



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING AGENDA

Wednesday, May 11, 2022

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, May 11, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

CALL OF ROLL:

PUBLIC FORUM:

APPROVAL OF MINUTES:

1. Consider a motion to approve the minutes of the April 13, 2022 Regular Meeting.

VERIFIED CLAIMS:

2. Consider a motion to approve \$1,456,221.84 of verified claims for April 2022.

COMMISSION REPORTS:

CONSENT AGENDA: Any item on the consent agenda shall be removed for consideration by the request of any one Commission member, Utility Staff, or the public and put on the regular agenda for discussion and consideration.

3. Consider a motion to approve the procurement contract with Electric Pump for a sump pump for the WAS Transfer Building for \$2,677.14.
4. Consider a motion to declare a Wastewater Treatment Plant (WWTP) Operator vacancy exists and authorize the internal posting and external advertising, if needed, for the position.

SETTING OF REGULAR AGENDA: This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

ADMINISTRATION:

5. ICC Student Presentation on Landfill Cover Investigation Project
6. Review Administration Department Monthly Report
7. Consider a motion to adopt Resolution Number 05-11-22-1 approving the revised City Multi-Family Unit Residential Water Rates.
8. Consider a motion to adopt Resolution Number 05-11-22-2 approving the budget and financial planning policy.

BUSINESS SERVICES DEPARTMENT:

- [9.](#) Review Business Services Department Monthly Report

ELECTRIC DEPARTMENT:

- [10.](#) Review Electric Department Monthly Report

WATER AND WASTEWATER DEPARTMENT:

- [11.](#) Review Water-Wastewater Department Monthly Report

SAFETY REPORT:

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

ADJOURNMENT:

The next Regular Work Session is scheduled for Tuesday, May 24, 2022 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, June 8, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC's desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, please contact our office at 218-326-7024 and we will provide you with a copy of the policy.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, April 13, 2022

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, April 13, 2022 in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

The meeting was called to order by President Stanley at 4:00 PM.

CALL OF ROLL:

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

Also present: General Manager Julie Kennedy, Business Services Manager Jean Lane, Water/Wastewater Department Manager Steve Mattson, Administrative/HR Assistant Carrie Jo Kruger and ICTV Representative.

PUBLIC FORUM:

None.

APPROVAL OF MINUTES:

1. Consider a motion to approve the minutes of the March 9, 2022 Regular Meeting and the March 22, 2022 Regular Work Session.

A motion was made by Commissioner Rick Blake, Seconded by Commissioner Rick Smith to approve the minutes of the March 9, 2022 Regular Meeting and the March 22, 2022 Regular Work Session.

The motion carried by the following vote:

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

VERIFIED CLAIMS:

2. Consider a motion to approve the verified claims for March 2022 in the amount \$ 1,890,159.72.

A motion was made by Secretary Francisco, Seconded by Commissioner Smith to approve the verified claims for March 2022 in the amount of \$1,890,159.72.

The motion carried by the following vote:

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

COMMISSION REPORTS:

None.

CONSENT AGENDA: Any item on the consent agenda shall be removed for consideration by the request of any one Commission member, Utility Staff, or the public and put on the regular agenda for discussion and consideration.

A motion was made by Commissioner Blake, Seconded by Commissioner Smith to approve the consent agenda as read.

The motion carried by the following vote:

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

3. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for March 2022.

Approved by consent agenda vote.

4. Consider a motion to confirm filling the Maintenance I position with the preferred candidate, Mr. Corey Dimich.

Approved by consent agenda vote.

5. Consider a motion to ratify the declaration of a Maintenance II vacancy and confirm filling that position with the preferred candidate, Mr. Jason Smith.

Approved by consent agenda vote.

6. Consider a motion to ratify the declaration of a Maintenance III vacancy and authorize staff to use the December 2021 Maintenance III external applicant pool for this vacancy.

Approved by consent agenda vote.

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

Approved by consent agenda vote.

8. Consider a motion to ratify the procurement contract with Eaton for five Gateway 801 communication devices for \$11,220.00.

Approved by consent agenda vote.

9. Consider a motion to ratify the procurement contract with Power Process Equipment for WAS Transfer Pump parts for \$3,846.22.

Approved by consent agenda vote.

10. Consider a motion to ratify the procurement contract with Power Process Equipment for pump parts for rebuilding the Moyno 2000 primary sludge pump for \$17,594.28.

Approved by consent agenda vote.

11. Consider a motion to ratify the procurement contract with Quality Flow Systems, Inc. for a control panel for Lift Station 6 for \$16,490.

Approved by consent agenda vote.

12. Consider a motion to ratify the procurement contract with Quality Flow Systems, Inc. for a control panel for Lift Station 7 for \$16,490.

Approved by consent agenda vote.

13. Consider a motion to ratify the procurement contract with Quality Flow Systems, Inc. for pumps for Lift Station 6 for \$14,600.

Approved by consent agenda vote.

14. Consider a motion to ratify the procurement contract with Quality Flow Systems Inc for pumps for Lift Station 7 for \$14,600

Approved by consent agenda vote.

15. Consider a motion to ratify the procurement contract with WinCan LLC for Collections System Integration Software for \$12,235.

Approved by consent agenda vote.

16. Consider a motion to ratify the procurement contract with Frontier Precision for GPS receivers for the iPads for \$4,656.60.

Approved by consent agenda vote.

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.

A motion was made by Commissioner Blake, Seconded by Secretary Francisco to approve the Regular Agenda as presented.

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

ADMINISTRATION:

17. Consider a motion to rescind Section 7, paragraphs 1 and 3 of the existing Water System Policy, to adopt the new Water Hydrant Use Policy and new Water Hydrant Use Agreement, and to adopt the revised Water And Sewer Ancillary Charges Policy.

A motion made by Secretary Francisco, Seconded by Commissioner Saxhaug to rescind Section 7, paragraphs 1 and 3 of the existing Water System Policy and to adopt the new Water Hydrant Use Policy with one modification (strike the sentence beginning with "if an air gap") and new Water Hydrant Use Agreement with one modification (strike the sentence beginning with "if an airgap cannot"), and to adopt the revised Water And Sewer Ancillary Charges Policy.

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

18. Review Administration Department Monthly Report

General Manager Julie Kennedy reviewed the April Administration Department Report with the Commission.

BUSINESS SERVICES DEPARTMENT:

19. Consider a motion to ratify the procurement contract with Government Finance Officers Association (GFOA) for Enterprise Resource Planning (ERP) Advisory Services for \$20,000.

A motion was made by Secretary Francisco, Seconded by Commissioner Blake to ratify the procurement contract with Government Finance Officers Association (GFOA) for Enterprise Resource Planning (ERP) Advisory Services for \$20,000.

