbers of the authorized signer on this Application, account information, etc.), as well as your American Express transaction information (for example, all information required by American Express evidencing charges or credits, including information obtained at the point of sale, information obtained or generated during authorization and settlement, and any chargeback or other fee information related to an American Express payment card transaction), with American Express. American Express may use and share this information to perform its responsibilities in connection with the American Express payment card acceptance services that you receive under this Application and the Agreement. American Express may also use and share this information to promote the American Express Network, to perform analytics and create reports, and for any other lawful business purpose including to call you or send you communications or materials via direct mail, email, SMS, text or facsimile regarding American Express products, services and resources available to you. You consent and agree to receive autodialed, automated and/or prerecorded calls and communications (which may include SMS or text messages) at the telephone number(s) you have provided. If you provide a fax number, you consent and agree to receiving fax communications from American Express. In connection with the foregoing, you understand that the calls made or communications sent to you by American Express may be subject to charges or fees by your telecommunications or other applicable service provider that are your responsibility to pay. You understand that your consent under this paragraph is not a condition of purchasing or receiving any product or service or entering into this Agreement. If you do not wish to receive marketing or other communications from American Express, or if you wish to discontinue accepting American Express payment cards, you must contact Wells Fargo at 1-800-451-5817 to disable your American Express acceptance services, and you will no longer be permitted to accept American Express payment cards under this Application or the Agreement.



Wells Fargo Merchant Services, L.L.C. ("WFMS") Pricing Terms for GR Public Utilities

Proposal Date: 07/16/2024

Form# 046

Sales Consultant: Brian Mcfadden

Credit Card Volume	\$150,000	Communications Method	FRAME/INTERNET
Average Transaction Size	\$200	Internet Gateway	WFPG
Number of Locations	1	Pricing Option	Interchange + Rate
Anticipated Interchange (11) Levels	Utility	024 048/053/324/9YB	
MCC Code	4900	MCC Code Description	UTILITIES-ELECTRIC,GAS,WATER
American Express® Industry Type	Utilities		
Discover® Network Card Program	Yes		

Credit Card Processing Fees (1)

Interchange Plus the following fees:
0.50% On Gross Visa®, MasterCard®, Discover® Network
Card and American Express® Sales

Electronic Benefits Transfer (EBT) & PIN Debit Processing Fees

NOT APPLICABLE

One Time Total Fees	\$0.00
Monthly Total Fees	\$10.00
Annual Total Fees	\$0.00
Other Fees based on your account activity	See Other Fees based on your account activity table below

The above table is for your convenience only and is not intended to set forth all fees that may be associated with your merchant account. Regardless of your transaction volume you will be responsible for the One Time Total Fees, Monthly Total Fees, Annual Total Fees, Other Fees based on your account activity (as set forth in the table above) and Processing Solution Fees. The fees associated with the table above are defined below.

Please review this entire pricing summary, along with the Additional Services page, for a comprehensive list of your fees.

Initial Below

Principal Name 1 Principal Name 2 Principal Name 3 Principal Name 4

Applicable Fee Schedules:

Item 8.

Payment Network Qualification Matrix <https://www.wellsfargo.com/interchangeplus>

Payment Networks Pass-Through Fees <https://www.wellsfargo.com/merchantpassthroughfees>

Merchant Statement Fee Description Glossary <https://www.wellsfargo.com/processingfeeglossary>

Dues, assessments and pass-through fees are disclosed in the schedules referenced above.

Fee schedules are updated periodically. To obtain the current applicable fee schedules, as well as a glossary of fee descriptions that may appear on your merchant statement, please refer to the URLs above for more information. If you have questions or cannot access the schedules, please contact your Merchant Card Representative and request that a copy of the applicable fee schedules be mailed or faxed to you.

As noted in your Merchant Agreement, Payment Networks change their rates/fees from time to time. They are likely to revise rates/fees in April and October, but this timing is subject to change. To learn more about impacts to fee schedules resulting from Payment Network changes, please visit the URLs above or request an updated schedule.

One Time Fees			
Set-Up Fees		\$0.00	per location
Equipment Installation Fee		\$0.00	
Terminal Reprogramming Fee (Terminal)	# of Terminals: 0	\$0.00	per terminal
Integrated Terminal Swap Fee for PIN Injection	# of Terminals: 0	\$0.00	per terminal
Swap Fee for PIN Injection	# of PIN Pads: 0	\$0.00	per PIN Pad
Card Imprinter Option	# of imprinters: 0	\$0.00	per imprinter
Rush Shipping Option		\$0.00	
One Time Total Fees		\$0.00	

Monthly Fees			
Monthly Service Fee		\$0.00	per location
Statement Billing Fee (Paper Statement) ⁽⁷⁾		\$10.00	
PCI Compliance Service Program Fee ⁽⁸⁾		\$0.00	per location
Monthly Total Fees		\$10.00	

Annual Fees			
Annual Fee		\$0.00	per location
Annual Compliance Support Fee ⁽⁵⁾		\$0.00	per location
Annual Total Fees		\$0.00	

Initial Below

Principal Name 1 Principal Name 2 Principal Name 3 Principal Name 4

Other Fees based on your account activity		Item 8.
Authorization/EDC Fee – Visa, Mastercard, Discover Network Card (Credit and Non-PIN Debit) ⁽³⁾	\$0.00	per attempt
Authorization/EDC Fee – American Express (Credit and Prepaid) ⁽³⁾	\$0.00	per attempt
American Express EDC and Discover EDC Authorization ⁽⁶⁾	N/A	per attempt
American Express EDC and Discover EDC Capture Fee	N/A	per attempt
Electronic Address Verification Service Fee	\$ 0.01	per attempt
Voice Authorization Fee	\$0.75	per attempt
Voice (Manual) Address Verification Fee	\$2.00	per attempt
Monthly Minimum Processing Fee ⁽⁹⁾	\$0.00	per month
Incoming Chargeback Fee ⁽²⁾	\$25.00	per incoming chargeback
Incoming/Outgoing Exception Chargeback Fee ⁽²⁾	\$25.00	per exception chargeback
Chargeback Fax / Mail Fee ⁽¹⁸⁾	\$10.00	per Fax / Mail response
Non-validation PCI Compliance Fee ⁽⁸⁾	\$25.00	per location, per month
GeP Services Fee Visa/Mastercard (refunds, credits, returns and chargebacks are independent transactions)	1% per transaction	
GeP Services Fee American Express(refunds, credits, returns and chargebacks are independent transactions)	0% per transaction	
Other Fees based on your account activity Total Fees	Based on account activity	

Processing Solutions			
Type	Quantity	Financing Method	Total w/o TAX
WFPG	1	CUSTOMER OWNED	\$0.00

(1) Clients may elect to participate in the Discover Network Card program or the Discover EDC program, but not both. Under the "Discover Network Card program," Clients receive all Discover-related authorization, processing and settlement services from WFMS. Under the "Discover EDC program," Clients enter into a direct agreement with Discover, and WFMS provides only authorization and capture services related to Discover Network Cards. Clients may also elect to participate in the American Express program or the American Express EDC program, but not both. Under the "American Express program," Clients receive all American Express-related authorization, processing and settlement services from WFMS. Under the "American Express EDC program," Clients enter into a direct agreement with American Express, and WFMS provides only authorization and capture services related to American Express Cards. In all cases, any services provided by WFMS for Discover and American Express transactions are subject to the terms of Client's Agreement with WFMS.

(2) Client acknowledges and understands that an authorization only indicates the availability of the Cardholder's credit at the time the authorization is requested. It does not warrant that the person presenting the card is the rightful Cardholder, nor is it an unconditional promise or guarantee that Client will not be subject to a chargeback or debit. A chargeback fee applies to all chargebacks processed by WFMS.

Initial Below

Principal Name 1 Principal Name 2 Principal Name 3 Principal Name 4

(3) Authorization/EDC Fee applies to Visa and Discover Network Card credit authorizations, all Visa, Mastercard, Discover Network Card and American Express approvals (pre-authorizations, authorizations and authorization reversals), denials, batch inquiries, batch entry transactions and includes any transaction fees and capture fees. This fee does not apply to Discover EDC and American Express EDC.

(5) The Annual Compliance Support Fee will be assessed and deducted from Client's Settlement Account at each anniversary date after the effective date.

(6) American Express EDC/Discover EDC Authorization Fees apply to all approvals (pre-authorizations, authorizations and authorization reversals), denials, batch inquiries and batch entry transactions.

(7) The monthly Statement Billing Fee can be waived if Client elects to access the monthly statement through Business Track or the Clover Dashboard instead of receiving a paper copy by mail. Once enrolled online, please contact Customer Service at 1-800-451-5817 to request that paper statements no longer be mailed. If online access is terminated by Client or as a result of at least 180 days of online inactivity, paper statements will be reinstated with the applicable monthly Statement Billing Fee. For information about online enrollment, please see Additional Services or contact Customer Service.

(8) The monthly PCI Compliance Service Program Fee and Non-validation PCI Compliance Fee are part of the mandatory PCI Compliance Service Program. These fees apply to Level 3 and Level 4 Clients who utilize, a card not present solution, a gateway or value added reseller (VAR). The program includes access to SecureTrust, a PCI Compliance solution to help Client comply with the Payment Card Industry Data Security Standards (PCI DSS) requirements. Clients are required to register and complete a PCI DSS certification process by visiting <https://managepci.com>. If Client does not comply or fails the PCI DSS certification process, Client will be charged a monthly Non-validation PCI Compliance Fee until the account becomes compliant.

(9) If the total discount fee billed to the Client for Visa, Mastercard, Discover Network Card and American Express transactions in one month is less than the Monthly Minimum Processing Fee, then an additional fee will be charged to the Client equal to the Monthly Minimum Processing Fee less the total discount fee.

(11) American Express charges Program Pricing fees and not interchange. Program Pricing fees and interchange fees are subject to change.

(18) If Client elects to respond to a Chargeback via fax or mail, a dispute fee will be assessed for each response submitted. Business Track Dispute Manager and Clover Disputes are available as an online option at no additional cost. If not already enrolled, Client can self-enroll by logging into BusinessTrack.com and accessing Dispute Manager or logging into their Clover Dashboard and choosing Clover Disputes.

American Express may Chargeback without first sending an Inquiry any time a Cardmember disputes a charge for any reason other than actual or alleged fraud. If in any three (3) consecutive months, the monthly ratio of Chargebacks (less Chargeback Reversals) to gross Charges (less Credits) exceeds one percent (1%), then an Excessive Chargeback fee for in the amount of \$25 per Chargeback will be applied after the "excessive chargeback" threshold has been met.

Client will be responsible for any charges assessed by outside third parties that are not disclosed on the proposal. To the extent that this pricing proposal includes pricing for third party products and services, WFMS disclaims legal liability and responsibility for said products and services. Client's agreement with the third party provider shall govern Client's relationship with the third party provider. In the event that WFMS is billed for the third party's services, Client will reimburse WFMS for such services.

Client acknowledges and understands that WFMS shall have no responsibility or liability for any third party hardware or software procured and used by Client. To the extent Client has any issues, concerns or liability related to such hardware or software, Client must deal directly with the third party provider from whom Client procured the hardware or software. In no event will WFMS be responsible for any indirect, incidental or consequential damages that Client may incur as a result of using any third party hardware or software.

Initial Below

Principal Name 1 Principal Name 2 Principal Name 3 Principal Name 4

WFMS' proposal and associated pricing is based on the information provided. Any difference to our stated understanding may affect the proposed pricing. Without a signed agreement, this proposal expires 60 days from the proposal date stated above.

Item 8.

Rounding. In the event the amount being billed to Client for any line item on this pricing proposal includes a total ending in less than a full cent, WFMS will either round such amount up or down to the nearest cent.