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

20. Review Business Services Department Monthly Report

Business Services Manager Jean Lane reviewed the April Business Services Department Report with the Commission.

ELECTRIC DEPARTMENT:

21. Review Electric Department Report

In Jeremy Goodell's absence, General Manager Julie Kennedy reviewed the April Electric Department Report with the Commission.

WATER AND WASTEWATER DEPARTMENT:

22. Review Water-Wastewater Department Report

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

SAFETY REPORT:

23. Review Safety Monthly Report

General Manager Julie Kennedy reviewed the April Safety Report with the Commission.

ADJOURNMENT:

By call of the chair, the regular meeting was declared adjourned at 4:53 PM.

The next Regular Work Session is scheduled for Tuesday, April 26, 2022 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, May 11, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

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GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: May 11, 2022

AGENDA ITEM: Consider a motion to approve \$1,456,221.84 of verified claims for April 2022.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

See attached check registers: \$1,456,221.84

Computer check register \$999,476.02

Manual check register \$456,745.82

Total \$ 1,456,221.84

RECOMMENDATION:

Consider a motion to approve \$1,456,221.84 of verified claims for April 2022.

Computer check register \$999,476.02

Manual check register \$456,745.82

Grand Rapids Public Utilities
 Accounts Payable
 April 2022
 (Meeting Date: 05/11/2022)

Item 2.

NAME	AMOUNT	NAME	AMOUNT
Amaril Uniform	362.37	Northeast Technical Services	732.50
APG Media	164.83	NOS Automation	3,080.00
Aramark	93.43	Power Process	564.87
Busy Bees	1,152.00	Pro-Max Machine	2,020.00
Cannon Technologies	3,670.00	PSI Engineering	697.39
CB Technology	2,275.00	Rapids Radio	1,345.50
City of Grand Rapids	3,457.06	RMB Environmental Lab	488.00
Coles	137.39	Sandstrom's	11.25
Compass Minerals	3,869.64	S E H	6,311.36
Cooperative Response Center	1,982.32	Stuart Irby	12,819.75
Core & Main	8,829.64	Team Marinucci	72.00
CW Technology	9,862.45	TNT Construction	984.00
Duncan Co	1,043.33	Treasure Bay	416.00
Electro Industries	3,864.49	United Rentals	477.73
Fastenal	1,611.95	Vessco	1,226.41
Ferguson	27.50	Viking Electric	96.46
Gopher State One	55.35		
Grainger	1,675.23	Energy Efficiency Rebate:	
Hawkins	7,627.36	Grosland, Thomas	35.00
Innovative Office Solutions	21.92	Morrissey, Reid	200.00
Johnson, Killen & Seiler	1,897.50	Ness, David	35.00
Latvala Lumber	93.60	Nurnberger, Jerome	20.00
Lawson Products	564.06	Oslin, Clyde & Sandra	35.00
League of Minnesota Cities	2,040.89		
McMaster-Carr	1,008.73		
Minnesota Energy	18.00		
Minnesota Power	910,401.76		
			999,476.02

April 2022 Check Register

Item 2.

Document Date	Check #	Vendor Name	Document Amount	
4/1/2022		4602 Northeast Service Cooperative	3,972.00	4/30/2022
4/1/2022		4603 Northeast Service Cooperative	53,946.00	4/30/2022
4/5/2022		4604 Invoice Cloud	2,811.55	4/30/2022
4/8/2022		4605 Public Employees Retirement Association	15,177.70	4/8/2022
4/8/2022		4606 Minnesota Dept. of Revenue	4,427.41	4/8/2022
4/8/2022		4607 Wells Fargo Bank	25,708.81	4/8/2022
4/8/2022		4608 Empower Retirement	8,093.62	4/8/2022
4/8/2022		4609 Further	1,257.33	4/30/2022
4/14/2022		4610 Minnesota Dept. of Revenue	583.53	4/14/2022
4/14/2022		4611 Wells Fargo Bank	3,482.47	4/14/2022
4/14/2022		4612 Empower Retirement	16,238.40	4/14/2022
4/18/2022		4613 Minnesota Department of Revenue	63,957.00	4/30/2022
4/19/2022		4614 Minnesota Department of Revenue	125.00	4/30/2022
4/25/2022		4615 Public Employees Retirement Association	15,587.70	4/25/2022
4/25/2022		4616 Minnesota Dept. of Revenue	4,673.07	4/25/2022
4/25/2022		4617 Wells Fargo Bank	27,041.95	4/25/2022
4/25/2022		4618 Empower Retirement	8,231.08	4/25/2022
4/25/2022		4619 Further	1,257.33	4/30/2022
4/11/2022		4620 Wells Fargo Bank	723.56	4/30/2022
4/6/2022		79627 MN Child Support Payment Center	356.25	4/6/2022
4/6/2022		79628 NCPERS Group Life Ins	96.00	4/6/2022
4/7/2022		79629 Postage By Phone System	5,000.00	4/7/2022
4/7/2022		79630 Wells Fargo Business Card- JG	540.08	4/7/2022
4/12/2022		79631 Frost, Jeff	23.60	4/12/2022
4/12/2022		79632 Mattson, Steve	55.58	4/12/2022
4/12/2022		79633 MN Dept. of Labor & Industry	100.00	4/12/2022
4/12/2022		79634 UNUM Life Insurance Co of America	2,637.77	4/12/2022
4/15/2022		79694 Bureau of Criminal Apprehension	15.00	4/30/2022
4/15/2022		79695 Driver and Vehicle Services	10.50	4/30/2022
4/18/2022		79696 Minnesota Energy Resources Corp.	746.50	4/18/2022
4/18/2022		79697 Minnesota Pollution Control Agency	15,713.01	4/18/2022
4/18/2022		79698 U S Bank Equipment Finance	284.16	4/18/2022
4/18/2022		79699 Wells Fargo Business Card -SM	1,571.58	4/18/2022
4/18/2022		79700 Lefty's Tent & Party Rental	1,515.12	4/18/2022
4/18/2022		79701 Minnesota Pollution Control Agency	23.00	4/18/2022
4/18/2022		79702 Customer Refunds- Utility Accounts	125.00	4/30/2022
4/18/2022		79703 Customer Refunds- Utility Accounts	66.37	4/30/2022
4/18/2022		79704 Customer Refunds- Utility Accounts	20.30	4/30/2022
4/18/2022		79705 Customer Refunds- Utility Accounts	296.18	4/30/2022
4/18/2022		79706 Customer Refunds- Utility Accounts	61.19	4/30/2022
4/18/2022		79707 Customer Refunds- Utility Accounts	65.31	4/30/2022
4/18/2022		79708 Customer Refunds- Utility Accounts	66.41	4/30/2022
4/18/2022		79709 Customer Refunds- Utility Accounts	94.72	4/30/2022
4/18/2022		79710 Customer Refunds- Utility Accounts	107.68	4/30/2022
4/20/2022		79711 Minnesota Dept. of Health	7,977.00	4/30/2022
4/22/2022		79712 MN Child Support Payment Center	391.32	4/22/2022

4/22/2022	79713 Minnesota Council 65	1,642.20	4/22/2022	<i>Item 2.</i>
4/26/2022	79714 City of LaPrairie	12,274.02	4/30/2022	
4/29/2022	79766 City of Grand Rapids	331.50	4/30/2022	
4/30/2022	79767 City of Grand Rapids	72,333.33	4/30/2022	
4/29/2022	79768 City of Grand Rapids	71,401.82	4/30/2022	
4/29/2022	79769 Wells Fargo Business Card- JG	677.84	4/29/2022	
4/29/2022	79770 Schmitt, Jim	219.99	4/29/2022	
4/29/2022	79771 UNUM Life Insurance Co of America	2,609.98	4/29/2022	

Checks Previously Approved **

0.00

Manual Checks to be approved

456,745.82

Total Manual Checks

456,745.82



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: April 13, 2022

AGENDA ITEM: Consider a motion to approve the procurement contract with Electric Pump for a sump pump for the WAS Transfer Building for \$2,677.14.

PREPARED BY: Steve Mattson

BACKGROUND:

This procurement is for an approved Wastewater Treatment operating project with a budget of \$35,000. \$10,002 has been spent to date.

The GRPUC Procurement Policy was followed and two quotes are on file.

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

RECOMMENDATION:

Consider a motion to approve the procurement contract with Electric Pump for a sump pump for the WAS Transfer Building for \$2,677.14.

PROCUREMENT CONTRACT

This Procurement Contract (“**Contract**”) is by and between the Grand Rapids Public Utilities Commission, located at 500 SE 4th St, Grand Rapids, MN 55744 (“**GRPUC**”), and Electric Pump, located at 201 4th Ave SW, New Prague, MN 56071 (“**Contractor**”). GRPUC and Contractor may be referred to jointly as the “**Parties**” or individually as a “**Party**.”

Recitals

A. GRPUC has solicited and received quotations from contractor Electric Pump. (“**Solicitation**”);

B. Contractor provided a response to the Solicitation indicating its interest in and ability to provide the goods or services requested in the Solicitation; and

C. Subsequent to an evaluation in accordance with the terms of the Solicitation and negotiation, the Parties desire to enter into a contract.

Accordingly, the Parties agree as follows:

Contract

1. **Term.** The effective date of this Contract is April 1, 2022. The Contractor must not begin work under this Contract until this Contract is fully executed and the Contractor has been notified by GRPUC’s Authorized Representative to begin the work. This Contract will terminate upon the first of the following to occur:

1.1 July 1st, 2022.

1.2 All of Contractor’s obligations have been satisfactorily fulfilled.

1.3 GRPUC may cancel this Contract at any time, with or without cause, upon ten (10) days’ written notice to the Contractor.

1.4 GRPUC may terminate this Contract immediately in the event of a breach by Contractor.

1.5 The Parties may terminate this Contract at any time by mutual written agreement.

Upon receipt of any notice of termination Contractor shall immediately stop performance to the extent specified in such notice. In no event shall GRPUC be liable for any loss of revenue or profit incurred by Contractor as a result of any termination. Upon termination of this Contract, or earlier upon GRPUC’s request, Contractor shall deliver to GRPUC all items requested by GRPUC containing any confidential information or work product information or make such other disposition thereof as GRPUC may direct in writing.

2. Contractor's Duties

2.1 The Contractor shall: Provide 1 Sewage Ejector Sump Pump

Myers Model SX50-01, 2" .5/208/1, X-Proof Motor, 20' power and sensor cord and 1 run capacitor, 370 vac

(The services (if any) to be provided by Contractor to GRPUC are referred to as the "**Services.**") The goods (if any) to be provided by Contractor to GRPUC are referred to as the "**Goods.**"). Contractor's precise duties, specifications, deliverables, and completion dates related to the Goods and Services are more specifically described in **Exhibit B.**

2.2 GRPUC may make changes to the general scope of Goods and Services by written or oral notice to Contractor. If such changes affect the cost of or the time required to provide the Goods and Services, an equitable adjustment in the schedule and compensation under this Contract shall be made. GRPUC and Contractor may agree to additional Services or Goods by written amendment to this Contract.

2.3 Contractor agrees that all Goods and Services shall be provided, and all of Contractor's obligations performed, in accordance with all applicable laws and other legal requirements without extra charge or expense. Contractor will be responsible for a violation of any such legal requirements and will indemnify, defend, and hold harmless GRPUC from and against any expense or cost incurred by reason of any such violation by Contractor.

2.4 Contractor warrants and represents that the Goods and Services will be provided in a manner that is consistent with the level of care and skill exercised by members of Contractor's profession currently working under similar conditions. All Goods and Services not conforming to this standard will be considered defective and Contractor shall, at no cost to GRPUC, promptly and satisfactorily correct all such defective Goods and Services. Payment shall be withheld for Goods or Services found by GRPUC to be unsatisfactory or in violation of legal requirements.

2.5 Contractor shall be responsible for all its employees, agents, subcontractors, and invitees and their health and safety. Contractor shall ensure that all persons who perform the Services or produce or deliver the Goods are professionally competent and properly qualified and will remove any person GRPUC deems incompetent, careless, or otherwise objectionable.

2.6 Contractor is solely responsible and assumes full and exclusive liability for the payment of all contributions or taxes to be paid on or to persons employed by Contractor, and for payment of all sales, use, or other taxes of whatever nature levied or assessed against GRPUC arising out of the furnishing of the Services or production or delivery of the Goods, and will indemnify, defend, and hold harmless GRPUC from any such liability.

2.7 Contractor warrants that at the time GRPUC accepts the Goods: (A) Contractor has good title to the Goods, free and clear of any lien, security interest, or other encumbrance ("**Encumbrance**"), and (B) the Goods are in good condition and are adequate for the uses to which they are being put. Contractor shall execute and deliver such additional documents and take such further actions as may be necessary to transfer Contractor's right, title and interest

in the Goods to GRPUC, free and clear of any Encumbrances. Contractor has all risk of loss until GRPUC accepts the Goods.]