Fees for supplies, shipping, handling and applicable sales tax may apply and are subject to change without notice. Additional information will be available upon request.

Initial Below

Principal Name 1 Principal Name 2 Principal Name 3 Principal Name 4

Principal Name: Julie Kennedy _____

Title: General Manager _____

Signature: _____

Date: _____

Principal Name: _____

Title: _____

Signature: _____

Date: _____

Principal Name: _____

Title: _____

Signature: _____

Date: _____

Principal Name: _____

Title: _____

Signature: _____

Date: _____

Additional Services for GR Public Utilities

Mastercard® Authorization Integrity

Based on how you process Mastercard authorizations, your Mastercard Authorization Type is: final authorization. If you have any questions regarding your Mastercard Authorization Type, please call Customer Service at 1-800-451-5817.

A Mastercard pre-authorization must meet all of the following requirements:

- The authorization is requested for an estimated amount (final authorization amount is unknown).
- The authorization amount may be adjusted when the final transaction amount is greater than the original authorized amount.
- The authorization must be cleared or reversed within 30 days

A Mastercard final authorization must meet all of the following requirements:

- The final authorization amount is known.
- The authorization must be cleared or fully reversed within 7 days
- The clearing amount must equal the authorized amount when the authorization is approved in full.
- The clearing currency code must equal the authorized currency code.

Business Track®

Wells Fargo Merchant Services provides reports through the Business Track secure portal, an internet-based service that provides merchants with fast access to transaction information. Business Track access allows you to check the activity on your account. You are able to view deposits, credits and checking account transfers, all with a simple mouse click. By having detailed transaction activity available on a daily basis, you can easily reconcile your account as your business grows. Business Track access is available at no additional cost to you. Enroll anytime at businesstrack.com.

Dispute ManagerSM

Dispute Manager is the optional service designed to help you manage retrieval requests and chargeback disputes more effectively. It is part of a comprehensive solution that enables research and the online exchange of information between you and Wells Fargo for dispute/chargeback management. Retrieval requests for chargebacks can be retrieved on Dispute Manager and setup so the requests can be emailed to you. It is your responsibility to check Dispute Manager or your email for retrieval requests. You can enroll in Dispute Manager from the Business Track secure portal or by calling Customer Service at 1-800-451-5817. Monthly User Access Fee (Per User) is: \$0



Request for Taxpayer Identification Number and Tax Certification

IRS Legal Filing Name: Grand Rapids Public Utilities Commission

Business Federal Tax Identification: 416005202

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person; and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. (Does not apply to U.S. based accounts)

Certification instructions. If you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return, please do not sign this form as we are not able to process your merchant application at this time.

Principal Name: Julie A Kennedy

Signature: _____

Date: _____

Do not sign the above if you are not a U.S. citizen, resident alien, or other U.S. entity for U.S. tax purposes.

Please provide the appropriate Form W-8 with this application. If any joint owner of this account provides an IRS Form W-9, I understand all income will be reported to that person or entity under the rules in Chapters 3, 4, and 61 of the U.S. Internal Revenue Code.

Privacy Notice: For the categories of personal data that Wells Fargo may collect and how we use it, see the Wells Fargo California Consumer Privacy Act Notice at Collection at <https://www.wellsfargo.com/privacy-security/notice-of-data-collection/>. See additional Wells Fargo privacy notices at <https://www.wellsfargo.com/privacy-security/>.

Merchant Application Checklist, Acknowledgement and Signature Page

This Merchant Processing Application and Agreement includes the following documents and schedules below. The Legal Disclosure is on page 2 of this Application. Each of the documents referenced below and provided to you as part of your Merchant Processing Agreement contains material and important information pertinent to your use of our processing services. Please review these documents thoroughly prior to submitting your application for merchant processing services.

By initialing beside each document below, I acknowledge having received and reviewed the referenced documents, and agree to the terms therein:

Merchant Processing Application and Agreement:

Merchant Initials

- . Wells Fargo Privacy Policy <https://www.wellsfargo.com/privacy-security/privacy/individuals/>
- . Tell Us About Your Business/Owner's Information
- . Legal Disclosures
- . Pricing Terms
- . Additional Services
- . Payment Network Qualification Matrix <https://www.wellsfargo.com/interchangeplus>
- . Payment Networks Pass-Through Fees <https://www.wellsfargo.com/merchantpassthroughfees>

Merchant Initials

Wells Fargo Merchant Services Terms and Conditions (WFB1023c):

www.wellsfargo.com/termscustom1023

Merchant Resources: www.wellsfargo.com/paymentnetworks

Wells Fargo Merchant Services Operating Rules: www.wellsfargo.com/operatingrules

Merchant Initials

For Gateway merchants, it is your responsibility to ensure AVS/CVV2/CVC2 settings are appropriate to deter fraud for your particular type of business.

If you do not have Internet access, please contact your sales consultant and request a copy of the applicable documents be mailed or faxed to you.

Applicant (and its principal(s) acting on its behalf) acknowledge and understand that by signing below, whether electronically or otherwise, Applicant expresses its intention to enter into a binding agreement with Wells Fargo. Further, each principal signing below on behalf of Applicant hereby warrants and represents that such principal is authorized to sign this Merchant Processing Application and Agreement and has all power, authorization and necessary consents to bind Applicant as set forth herein.

IRS Legal Filing Name: Grand Rapids Public Utilities Commission

Item 8.

Principal Name: Julie Kennedy

Title: General Manager

Signature: _____

Date: _____

Principal Name: _____

Title: _____

Signature: _____

Date: _____

Principal Name: _____

Title: _____

Signature: _____

Date: _____

Principal Name: _____

Title: _____

Signature: _____

Date: _____



Confirmation Page

This Confirmation Page documents your acceptance of the Agreement. The following information summarizes portions of the Agreement in order to assist you in answering some of the questions most commonly asked.

- **Your fees for certain Services** set forth in this Agreement are based on the interchange rates set by the Card Organization. Any transactions that fail to qualify at your anticipated interchange levels will be charged an additional fee.
- **We may debit your bank account** for amounts owed to us.
- **Chargebacks** may occur for many reasons. When they occur we will debit your settlement funds or Settlement Account. For more details refer to the Operating Rules.
- **If you dispute any charge or funding**, you must notify us within 60 days of the date of the merchant statement with the disputed charge or funding.
- **The Agreement limits our liability to you** as described in the Terms and Conditions and applicable Schedules.
- **We have assumed certain risks** by agreeing to provide you with the Services. To mitigate our risk we may terminate the Agreement, hold monies otherwise payable to you, or take other actions as permitted in the Agreement.
- **Effective June 16, 2023**, we no longer offer the option to lease or rent additional payment processing devices for your current or new business locations, whether or not you leased or rented previously. By executing this Agreement and using our services, you are confirming your acceptance of these changes to your Merchant Agreement.
- **By entering into the Agreement** you are authorizing us to obtain financial and credit information regarding your business and the signers and guarantors of the Agreement until all your obligations to us are satisfied.

Your IRS Filing Name: Grand Rapids Public Utilities Commission

By signing below, you acknowledge that you have received the Application, the Terms and Conditions (version WFB1023c), the Operating Rules, this Confirmation Page and Schedules all of which are incorporated into the Agreement. You represent and warrant that (a) all information provided in the Application is true and complete and properly reflects the business, financial condition, and principal partners, owners, or officers of yours; and (b) the persons signing the Application and this Confirmation Page are authorized to bind you to all provisions of the Agreement. You accept the Agreement and agree to comply with all its terms. Upon our receipt of the signed Confirmation Page, the Application for merchant processing services will be reviewed. You understand that the Application is subject to our approval. A copy of the Terms and Conditions is available at www.wellsfargo.com/termscustom1023 and the Operating Rules is available at wellsfargo.com/operatingrules.

Authorized signer (please sign above)

Julie A Kennedy

Printed name of authorized signer

General Manager

Title

Date

Wells Fargo U.S. Consumer Privacy Notice

FACTS

WHAT DOES WELLS FARGO DO WITH YOUR PERSONAL INFORMATION?

Why?	Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some but not all sharing. Federal law also requires us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.
What?	The types of personal information we collect and share depend on the product or service you have with us. This information can include: <ul style="list-style-type: none"> • Social Security number and employment information • Account balances and transaction history • Credit history and investment experience
How?	All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons Wells Fargo chooses to share; and whether you can limit this sharing.

Reasons we can share your personal information	Does Wells Fargo share?	Can you limit this sharing?
For our everyday business purposes — such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, or report to credit bureaus	Yes	No
For our marketing purposes — with service providers we use to offer our products and services to you (please see below to limit the ways in which we contact you)	Yes	No
For joint marketing with other financial companies	No	We don't share
For our affiliates' everyday business purposes — information about your transactions and experiences	Yes	No
For our affiliates' everyday business purposes — information about your creditworthiness	Yes	Yes
For our affiliates to market to you	Yes	Yes
For nonaffiliates to market to you	No	We don't share

To limit our sharing	<ul style="list-style-type: none"> • Call 1-888-528-8460 — our menu will prompt you through your choices. • Online and mobile banking customers - sign on and from the My Profile or Profile menu, select Change Privacy Preferences or Privacy Preferences. <p>Please note: If you are a new customer, we can begin sharing your information 30 days from the date we sent this notice. When you are <i>no longer</i> our customer, we can continue to share your information as described in this notice.</p> <p>However, you can contact us at any time to limit our sharing.</p>
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To limit direct marketing	<ul style="list-style-type: none"> • To limit our direct marketing to you by mail or telephone, call 1-888-528-8460 — our menu will prompt you through your choices • Online and mobile banking customers - sign on and from the My Profile or Profile menu, select Change Privacy Preferences or Privacy Preferences. <p>Please note: A Do Not Call election is effective for five years, or while you are an active consumer customer, if longer than five years. The Do Not Mail election is effective for three years. You may continue to receive marketing information in regular account mailings and statements, when you visit us online or at an ATM. You may also be contacted to service your account or participate in surveys. If you have an assigned client manager or team, they may continue to contact you to assist you in managing your portfolio or account relationship.</p>
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Questions?	Call 1-800-TO-WELLS (1-800-869-3557) or go to wellsfargo.com/privacy-security
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Who we are

Who is providing this notice?	Wells Fargo U.S. companies that use Wells Fargo in their names, except for entities and businesses that provide their own notice, and other companies listed in the <i>Wells Fargo U.S. legal entities and businesses</i> section below.
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What we do

How does Wells Fargo protect my personal information?	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings. For more information visit wellsfargo.com/privacy-security
How does Wells Fargo collect my personal information?	<p>We collect your personal information, for example, when you:</p> <ul style="list-style-type: none"> • Open an account or make deposits or withdrawals from your accounts • Apply for a loan or use your credit or debit card • Seek advice about your investments <p>We also collect your personal information from others, such as credit bureaus, affiliates, or other companies.</p>
Why can't I limit all sharing?	<p>Federal law gives you the right to limit only:</p> <ul style="list-style-type: none"> • Sharing for affiliates' everyday business purposes — information about your creditworthiness • Affiliates from using your information to market to you • Sharing for nonaffiliates to market to you <p>State laws and individual companies may give you additional rights to limit sharing. See below for more on your rights under state law.</p>
What happens when I limit sharing for an account I hold jointly with someone else?	Your choices will apply individually unless you tell us otherwise. Any account holder may express a privacy preference on behalf of the other joint account holders.