3. Consideration and Payment

3.1 Consideration. GRPUC will pay for performance by the Contractor under this Contract as follows:

3.1.1 Compensation. The Contractor will be paid Two Thousand One Hundred and Seventy Seven dollars and Fourteen Cents (\$2,177.14). Plus Freight Costs not to exceed \$500.

3.1.2 **Exhibit C.**

3.1.3 Total obligation. The total obligation and liability of GRPUC under this Contract will not exceed Two Thousand Six Hundred and Seventy Seven Dollars and Fourteen Cents. (\$2,677.14)

3.2 Payment.

3.2.1 Invoices. GRPUC will pay the Contractor within thirty (30) days following receipt of an undisputed invoice that complies with **Exhibit C**. GRPUC may pay the Contractor in advance in its sole discretion. Payment will only be made for Goods received or Services actually performed that have been accepted by GRPUC.

4. Authorized Representative

GRPUC's Authorized Representative is Steve Mattson at the following business address: 500 SE 4th Street, Grand Rapids, MN, 55744 and the following telephone number: 218.326.7024, or his/her successor or delegate, and has the responsibility to monitor the Contractor's performance.

Contractor's Authorized Representative is Adam Thoreson at the following business address: 201 4th Ave SW, New Prague, MN 56071, and the following telephone number: 612-803-2154, or his/her successor. If the Contractor's Authorized Representative changes at any time during this Contract, the Contractor must immediately notify GRPUC.

5. **Indemnification.** Contractor will indemnify, defend, and hold harmless GRPUC, its agents, and employees, in relation to any expenses, damages, claims or causes of action, including reasonable attorney's fees, to the extent caused by any negligent or wrongful act, error or omission, breach of contract, or infringement of any intellectual property right by Contractor, any third party that Contractor has a business relationship with, or any of Contractor's agents or employees.

6. Subcontracting. Contractor may not subcontract all or any portion of this Contract without GRPUC's prior written consent, which GRPUC may grant or withhold in its sole discretion. If an approved subcontractor is determined to be performing unsatisfactorily by GRPUC, Contractor will ensure that the subcontractor is no longer used for this Contract. The provisions of the Contract shall apply with equal force and effect to all approved subcontractors and no subcontract will terminate the primary responsibility of Contractor hereunder. Contractor will pay all subcontractors in accordance with applicable law and the agreement between Contractor and the subcontractor.

7. Ownership. Contractor agrees that all legal right, title, and interest to intellectual property, data, documents, photographs, drawings, analyses, graphs, reports, physical property or other subject matter ("**GRPUC Property**") prepared, delivered, procured, or produced in relation to Contractor's obligations under this Contract shall vest in GRPUC. Contractor will perform all acts necessary to ensure that all GRPUC Property is the sole property of GRPUC, and that neither Contractor nor its employees, agents, or subcontractors retain any interest in and to the GRPUC Property.

8. Miscellaneous.

8.1 General. No provision of this Contract may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing and signed by all the Parties. No waiver by a Party shall be deemed a waiver of similar or dissimilar provisions or conditions at the same or at any prior or subsequent time. No agreement or representations, oral or otherwise, express or implied, with respect to the subject matter hereof have been made by any Party which are not expressly set forth in this Contract. The validity, interpretation, construction and performance of this Contract shall be governed by the internal laws of Minnesota. If any provision of this Contract shall be held or made invalid by a court decision, statute, rule or otherwise, the remainder of this Contract shall not be affected thereby. This Contract shall be binding on, and shall inure to the benefit of the Parties hereto and their respective successors and permitted assigns. Contractor may not assign Contractor's rights or obligations hereunder without the prior written consent of GRPUC. This Contract may be executed in any number of counterparts, each of which shall for all purposes be deemed to be an original and all of which shall together constitute one and the same instrument. Delivery of an executed counterpart of a signature page of this Contract in Portable Document Format (PDF) or by facsimile transmission shall be as effective as delivery of a manually executed original counterpart of this Contract. In the event a Party institutes any legal proceeding against another Party regarding this Contract, the prevailing Party is entitled to receive the costs incurred by such Party, including reasonable attorneys' fees. In performing its obligations under this Contract, Contractor and its employees and agents shall act in the capacity of independent contractors and not as an employee, partner, joint venture, or agent of GRPUC. When Contractor's employees are working on the premises of GRPUC, wherever located, they shall observe the working rules, policies, and procedures of GRPUC, including, but not limited to, its respectful workplace policy. The Parties must comply with the Minnesota Government Data Practices Act in relation to this Contract. Contractor certifies that neither it nor its principals are presently debarred or suspended by any federal, state, or local government or agency or political subdivision thereof. Neither Party will publicize anything in relation to this Contract without the other Party's prior written consent. Contractor shall not use or disclose any confidential

information it receives from GRPUC except as is necessary to perform under this Contract. The obligations of Contractor hereunder shall survive the expiration or earlier termination of this Contract. Each of the Parties shall take such further actions as may be reasonably required to carry out the provisions of this Contract.

8.2 Notices. Any notice or other communication to any Party in connection with this Contract shall be in writing and shall be sent by hand-delivery, email, fax, overnight courier, or United States mail (postage prepaid) addressed to the address set forth below. All periods of notice shall be measured from the date of delivery thereof if hand-delivered, from the date of sending thereof if sent by email or fax (effective upon confirmation of receipt), from the first day after the date of sending if sent by overnight courier, or from three (3) business days after the date of mailing if mailed. Any Party may change such Party's address for notices by notice given not less than ten (10) calendar days prior to the effective date of the change.

GRPUC
Address:
500 SE 4th Street
Grand Rapids, MN 55744
Attn: Steve Mattson
Email: srmattton@gmail.org

Contractor
Address:
201 4th Ave SW
New Prague, MN 56071
Attn: Adam Thoreson
Email: adamt@electricpump.com

9. Exhibits

The following Exhibits are attached and incorporated into this Contract. In the event of a conflict between the terms of this Contract and its Exhibits (including any supplements), or between Exhibits (including any supplements), the order of precedence is first the Contract, and then in the following order:

- Exhibit A: Insurance Requirements
- Exhibit B: Specifications, Duties, and Scope of Work
- Exhibit C: Price and Payment Schedule

IN WITNESS WHEREOF, the parties hereto by their duly authorized representatives have executed this Contract effective as of the effective date set forth above.