Definitions

Affiliates	<p>Companies related by common ownership or control. They can be financial and non-financial companies.</p> <ul style="list-style-type: none"> • Our affiliates include financial companies with Wells Fargo in their name such as Wells Fargo Bank, N.A., and Wells Fargo Clearing Services, LLC.
Nonaffiliates	<p>Companies not related by common ownership or control. They can be financial and non-financial companies.</p> <ul style="list-style-type: none"> • Wells Fargo does not share with nonaffiliates so they can market to you.
Joint marketing	<p>A formal agreement between nonaffiliated financial companies that together market financial products or services to you.</p> <ul style="list-style-type: none"> • Wells Fargo does not jointly market.

Other important information

Important Notice about Credit Reporting: We may report information about your account(s) to credit bureaus and/or consumer reporting agencies. Late payments, missed payments, or other defaults on your account(s) may be reflected in your credit report and/or consumer report.

Do Not Call Policy. This Privacy Notice constitutes Wells Fargo's Do Not Call Policy under the Telephone Consumer Protection Act for all consumers. Wells Fargo maintains an internal Do Not Call preference list. Do Not Call requests will be honored within 30 days and will be effective for at least five years from the date of request. Telemarketing calls or prerecorded/artificial message calls may be made to residential or cellular phone numbers that appear on the Wells Fargo Do Not Call list with the appropriate consent. If you do not have an account with Wells Fargo & Company, call 1-800-869-3557 (1-800-TO-WELLS) to be placed on the Wells Fargo & Company's Do Not Call list.

Nevada residents: We are providing you this notice pursuant to state law. You may be placed on our internal Do Not Call List by following the directions in the *To limit direct marketing* section. For more information regarding our telemarketing practices, contact us at 1-800-869-3557; PrivacyCenter@wellsfargo.com, or Wells Fargo, P.O. Box 5110, Sioux Falls, SD 57117-5110.

If you would like more information regarding this Nevada law, contact: Bureau of Consumer Protection, Office of the Nevada Attorney General, 555 E. Washington St., Suite 3900, Las Vegas, NV 89101; 702-486-3132; AgInfo@ag.nv.gov.

Vermont residents: We will not disclose information about your creditworthiness to our affiliates other than as permitted by Vermont law, unless you authorize us to make those disclosures.

Business-to-business: Wells Fargo is committed to protecting personal information that may be collected online and offline in a business-to-business context, including the personal information of individuals in their capacities as representatives of business entities. For the categories of personal data that Wells Fargo may collect and how we use it, see the Wells Fargo California Consumer Privacy Notice at Collection at <https://www.wellsfargo.com/privacy-security/notice-of-data-collection/>.

Wells Fargo U.S. legal entities and businesses covered by this notice

Wells Fargo U.S. banks, except banks and businesses listed below as having their own privacy notice, and companies with "Wells Fargo" in their names, including Wells Fargo Bank, N.A.

The following legal entities and businesses are *not* covered by this notice and have separate privacy notices:

- Wells Fargo Retail Services, a division of Wells Fargo Bank, N.A.
- Wells Fargo Clearing Services, LLC; or Wells Fargo Clearing Services, LLC, doing business as Wells Fargo Advisors
- Wells Fargo Advisors Financial Network, LLC
- Any insurance company, insurance agency or other company that has its own privacy notice or policy
- Businesses that have provided a separate privacy notice governing specified accounts or relationships



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 24, 2024

AGENDA ITEM: Consider a motion to adopt resolution 07-24-24-03 providing preliminary authority to repay an interfund loan from the City of Grand Rapids, Minnesota.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

Contracts have been executed with SpryPoint for the GRPU-only utility software and with Oracle for NetSuite, the joint city and GRPU ERP software. The total cost for the utility billing software is \$474,200. The joint city/utility ERP software costs totaled \$739,351, with the city's share being \$345,628 and GRPU's share \$393,723.

The City has finalized its funding and opted to issue Equipment Certificates totaling \$1,055,000, supported by a \$225,000 financial contribution from GRPU. As GRPUC is not pledging utility revenues to the Equipment Certificates, an interfund loan between the city and GRPUC will be established for the life of the debt. Resolution 07-24-24-03, attached herewith, approves the City's issuance of the Equipment Certificates, stipulating that GRPUC will utilize utility revenues to repay the interfund loan.

Upon the City's adoption of its award resolution on August 12th, it will approve an interfund loan to loan the proportionate share of Equipment Certificates' proceeds to GRPUC.

Subsequently, following pricing, GRPUC will adopt a resolution to repay the loan from utility revenues, aligning with the final terms of the Equipment Certificates. This resolution is expected to occur at the August 28th meeting, post-pricing but prior to bond closing.

RECOMMENDATION:

Adopt resolution 07-24-24-03 providing preliminary authority to repay an interfund loan from the City of Grand Rapids, Minnesota.

GRAND RAPIDS PUBLIC UTILITIES COMMISSION

RESOLUTION NO. 07-24-24-03

RESOLUTION PROVIDING PRELIMINARY AUTHORITY TO
REPAY AN INTERFUND LOAN FROM THE CITY OF GRAND
RAPIDS, MINNESOTA

WHEREAS, the City of Grand Rapids (the “City”), through its Public Utilities Commission (the “PUC”), owns and operates as a revenue-producing convenience, systems for the distribution of electricity, production and distribution of water, and collection and treatment of sewer and wastewater for the use of the City and its inhabitants and other customers (collectively, the “Facilities”);

WHEREAS, the PUC and the City desire to acquire new enterprise resource planning software including financial systems, utility billing, customer service, and mobile service order software to be used jointly by the PUC and the City (the “Project”);

WHEREAS, the estimated cost of the PUC’s share of the Project is \$685,000;

WHEREAS, the City intends to issue its General Obligation Equipment Certificates, Series 2024B (the “Bonds”) in the estimated aggregate principal amount of \$1,055,000 to finance the Project;

WHEREAS, following the issuance of the Bonds, the City will provide an interfund loan to the PUC from a portion of the proceeds of the Bonds in the estimated principal amount of \$685,000 that will be repaid from revenues of the PUC’s Facilities;

NOW THEREFORE, BE IT RESOLVED, by the Grand Rapids Public Utility Commission, in Grand Rapids, Minnesota, as follows:

1. The PUC approves of the issuance by the City of the Bonds on terms and conditions consistent with the following:
 - a. The portion of the Bonds that will be loaned to the PUC shall not exceed \$685,000 (the “Interfund Loan”).
 - b. The Interfund Loan shall be payable in accordance with terms set by the City following the sale of the Bonds and shall mature no later than December 31, 2032, subject to earlier maturities or mandatory redemption as may be determined by the City.
 - c. The Bonds shall be subject to optional redemption prior to maturity on such terms and conditions as the City Council shall determine to be advantageous and marketable.
 - d. The PUC will use utilize revenues of its Facilities to repay the Interfund Loan.
2. Staff is authorized and directed to cooperate with City staff and the City’s legal and municipal advisors in offering the Bonds for sale.
3. This resolution shall take effect immediately upon adoption.

Adopted by the Grand Rapids Public Utilities Commission on this 24th day of July, 2024.

GRPU Member

Attested:

GRPU Member



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 24, 2024

AGENDA ITEM: Consider a motion to approve the procurement contract with Badger State Inspection for the cleaning of the water system clear well for \$12,000.00.

PREPARED BY: Steve Mattson, Water/Wastewater Manager

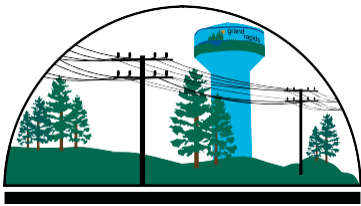
BACKGROUND:

This purchase is part of the Legionella mitigation efforts to ensure successful implementation of disinfection into the water supply. Cleaning out legacy deposits of iron, manganese and sedimentation will greatly reduce the potential of creating disinfection by-products.

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

RECOMMENDATION:

Approve a motion to approve the procurement contract with Badger State Inspection for the cleaning of the water system clear well for \$12,000.00.



**GRAND RAPIDS
PUBLIC UTILITIES**

Service is Our Nature

500 SE Fourth Street • Grand Rapids, Minnesota 55744

SAFETY REPORT July 2024 Commission Meeting

Safety Topic This Month

Jay Reading (MMUA JTS Program) trained electrical staff on lightning protection and grounding best practices on July 11. Safety Brad trained field employees on trenching and excavating and trained water operators and maintenance staff on new WTP chemicals (chlorine and ammonia) on June 18.

Safety Committee Program Review This Month

Safety Brad reviewed Radon Testing and Employee Hearing testing with the safety committee on July 18.

Incidents Reported last Month by Department

Administration: None Electric: None
Business Services: None Water-Wastewater: None

Cumulative Incidents for 2024

Recordable Incidents	0
Lost Time Days 2024	0
Restricted Days 2024	0
First Aid Only (not recordable)	1

Total FROI 1

Recordable Incident 5-year History

	2020	2021	2022	2023	2024
ADMIN	0	0	0	0	0
BUS SVCS	0	0	0	1	0
ELEC	0	0	0	0	0
W-WW	3	1	0	0	0
TOTAL	3	3	0	1	0



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 24, 2024

AGENDA ITEM: Review and discuss the 2024 Q2 Annual Plan Scorecard

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

In 2023, the Commission developed a new strategic plan to serve as a roadmap for the future development and growth of utility services in our community. GRPU’s 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. GRPU’s mission is to empower their team members to deliver safe, reliable, affordable, sustainable, and customer-focused utility services for our community.

The strategic plan is organized around the following five “pillars” of activity:

- Uninterrupted, High-Quality Utility Services (US)
- Strategic and Sustainable Fiscal Management (FM)
- Engaging and Educating the Community (EC)
- Use and Stewardship of the Natural Environment (NE)
- Operational Excellence (OE)

Each year following updated and reaffirmed strategic direction from the Commission, the General Manager and staff create an annual operating plan. The annual operating plan includes SMART goals within the five “pillars” developed by the priorities and strategic intent of the Commission. A scorecard on progress toward achieving each approved goal/deliverable will be presented to the Commission in the months following the end of each quarter (April, July, October, and January).

Attached is the 2024 Q2 scorecard for discussion at the Commission meeting.

RECOMMENDATION:

Review and discuss the 2024 Q2 Annual Plan Scorecard.



GRPU 2024 Operating Plan Scorecard
As of July 15, 2024

Exceeding	Blue
In Process	Light Green
Ongoing	Green
Completed	Dark Green with !!

Caution	Yellow
At Risk	Red
Postponed	Pink

NA for now	Grey
Abandoned	Purple
Added	Orange

Item 12.

Goal	Deliverable	Responsible	Target Date	Q1	Q2	Q3	Q4	Comments
Strategic Pillar: Uninterrupted, High Quality Utility Services (US)								
US-1	Initial draft of 10-year CAPEX plan	Steve, Chad	07/31/24	In Process	In Process			To be presented at 8/14/24 Work Session for discussion.
US-1, US-4, FM-1, OE-2	Substantially operating ERP system (est 90% of modules functioning and collecting data)	Jean	12/31/2024 03/31/2025	In Process	In Process			Scheduling difficulties. New target date.
US-1, US-4, FM-1, OE-2	Select ERP platform with cap plan feature and customer portal	Jean	2/29/2024 04/24/2024	In Process	Completed			SpryPoint agreement approved 02/28/24. NetSuites agreement approved 04/24/24.
US-2	WTP renovation project progress includes scoped, engineered, bids received and contractor selected	Steve	12/31/24 5/31/2025	In Process	Postponed			Postponed for <i>Legionella</i> mitigation efforts. Resuming planning in Q3. New target date.
US-3, NE-1	100% televised WWC system	Steve	10/31/2024 7/15/2025	Caution	Postponed			Postponed for <i>Legionella</i> mitigation efforts. Starting in Q3. New target date.
US-4, EC-2	Public outage map is live and optimized according to defined expectations, then publicly promoted	Chad, Mike, Julie	5/31/24, ongoing promo	In Process	In Process			Map completed in Q2, weblink being promoted in Q3.
US-5	Risk management policy adoption	Julie	4/30/2024 09/30/2024	Postponed	Postponed			Postponed to Q3. To be presented at Sept 11 WS. New target date.