Electric Pump

Grand Rapids Public Utilities Commission

By: Adam Thoreson

By: Julie Kennedy 04/08/2022

Print Name: Adam Thoreson

Print Name: Julie A. Kennedy

Title: Service Coordinator

Title: General Manager

Exhibit A: Insurance Requirements

- 1 **Notice to Contractor and Insurer.** Contractor shall not commence work under the Contract until it has obtained all the insurance described below and GRPUC has approved such insurance. Contractor shall maintain such insurance throughout the term of this Contract. GRPUC reserves the right to immediately terminate this Contract if the Contractor is not in compliance with the insurance requirements. All insurance policies must be open to inspection by GRPUC, and copies of policies must be submitted to GRPUC's Authorized Representative upon written request. The Contractor's insurance companies waive the right to assert the immunity of GRPUC as a defense to any claims made under said insurance.

- 2 **Additional Insurance Conditions.** The following apply to the Contractor and Contractor's subcontractor: Contractor's policy(ies) shall be primary insurance to any other valid and collectible insurance available to GRPUC. Contractor agrees to notify GRPUC within five (5) business days of receipt of any insurance cancellation notice. Contractor is responsible for payment of Contract-related insurance premiums and deductibles. Contractor's policy(ies) shall include legal defense fees in addition to its policy limits with the exception of professional liability. Contractor's insurance companies must either (1) have an AM Best rating of A- (minus) and a Financial Size Category of VII or better, and be authorized to do business in Minnesota, or (2) be domiciled in Minnesota and have a Certificate of Authority/Compliance from the Minnesota Department of Commerce if they are not rated by AM Best. An Umbrella or Excess Liability insurance policy may be used to supplement the Contractor's policy limits to satisfy the full policy limits required by the Contract.

- 3 **Coverages.** Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:
 - 3.1 **Commercial General Liability Insurance** coverage that would be maintained by a reasonable contractor in Contractor's profession performing a similar contract, with the following minimum limits:
 - \$1,500,000 – per occurrence
 - \$1,500,000 – annual aggregate
 - \$1,500,000 – annual aggregate – applying to Products/Completed Operations

 - 3.2 **Commercial Automobile Liability Insurance** coverage that would be maintained by a reasonable contractor in Contractor's profession performing a similar contract, with the following minimum limits:
 - \$1,500,000 – per occurrence Combined Single limit for Bodily Injury and Property Damage

The following coverages should be included: Owned, Hired, and Non-owned Automobile.

3.3 Workers' Compensation Insurance. Contractor shall obtain and maintain for the duration of the Contract, statutory workers' compensation insurance and employer's liability insurance as required under the laws of the State of Minnesota.

Exhibit B: Specifications, Duties, and Scope of Work

The Contractor shall: Provide 1 Sewage Ejector Sump Pump

Myers Model SX50-01, 2” .5/208/1, X-Proof Motor, 20’ power and sensor cord and 1 run capacitor, 370 vac

Exhibit C: Price and Payment Schedule

Price for providing Myers Sewage Ejector pump is Two Thousand One Hundred and Seventy Seven dollars and Fourteen Cents (\$2,177.14). Plus Freight Costs not to exceed \$500.

The total obligation and liability of GRPUC under this Contract will not exceed Two Thousand Six Hundred and Seventy Seven Dollars and Fourteen Cents. (\$2,677.14)

Payment after receipt and acceptance of goods by Grand Rapids Public Utilities.

Payment 30 days after receipt of an uncontested invoice and acceptance of goods by Grand Rapids Public Utilities.

QUOTATION



201 4th Ave SW
New Prague, MN 56071 USA

Telephone: (952)758-6600 / FAX (952)758-7778
Toll Free 1-800-536-5394

www.electricpump.com

QUOTE NUMBER: 0184680
QUOTE DATE: 3/10/2022
EXPIRE DATE: 4/11/2022

SALESPERSON: JEFF JANIKSELA
CUSTOMER NO: 3267192
QUOTED BY: MKH
SEWAGE EJECTOR PUMI

QUOTED TO:
GRAND RAPIDS PUBLIC UTILITIES
500 SE 4TH ST
GRAND RAPIDS, MN 55744

JOB LOCATION:
GRAND RAPIDS PUBLIC UTILITIES
500 SE 4TH STREET
GRAND RAPIDS, MN 55744

CONFIRM TO:
TROY BRIDGE 218-326-7196

***** QUOTE ORDER - DO NOT PAY *****

CUSTOMER P.O.	SHIP VIA BEST WAY	F.O.B.	TERMS NET 30 DAYS
---------------	----------------------	--------	----------------------

ITEM NUMBER	UNIT	ORDERED	SHIPPED	BACK ORDER	PRICE	AMOUNT
RE: SEWAGE EJECTOR SUMP PUMP --REPLACE EXISTING HYDRO SPX50M7 .5/208/1 PHASE 2", 20' POWER & SENSOR CABLE						
*SX50-01	EACH	1.00	0.00	0.00	2,140.00	2,140.00
MYERS MODEL SX50-01, 2" .5/208/1, X-PROOF MOTOR, 20' POWER AND SENSOR CORD						
*1003706	EACH	1.00	0.00	0.00	37.14	37.14
RUN CAPACITOR, 370 VAC						

FREIGHT IS ADDITIONAL.
DELIVERY IS 10-12 WEEKS ARO

PLEASE CONTACT US TO PLACE AN ORDER.

THANK YOU MYRA HOFFMAN
myrah@electricpump.com
CC: JEFF JANIKSELA 612-867-6219

All return goods must have written approval from Electric Pump, Inc. before returning. Credit will not be issued without written approval and if applicable there will be a Restock Fee.

Net Order:	2,177.14
Less Discount:	0.00
Freight:	0.00
Sales Tax:	0.00
Order Total:	2,177.14

ABOVE PRICING EFFECTIVE FOR 30 DAYS



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: May 11, 2022

AGENDA ITEM: Consider a motion to declare a Wastewater Treatment Plant (WWTP) Operator vacancy exists and authorize the internal posting and external advertising, if needed, for the position.

PREPARED BY: Julie Kennedy, General Manager

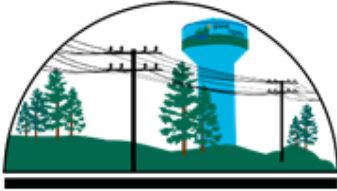
BACKGROUND:

On April 22, 2022, Jim Thelen, Wastewater Operator, submitted his retirement notification effective July 20, 2022. Jim has served GRPU as a Wastewater Operator since August 2018. We wish Jim well in his upcoming retirement.

Though we are currently working toward changing the hours of operation at the WWTP, that transition will not take place for 9 to 12 months and we will not be in a situation by July 20 to not replace Jim. I am recommending the Commission declare a vacancy exists, and authorize the internal posting and external advertising, if needed, for the position.

RECOMMENDATION:

Consider a motion to declare a Wastewater Treatment Plant (WWTP) Operator vacancy exists and authorize the internal posting and external advertising, if needed, for the position.



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

NOTICE OF VACANCY

DATE POSTED: May 12, 2022

POSITION: **Wastewater Treatment Plant Operator**

DEPARTMENT: Water / Wastewater Department

ACCOUNTABLE TO: Water / Wastewater Department Manager

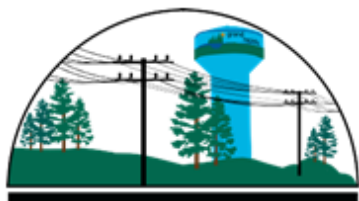
RATE: \$29.71 (2022 rate per Article 17, Section 5, of the Collective Bargaining Agreement.)

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

If you are interested in posting for this position, please email a brief letter of application including your qualifications to Julie Kennedy, General Manager, no later than the date posting closes.

DATE POSTING CLOSES: May 19, 2021 at 4:30 PM

Posted in accordance with Local 3456, AFSCME, and the Public Utilities Commission Collective Bargaining Agreement dated January 1, 2021 to December 31, 2023, Article 8, Section 1, Vacancies and Promotions.



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POSITION TITLE: Wastewater Treatment Plant (WWTP) Operator
DEPARTMENT: Water/Wastewater
FLSA STATUS: Non-Exempt
DATE: September 2020
ACCOUNTABLE TO: Water/Wastewater Manager

Primary Objective of Position

This position is responsible for performing technical, skilled and administrative functions under general supervision in order to maintain the safe, reliable, and efficient operation and maintenance of the Utility's wastewater treatment systems.

Major Areas of Accountability or Job Duties:

Monitor and operate the wastewater processing equipment, adjusting as needed, to produce a high-quality effluent that meets regulatory requirements.

Collect samples and perform wastewater quality analysis and process control tests in accordance with established procedures.

Assist in interpreting lab data and recognize abnormalities in results as they relate to the operation of the facility and discuss them with the supervisor as needed.

Document and maintain operating and maintenance records with accuracy, clarity and completeness.

Assist in the unloading of chemicals and record inventory of chemical storage tanks and consumption rates.

Routinely perform inspections of wastewater treatment equipment and facilities and report mechanical or operational problems in accordance with established procedures.

Perform and/or assist maintenance personnel in routine and preventative maintenance of processing equipment, buildings and grounds as directed.

Provide custodial work and clean areas of the wastewater treatment facilities as required.

Make recommendations for the improvement of operation and maintenance functions of the facility as they become apparent.

Follow applicable federal, state, and local regulatory requirements, including but not limited to those of OSHA, MN OSHA, NESC, EPA, MPCA, and MDH.

Assist in updating procedure documentation used to complete work and train employees as required.

Understand and comply with all workplace safety practices.

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 job qualifications.

Minimum Qualifications:

AAS Degree in Water Resources Management, Pollution Control Technology, or a BS Degree in Biology, Environmental Studies, 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 endorsements, or have the ability to obtain one prior to employment.

Ability to work toward and obtain a MN Type III Solid Waste Facility Operator Certification within one year of the date of employment and the ability to work toward and obtain a MN Class C Wastewater Operator Certification within three years of the date of employment. Failure to fulfill these qualifications may require the applicant to forfeit the right to continue employment in this position.

Ability to drive and maneuver a tandem axle dump truck with gross vehicle weight in excess of 40,000 lbs. and a tanker truck with gross vehicle weight in excess of 55,000 lbs.

Clear understanding of the fundamentals of wastewater collection and treatment system operations, including working with numbers and basic mathematical skills.

Ability to be self-motivated and work well without assistance in accordance with established procedures.

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

Ability to demonstrate familiarity with computer software applications and terminology as related to wastewater treatment plant operations and maintenance systems. Applicant will be required to complete a skills assessment.

Critical thinking skills and capability of troubleshooting and correcting mechanical malfunctions.

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.

Strong sense of honesty, integrity, and credibility.

Availability to work the Utility's WWTP hours including rotating day and night shifts, relief shifts, weekends, holidays and rotation of job assignments within the group as needed.

Preferred Qualifications:

Experience in operating and maintaining wastewater treatment plant process equipment.

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

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

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

Tools and Equipment Used:

Industrial vehicles, hand and power tools, pumps, generators, pneumatic tools, presses, mops, shovels, laboratory equipment, handheld instrumentation, computers and related software, two-way radios, phone, 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 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions and vibration. The employee on occasions must maneuver dump truck on wet and/or slippery road conditions. The employee occasionally is exposed to fumes or airborne particles.

The noise level in the work environment varies by location but is can be moderately loud.

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 this position if the work is similar or related to, or a logical extension of the position.

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

Commission Approved Date: September 4, 2020



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: May 11, 2022

AGENDA ITEM: ICC Student Presentation on Landfill Cover Investigation Project

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

In an effort to support our local community, GRPU often partners with Itasca Community College by providing opportunities for students to work on actual projects for the utility. This spring, four second-year engineering students selected one of our projects as part of their Engineering Design IV course, a class that helps students gain insight into the personal, interpersonal, ethical and professional topics required for success in their education and their profession.

Paige Johnson, Nicholas Miller, Ian Walker, and Marie Ngo Poua worked with me this past semester on investigating the possibility that high leachate production on GRPU's Phase 1-4 landfill is caused by poor performance of the current landfill cover. The students researched four different landfill designs to help determine if cover is the problem, and if so, what type of cover would be recommended. Additionally, during their research, the students uncovered another possibility for the high leachate production that is currently being investigated by GRPU and the MPCA.