GRPU 2024 Operating Plan Scorecard
As of July 15, 2024

Exceeding	Blue
In Process	Light Green
Ongoing	Green
Completed	Dark Green with !!

Caution	Yellow
At Risk	Red
Postponed	Pink

NA for now	Grey	Item 12.
Abandoned	Purple	
Added	Orange	

Goal Deliverable Responsible Target Date Q1 Q2 Q3 Q4 Comments

Strategic Pillar: Strategic and Sustainable Fiscal Management (FM)

US-1, US-4, FM-1, OE-2	Select ERP platform with cap plan feature and customer portal	Jean	2/29/2024 – 04/24/2024	In Process	Completed				SpryPoint agreement approved 02/28/24. NetSuites agreement approved 04/24/24.
US-1, US-4, FM-1, OE-2	Substantially operating ERP system (est 90% of modules functioning and collecting data)	Jean	12/31/2024 – 03/31/2025	In Process	In Process				Scheduling difficulties. New target date.
FM-1, FM-2	Final adoption of operating reserve policy (includes emergency funding)	Jean	3/31/2024 – 12/31/2024	Postponed	In Process				Postponed for new auditor insight/knowledge. New target date.
FM-3	Collect data and be prepared to kick off a full rate study in early 2025	Jean	12/31/24	In Process	In Process				
NE-2, FM-3, EC-2	Quarterly POGM meetings on Solar Plus Battery Storage Optimization	Chad, Julie	12/31/24	Completed	Ongoing				



GRPU 2024 Operating Plan Scorecard
As of July 15, 2024

Exceeding	Blue
In Process	Light Green
Ongoing	Green
Completed	Dark Green with !!

Caution	Yellow
At Risk	Red
Postponed	Pink

NA for now	Grey
Abandoned	Purple
Added	Orange

Item 12.

Goal Deliverable Responsible Target Date Q1 Q2 Q3 Q4 Comments

Strategic Pillar: Engaging and Educating the Community (EC)

EC-1	Follow comprehensive customer campaign plan developed in 2023 for the 2024 year by month (including fact sheets and legal notices)	Julie, Jean, Paula	12/31/24	Green	Green			Public education via staffers, website, social media, radio, TV updates.
EC-1, EC-2, NE-3	Be present in some form at the 2024 home show to educate the community for electric and water (e.g. "Wipes Clog Pipes" and rebate programs)	Chad, Steve, Paula	01/31/24	Dark Green with !!	Green			Participated in local home show for the first time, evaluating feasibility of attending.
EC-1, EC-2, EC-3	Plan and carry out website content updates on a cyclical basis	Megan, Julie	3/31/24 and ongoing	Green	Green			Water utility section updated in Q1, electric section in progress, full revamp in Q3.
US-4, EC-2	Public outage map is live and optimized according to defined expectations, then publicly promoted	Chad, Mike, Julie	5/31/24, ongoing promo	Light Green	Light Green			Map completed in Q2, weblink being promoted in Q3.
EC-2	Publish annual report summarizing projects and financial results	Julie	7/31/2024 12/31/2024	Yellow	Pink			Develop 2024 annual report for template for 2025 distribution. New target date.
EC-3, OE-2	Hold two joint council and commission meetings to align City of GR and GRPU on policies and projects jointly owned, report on prior year's results	Julie	4/30/24 8/31/24	Light Green	Dark Green with !!			Review date for 2nd meeting - Aug, Sept, or Oct?



GRPU 2024 Operating Plan Scorecard
As of July 15, 2024

Exceeding	Blue
In Process	Light Green
Ongoing	Green
Completed	Dark Green with !!

Caution	Yellow
At Risk	Red
Postponed	Pink

NA for now	Grey
Abandoned	Purple
Added	Orange

Item 12.

Goal Deliverable Responsible Target Date Q1 Q2 Q3 Q4 Comments

Strategic Pillar: Use and Stewardship of the Natural Environment (NE)

US-3, NE-1	100% televised WWC system	Steve	10/31/2024– 7/15/2025	Yellow	Pink			Postponed for Legionella mitigation efforts. Starting in Q3. New target date.
US-5c, NE-2,	WWTP landfill cover reconstruction substantially complete including new demand agreements in place	Steve	12/31/2024– 12/31/2025	Pink	Pink			Delayed to 2025 to meet industrial customer's needs. New target date.
NE-2, FM-3, EC-2	Quarterly POGM meetings on Solar Plus Battery Storage Optimization	Chad, Julie	12/31/24	Green	Green			
EC-1, EC-2, NE-3	Be present in some form at the 2024 home show to educate the community for electric and water (e.g. "Wipes Clog Pipes" and rebate programs)	Chad, Steve, Paula	01/31/24	Dark Green with !!	Green			Participated in local home show for the first time, evaluating feasibility of attending.
EC-1, EC-2, NE-3,	Market the "wipes clog pipes" campaign	Steve	03/31/24	Light Green	Light Green			In progress as July customer campaign.



GRPU 2024 Operating Plan Scorecard
As of July 15, 2024

Exceeding	Blue
In Process	Light Green
Ongoing	Green
Completed	Dark Green with !!

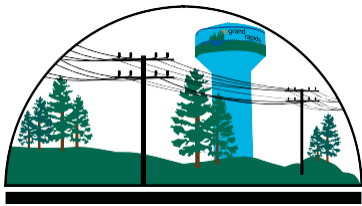
Caution	Yellow
At Risk	Red
Postponed	Pink

NA for now	Grey	Item 12.
Abandoned	Purple	
Added	Orange	

Goal Deliverable Responsible Target Date Q1 Q2 Q3 Q4 Comments

Strategic Pillar: Operational Excellence (OE)

US-1, US-4, FM-1, OE-2	Select ERP platform with cap plan feature and customer portal	Jean	2/29/2024 04/24/2024	In Process	Exceeding				SpryPoint agreement approved 02/28/24. NetSuites agreement approved 04/24/24.
US-1, US-4, FM-1, OE-2	Substantially operating ERP system (est 90% of modules functioning and collecting data)	Jean	12/31/2024 03/31/2025	In Process	In Process				Scheduling difficulties. New target date.
OE-1	Purchase identified safety equipment including a woodchipper, shop hood, clinic lift station lifting structure, and others as identified throughout the year	Chad, Steve	6/30/24 9/30/2024 custom	In Process	In Process				Shared with City. Shop hood completed. Lifting structure install end of Q3. New target date.
OE-1	Implementation of classification compensation and approval of the labor contract	Julie	3/31/2024 06/30/2024	In Process	Exceeding				Labor agreement approved on 06/26/2024.
OE-1	Success sharing	Julie	3/31/2024 09/30/2024	In Process	In Process				Delayed by labor negotiations, initial presentation to staff Q3.
OE-1	Quarterly all employee to improve clear communication process and lead to improved NPS per annual survey	Julie, Meg	No Q1, 5/9, 9/12, 12/3	Abandoned	In Process				Abandoned Q1 meeting for Legionella mitigation efforts, remaining mtgs scheduled.
OE-1	Robust comprehensive organizational training and development program	Julie	6/30/2024 10/31/2024	In Process	In Process				Delayed by labor negotiations, developed in Q3 by 2025 budget time.
OE-1	Succession planning for business services manager transition	Julie, Jean, Chery	8/31/2024 10/31/2024	In Process	Caution				Behind schedule - city/GRPU collaboration - to be completed by 2025 budget time.
OE-1	Implement employee resource portal	Jean	12/31/2024 03/31/2025	In Process	In Process				Part of ERP project. Scheduling difficulties. New target date.
EC-3, OE-2	Hold two joint council and commission meetings to align City of GR and GRPU on policies and projects jointly owned, report on prior year's results	Julie	4/30/24 8/31/24	In Process	Exceeding				Review date for 2nd meeting - Aug, Sept, or Oct?



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ADMINISTRATION DEPARTMENT MONTHLY REPORT July 2024 Commission Meeting

Human Resources

- Linda George, former GRPU Accounting Technician, is providing temporary, part-time accounting assistance to staff during the ERP software implementation, starting July 15, 2024.
- Jeff Frost, Wastewater Operations Director, submitted his resignation effective July 23, 2024. An internal notice of vacancy was posted and two applications were received. Interviews are being conducted next week. If neither applicant is selected, management staff will decide next steps for filling the position.

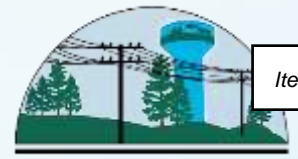
Public Involvement

- Participating with IEDC and City on economic development site visits
- Electric Department participating in local Safety Camp in August
- Decision not to participate in Tall Timber Days parade this year due to conflicting staff commitments
- Participating in the City's Climate Action Advisory Committee and looking into Community Resilience Hub Grant Partnership with MNIPL, carbon-free wholesale power preferences, and plans for increasing electrification (i.e. EVs, rooftop solar, transportation fleet, building upgrades)

Governance

- Evaluating and assessing feasibility and benefits of City-GRPU collaborative initiatives
- Developing improved record retention workflow for staff

Electric Utility



Item 14.

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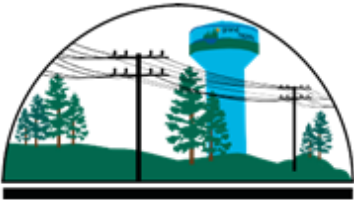
July 24, 2024 Commission Meeting



Fire Dept by Downed Power Line



Large Tree Caused Damage



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ELECTRIC DEPARTMENT MONTHLY REPORT July 2024 Commission Meeting

Electric Load Graph Last Month

The NEMMPA gross peak was set on 6/25 at 4:30pm. Minnesota Power discharged the battery at 1 MW and was successful at shaving the peak, but it did push the next peak to earlier that day, with a net reduction of 470kW. The battery was exercised a total of 4 times in June.

(see figure 3, red areas).

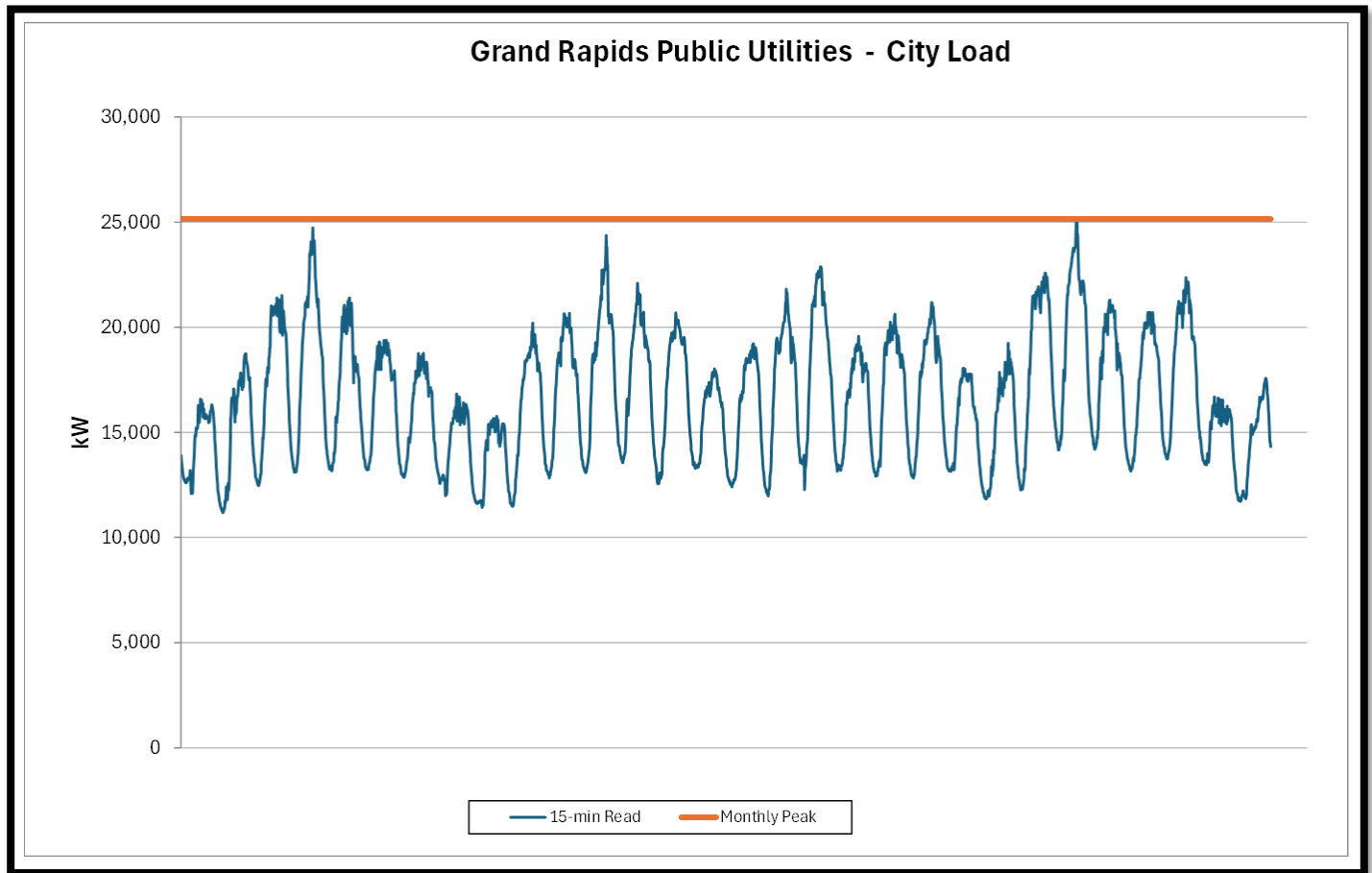


Figure 2: 25,143 kW GR Peak

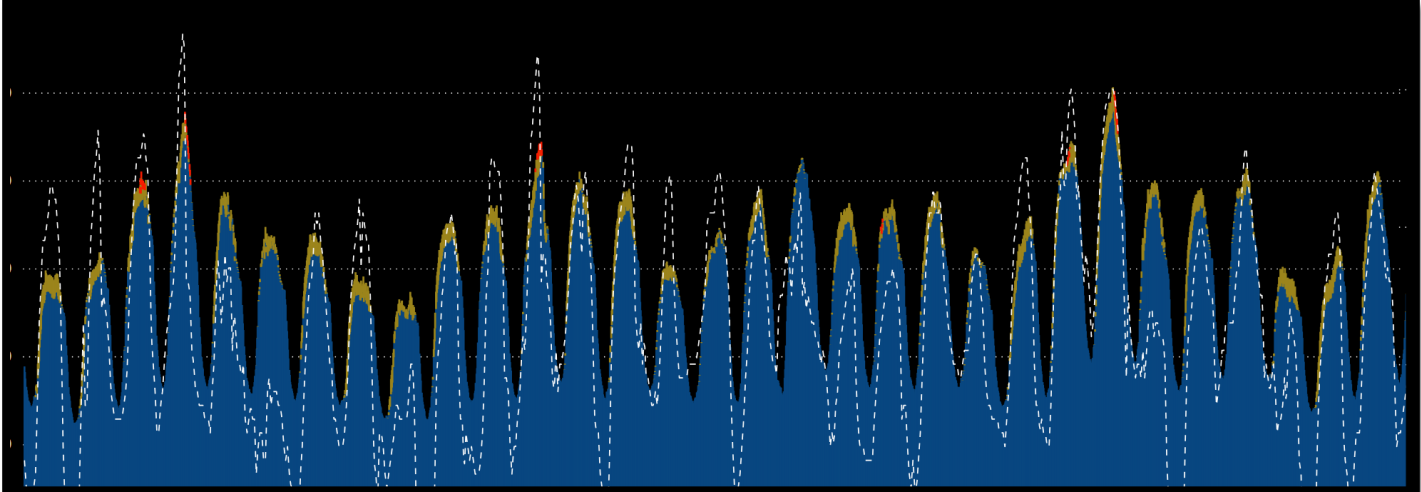


Figure 3: NEMMPA Load with Battery & Solar.

NEMMPA vs. non-NEMMPA Peak Last Month

The attached graph shows the aggregated NEMMPA peak versus non-NEMMPA peak.

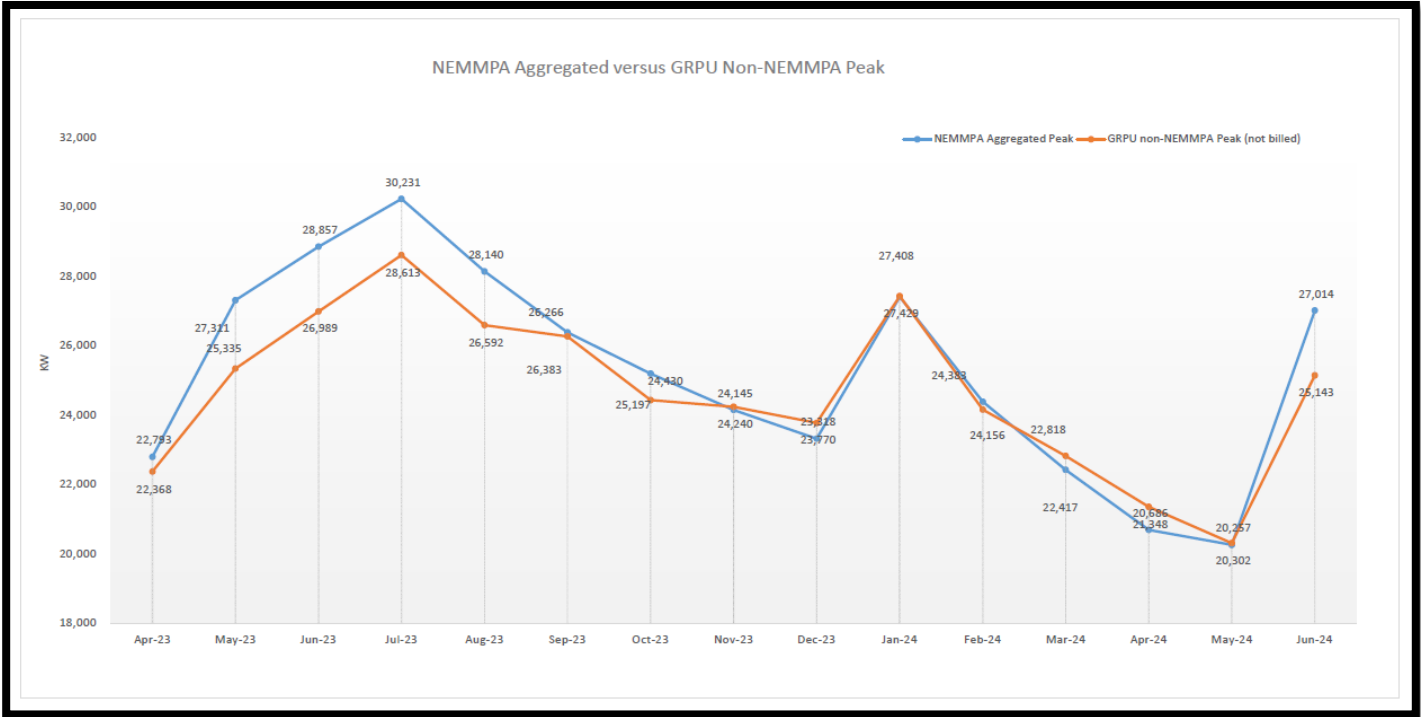


Figure 4: NEMMPA Peak -vs- non-NEMMPA

Effective Wholesale Electric Power Rate Last Month

The attached graph shows the effective wholesale electric rate.

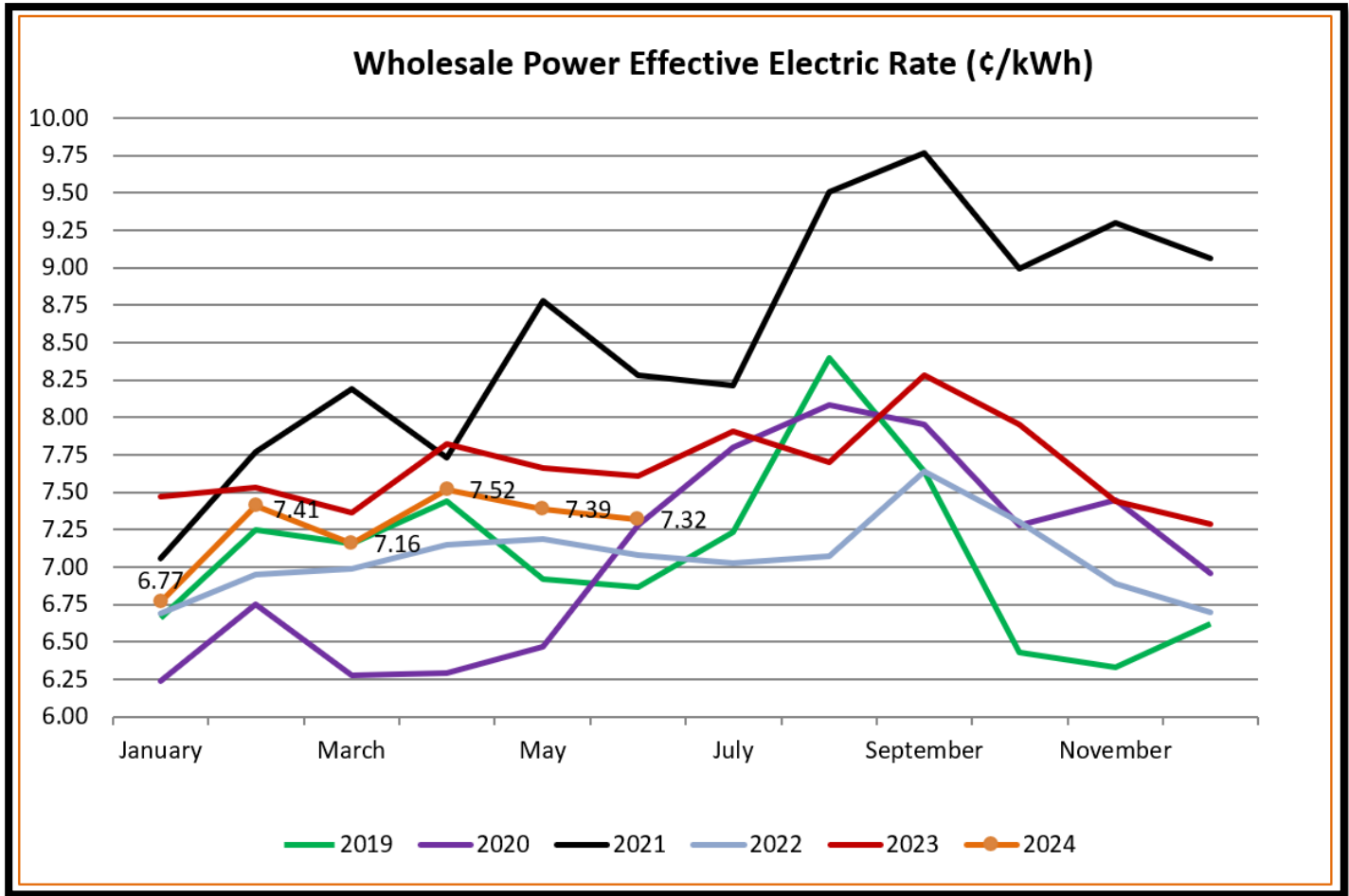
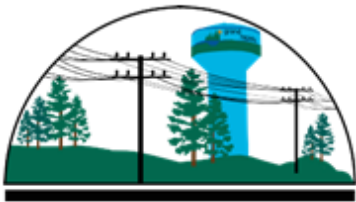


Figure 5: Wholesale Power Effective Elect Rate



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ELECTRIC DEPARTMENT MONTHLY RELIABILITY REPORT July 2024 Commission Meeting

Reliability Report Last Month

SAIDI:	0.22	Avg Minutes / Customers Served	CAIDI:	3.11	Avg Minutes / Customer Out	Total Customers Out:	540
SAIFI:	0.07	Cust Outages / Customers Served	CAIFI:	0.028	Avg Outages / Customer Out	Total Reported Hours:	28
Active:	7651	Active Electric Customers	Outages:	15	Total Number of Outages	Total Customer Hours Out:	636
ASAI:	99.99905	Average Percent System Available					

Figure 1: June Reliability Numbers

Grand Rapids Public Utilities Service Area was hit by a major storm in June. Crews' safety worked through waves of poor weather that caused several outages. The utility had fallen trees, wildlife caused shorts and other smaller outages. The team has been analyzing causes and has plans to make more improvements to the grid in the future.