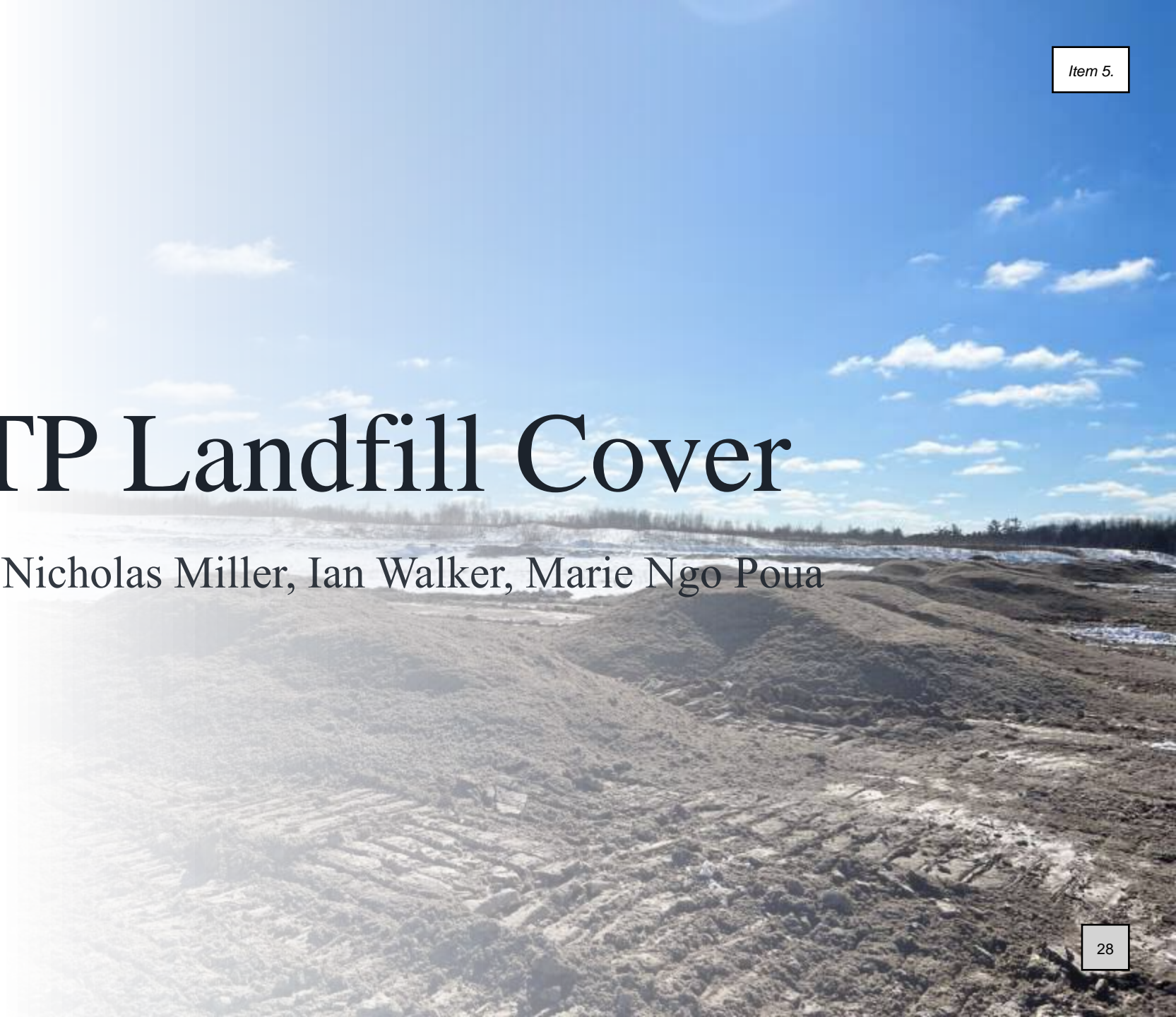
The students will present their research findings at the Commission meeting.

RECOMMENDATION:

Review and discussion only.

WWTP Landfill Cover

Paige Johnson, Nicholas Miller, Ian Walker, Marie Ngo Poua



Problem Statement

The Problem

- The current leachate production of landfill Phase 1-4 Kettle D is too high.
 - Leachate is water that becomes polluted from draining through buried waste.
 - The landfill is not able to officially close due to the high leachate production.



(Mattson, S., 2021)

Phase 1-4 Kettle D's Current Landfill Cover Issues

- Leachate production is too high.
 - 5,784,000 gallons of leachate on average annually (1,446 truckloads a year).
 - Should be around 100,000 gallons of leachate annually (25 truckloads a year).
- Investigate the possibility that high leachate production is caused by poor performance of the current landfill cover.
 - High leachate production is causing up to an extra \$225,000 in expenses annually.
 - Current cover consists of 48 in. of paper mill sludge, 12 in. sand drainage layer, 6 in. of rooting soil, and 6 in. of topsoil.
- Consider the possibility that high leachate production is caused by landfill design allowing most of the drainage to run directly into the leachate system.

(Mattson, S., 2021)

Our Mission

- Research 4 landfill cover designs and provide a recommendation to the WWTP and Blandin.
 - Each landfill cover should have the following information.
 - Different materials and their depths/amounts
 - The effectiveness of the landfill at other sites
 - Pros and cons
 - Economic analysis

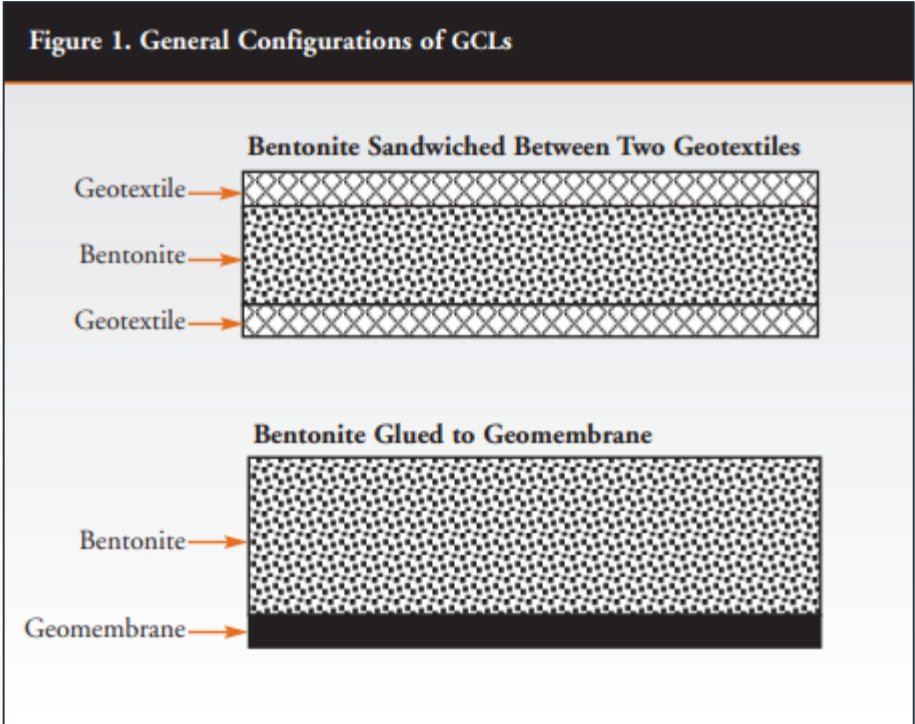


Linear Low Density Polyethylene (2017, March 2) Retrieved from <https://geotechpedia.com/Equipment/Show/2032/Enviroflex-Linear-Low-Density-Polyethylene--LLDPE--Geomembranes>

Geosynthetic Clay Liner (GCL) Cover

What is a GCL?