Outage Time	Restored Time	Outage Type	Duration (Hours)	Customers Out	Customer Hours
6/4/2024 3:37:10 PM	6/4/2024 3:39:01 PM	Utility Human Error -r-	0.03	2	0.06
6/4/2024 8:04:25 PM	6/5/2024 6:53:09 AM	Unknown -r-	10.81	2	21.62
6/5/2024 9:28:23 AM	6/5/2024 10:49:47 AM	Scheduled -r-	1.36	3	4.07
6/7/2024 4:55:18 AM	6/7/2024 5:03:43 AM	Scheduled -r-	0.14	1	0.14
6/8/2024 10:36:01 AM	6/8/2024 11:32:21 AM	Wildlife -r-	0.94	2	1.88
6/7/2024 10:59:15 AM	6/7/2024 11:01:09 AM	Equipment -r-	0.03	1	0.03
6/11/2024 2:08:44 PM	6/11/2024 2:47:44 PM	Tree -r-	0.65	1	0.65
6/19/2024 8:58:40 AM	6/19/2024 10:22:20 AM	Wildlife -r-	1.39	1	1.39
6/19/2024 10:52:07 PM	6/20/2024 6:48:02 AM	Unknown -r-	7.93	4	31.73
6/23/2024 7:45:22 AM	6/23/2024 7:46:57 AM	Wildlife -r-	0.03	95	2.51
6/24/2024 8:33:16 AM	6/24/2024 8:57:35 AM	Wildlife -r-	0.41	17	6.89
6/24/2024 12:05:22 PM	6/24/2024 12:33:47 PM	Unknown -r-	0.47	130	61.57
6/28/2024 6:34:12 PM	6/28/2024 6:36:35 PM	Power Supply -r-	0.04	3	0.12
6/29/2024 2:38:24 PM	6/29/2024 4:40:58 PM	Tree -r-	2.04	53	108.27
6/30/2024 12:43:57 AM	6/30/2024 2:29:06 AM	Tree -r-	1.75	225	394.31

Figure 2: Outage Information by Type

Reliability Report Mid-Year

SAIDI:	0.73	Avg Minutes / Customers Served	CAIDI:	3.85	Avg Minutes / Customer Out	Total Customers Out:	1,453
SAIFI:	0.19	Cust Outages / Customers Served	CAIFI:	0.032	Avg Outages / Customer Out	Total Reported Hours:	93
Active:	7651	Active Electric Customers	Outages:	47	Total Number of Outages	Total Customer Hours Out:	1,468
ASAI:	99.99781	Average Percent System Available					

Figure 3: 1/1/24 - 6/30/24 Reliability Numbers

Review of total outage calls shows Major Storm (28%), Trees (28%) and Wildlife (20%) as biggest causes. All are related to overhead lines. Continued planning and construction to reduce these outages is underway. The Information Services Group is developing better tools to analyze the most susceptible areas.

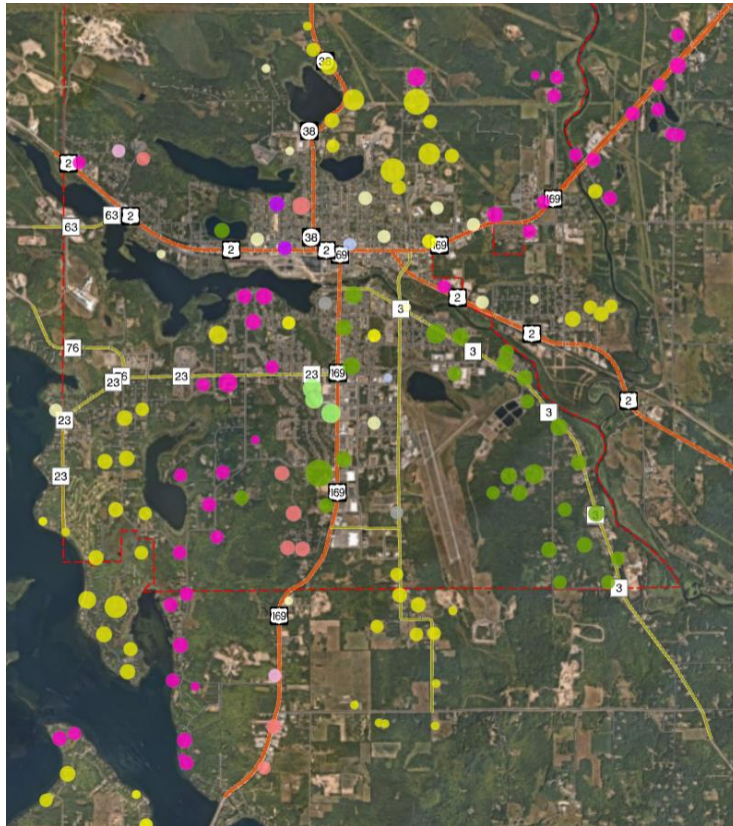


Figure 4: Outage Tool - In development

Water Utility

July 24, 2024 Commission Meeting



Item 15.

- Legionella efforts (disinfection planning & communication, water quality monitor).
- Lead Service Line Inventory – SEH.
- Disinfection implementation – started June 24.

GRPU Water– Legionella Update

Health update

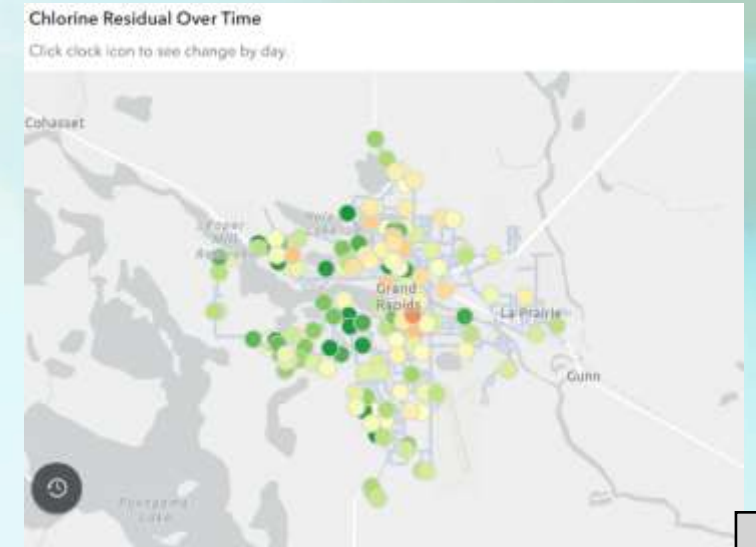
- 31 Legionnaires disease cases since April 2023.

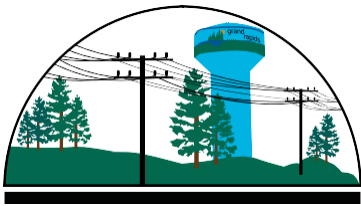
Water System and Water Quality Monitoring

- GRPU continues to work with national experts and MDH.
- 4-6 sites of building plumbing samples weekly.
- Mostly non-detects but a few low-level positives found within some building plumbing. Customers notified immediately. All results are shared on GRPU website.
- Testing to continue for foreseeable future at building sites.

Disinfection Update

- Startup was on June 24th.
- Worked through issues throughout the week. Dialed in dosing at the WTP.
- Disinfection residual found throughout the system quickly.
- Have maintained good residual over time.
- Working with MDH on required testing.





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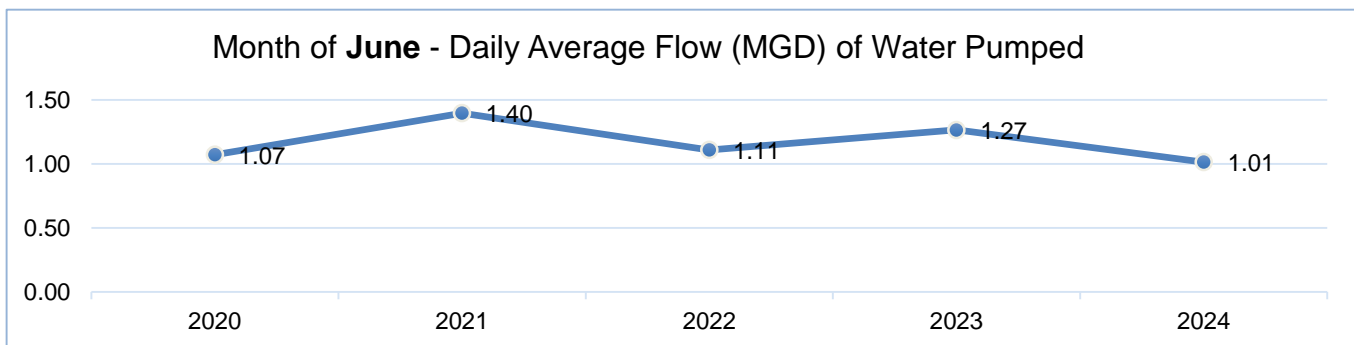
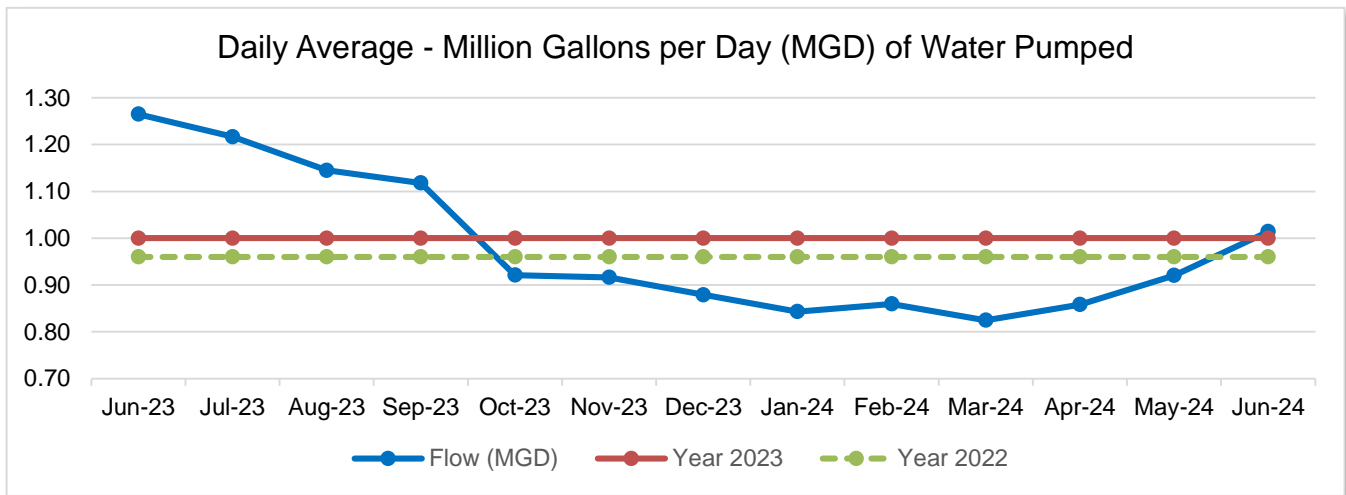
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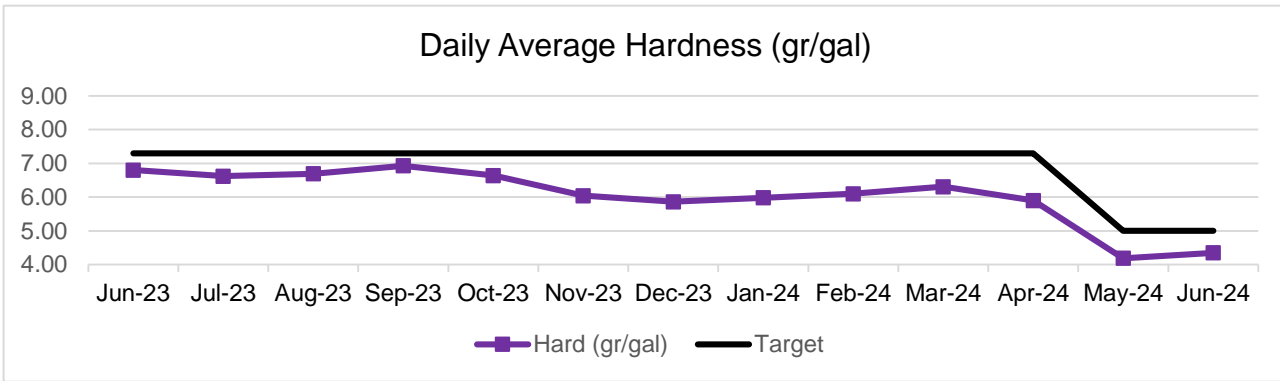
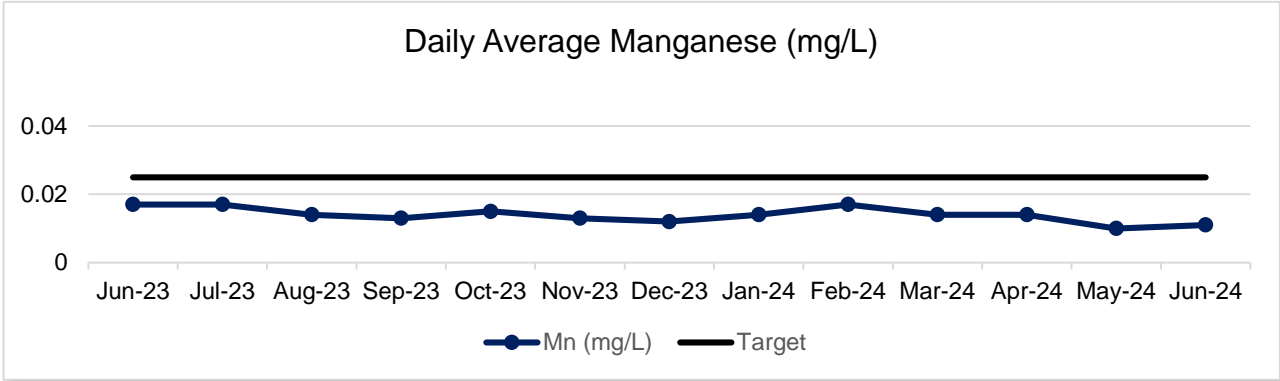
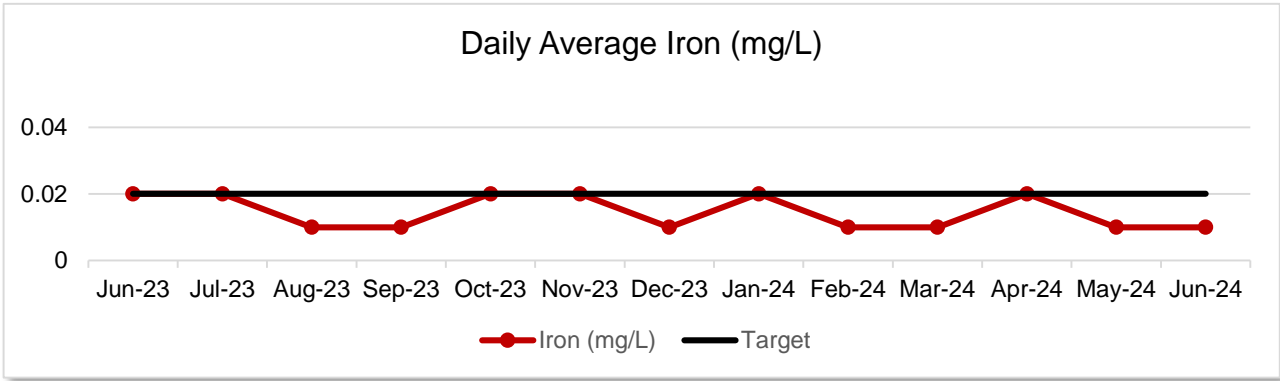
WATER UTILITY MONTHLY REPORT July 2024 Commission Meeting

Water Operations

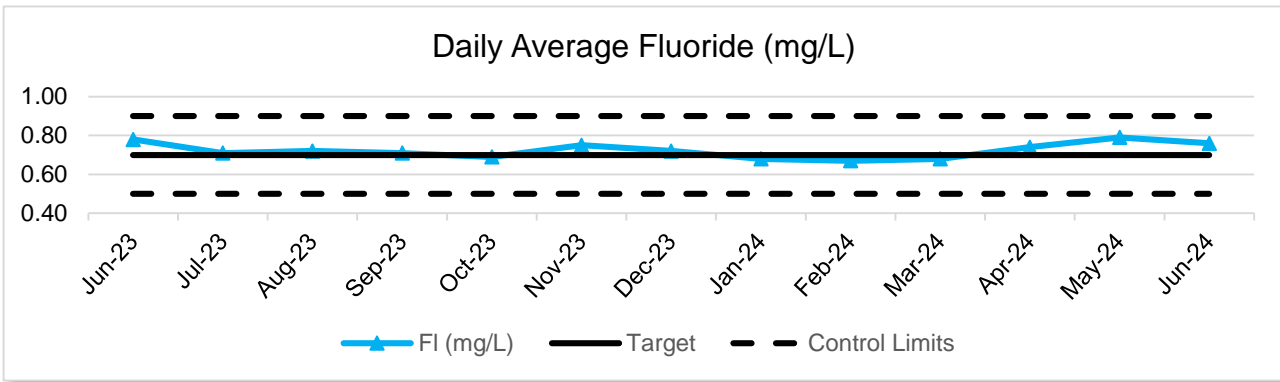
The water plant pumped an average of 1.01 million gallons of water per day (MGD) with a peak of 1.30 million gallons during last month which is close to normal for this time of the year.



All water quality analysis was normal for the month as seen in the graphs below.



Due to the disinfection, water softening was increased to enhance corrosion protection measures.



Capital and Operations Project Summary

WTP Renovation Project Update:

Legionella mitigation efforts have impacted overall project efforts significantly; however, we continue to work on the project scope and hope to hand off the work breakdown structure in the coming weeks.

COMMISSION REPORT CONTENTS									
Agency Lead	Dept	Proj Desc	Proj #	Budget	Amount Spent	Percent Spent (calc'd)	Percent Complet	Status	Noted Issues / Highlights
GRPU	WATER	Water Plant Renovation	WATR2213	\$3,500,000	\$75,000	2%	1%	In Progress	
City	WATER	3rd Ave NE & 7th st NE	WATR2002	\$790,000	\$0	0%	30%	In Progress	
GRPU	WATER	Booster Station Panel View	WATR2302	\$30,000	\$500	2%	15%	In Progress	
GRPU	WATER	South Tower Coating Repairs	WATR2310	\$150,000	\$0	0%	0%	Not Started	
City	WATER	Paradise Park	WATR2313	\$85,000	\$0	0%	75%	In Progress	Pipe is tied into the main.

Status Definitions

Not Started - no human or financial resources utilized

In Progress - time or money spent on the project

In Service - operational but final close out needed

Completed - done and closed out

On Hold - waiting on some type of significant action

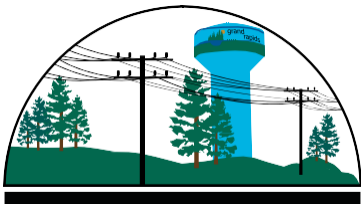
Wastewater Utility

July 24, 2024 Commission Meeting



Item 16.

- Resolved I&I issue with lift 6.
- No violations after a 3.87 inch rain event.
- Domestic lift station pump replacement and generator repairs.



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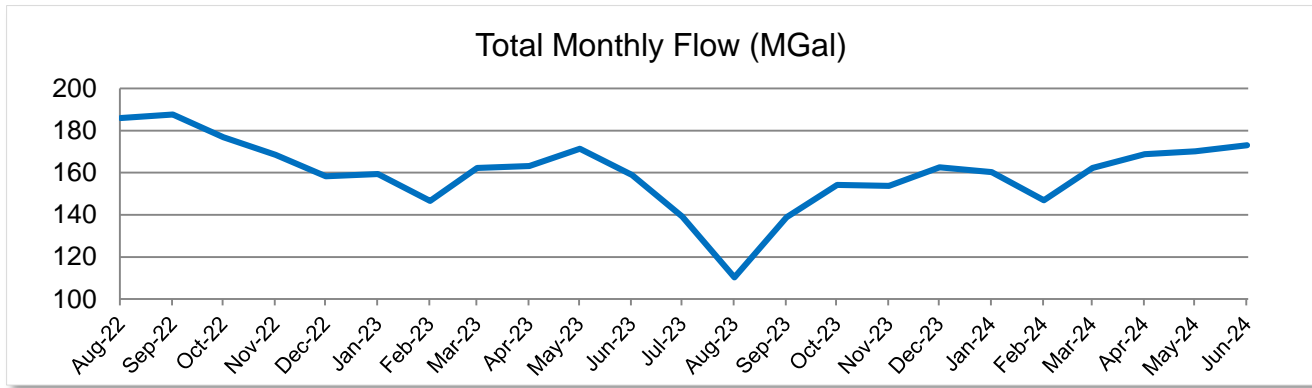
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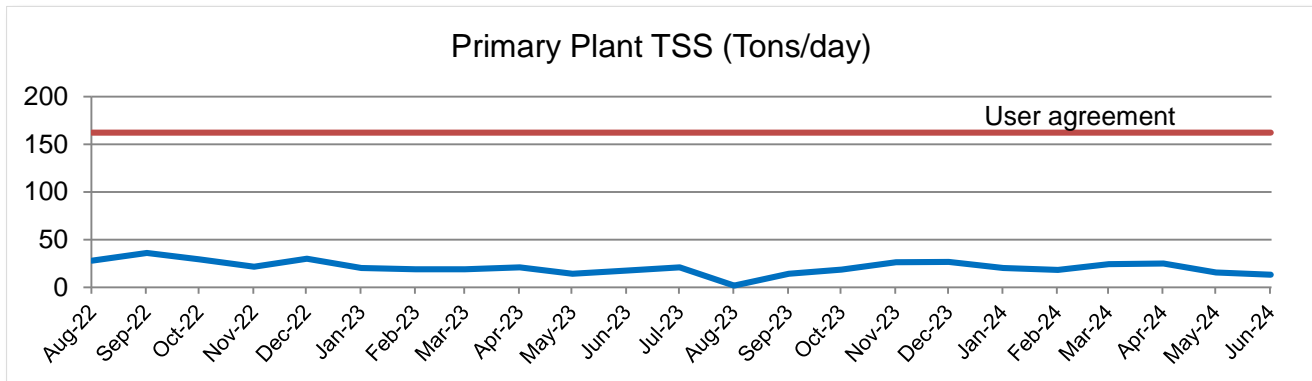
WASTEWATER UTILITY MONTHLY REPORT July 2024 Commission Meeting

Wastewater Operations

The Wastewater Treatment Plant (WWTP) met all National Pollutant Discharge Elimination System (NPDES) permit requirements last month. We treated 173 million gallons of water removing 99.7% of the Total Suspended Solids (TSS) and 99.7% Biochemical Oxygen Demand (cBOD).



	Design Limits (monthly AVG)	Actual Results
<u>Primary Plant</u>		
Flow (MGD)	13.25	4.1
TSS (Tons/day)	162	13.1
TSS Peak (Tons/Day)	284	31.5

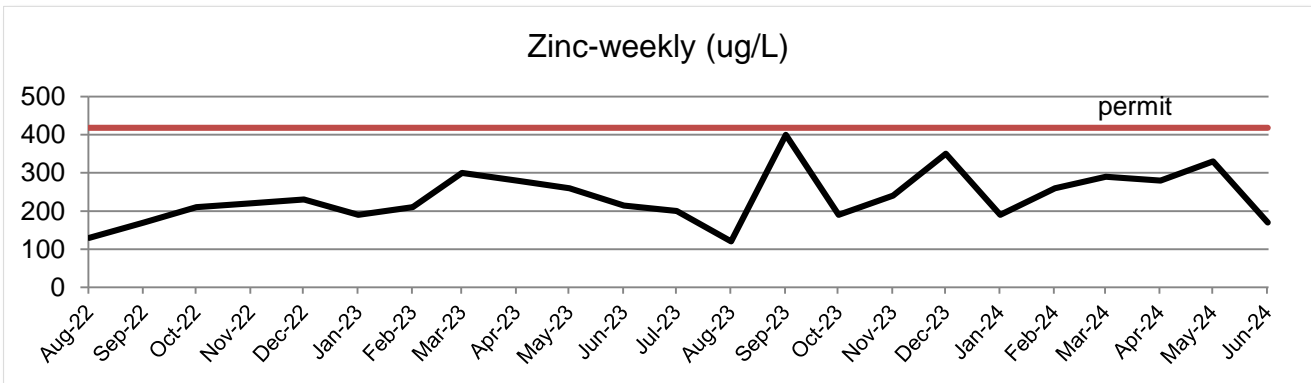
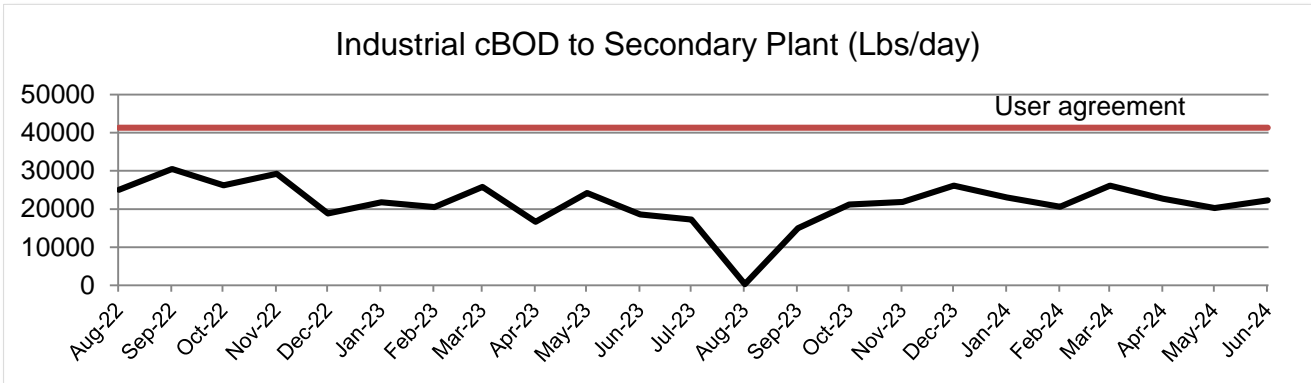


Design Limits
(monthly AVG)

Actual Results

Secondary Plant

Flow (MGD)	15.25	5.8
cBOD (lbs/Day)	41,300	25,062
Peak cBOD (lbs/Day)	57,350	43,168
Zinc-weekly (ug/L)	418	170
% GRPUC		29.5%

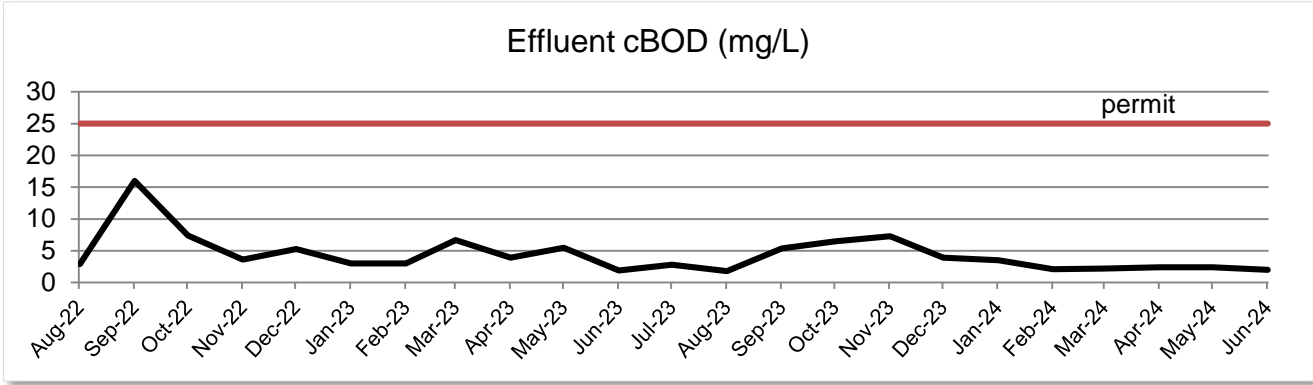
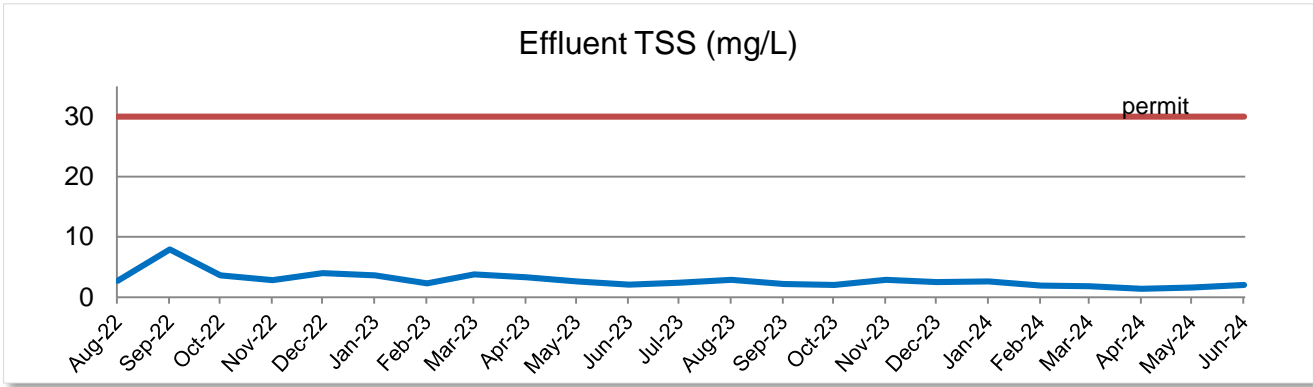


Permit Limits
(monthly AVG)

Actual Results

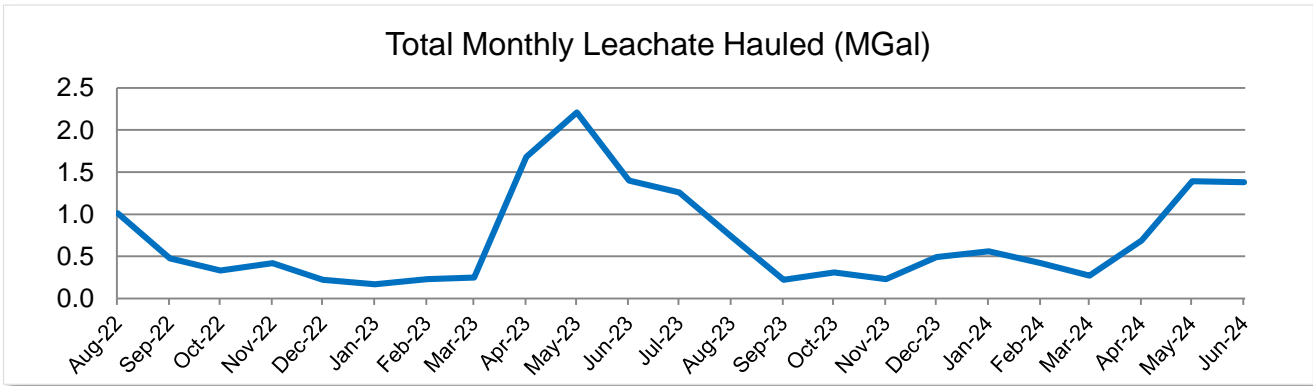
Effluent

TSS (mg/L) – monthly average	30	2.0
cBOD (mg/L) – monthly average	25	2.0
Dissolved Oxygen (mg/L)	>1.0	6.6



Sludge Landfill Operations

- 1.38 million gallons of leachate were hauled last month which is high for June.
- 2436 cubic yards of sludge solids were hauled to the landfill



Capital and Operations Project Summary

COMMISSION REPORT CONTENTS										
Agency Lead	Dept	Proj Desc	Proj #	Budget	Amount Spent	Percent Spent (calc'd)	Percent Complet	Status	Noted Issues / Highlights	
City	WWC	3rd Ave NE, 7th St NE	WWCO2002	\$270,000	\$0	0%	30%	In Progress		
GRPU	WWC	Jetting		\$150,000	\$1,000	1%	1%	In Progress	Plan to resume in August.	
GRPU	WWC	Lift Station 3 Controls Update	WWCO2403	\$25,000	\$0	0%	15%	In Progress		
GRPU	WWC	Lift Station Pumps	WWCO2005	\$35,000	\$0	0%	15%	In Progress		
GRPU	WWT	Septic Hauler Dump Station	WWDO2403	\$553,500	\$0	0%	5%	In Progress		
GRPU	WWT	Trash Compactor	WWDO2302	\$90,000	\$83,250	93%	10%	In Progress	Awaiting delivery.	

Status Definitions

- Not Started - no human or financial resources utilized
- In Progress - time or money spent on the project
- In Service - operational but final close out needed
- Completed - done and closed out
- On Hold - waiting on some type of significant action