- A GCL is a thin layer of bentonite that is either bonded to a geomembrane or encased between two sheets of a geotextile.
- These covers are designed to act like a layer of compacted clay, but at a much-reduced volume.
- Ability to resist damage by freeze/thaw cycles.
- The first GCL was developed in 1986.
 - Traditionally used in hazardous waste landfills.

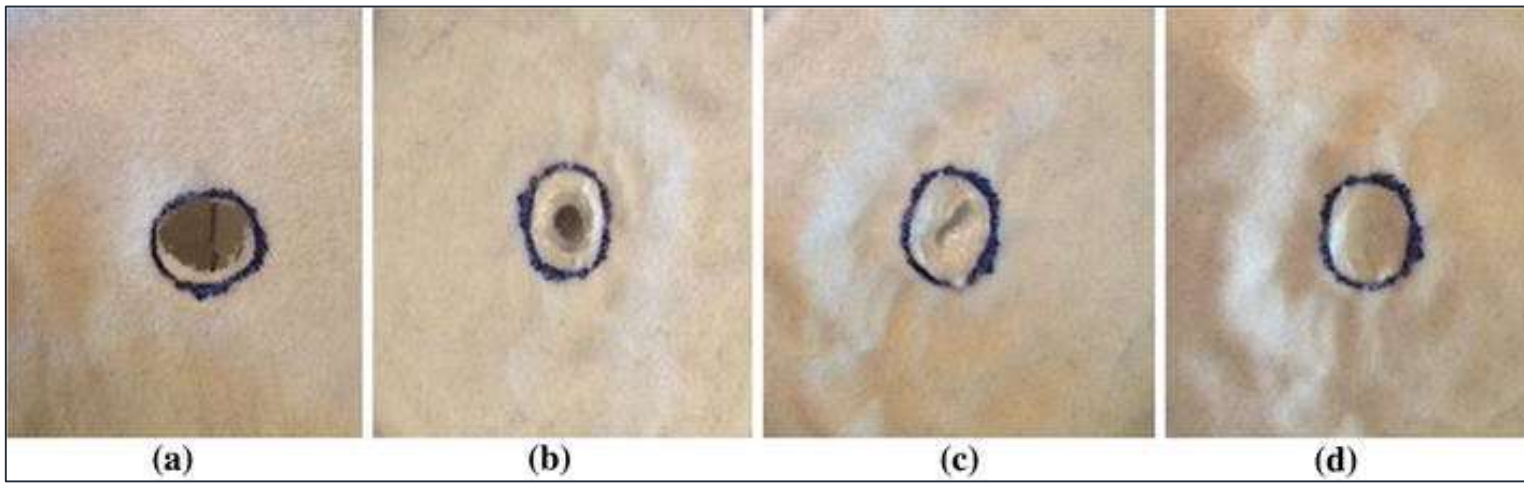


(USEPA) United States Environmental Protection Agency. (2001). Geosynthetic Clay Liners Used in Municipal Solid Waste Landfills.

(USEPA, 2001)

What makes GCLs special?

- 1. Bentonite is a polar compound, so it attracts water.
- 2. When the bentonite “absorbs” water, it swells.
- 3. This swelling allows it to “heal” itself.

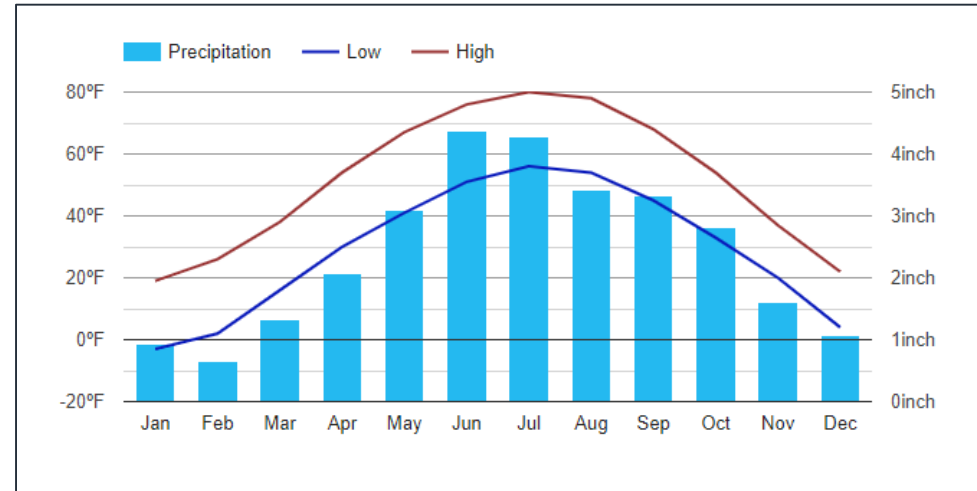


Salemi, N., Abtahi, S., Rowshanzamir, M., & Hejazi, S. (2018). *Gcl Self-Healing Test*. Research Gate. Retrieved April 29, 2022, from https://www.researchgate.net/figure/Self-healing-test-damaged-GCL-before-test-a-GCL-containing-5-SAP-after-16h-b-GCL_fig10_323383992.

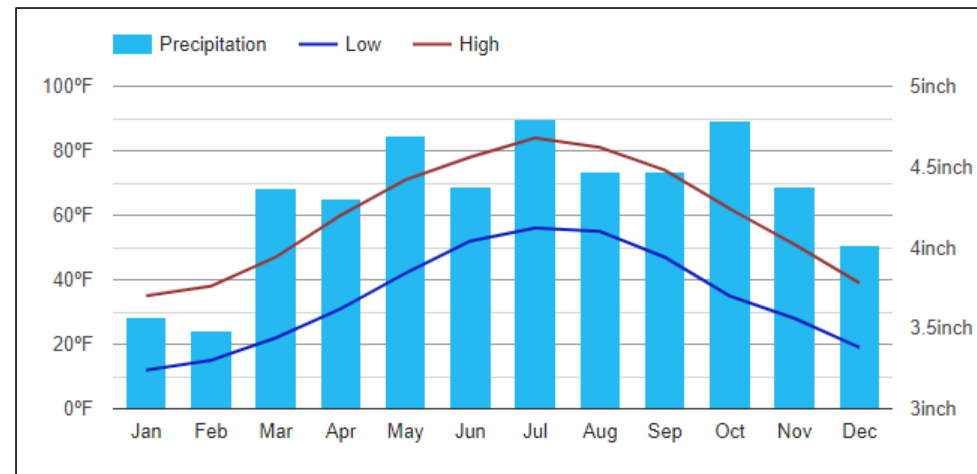
(USEPA, 2001)

GCL Studies

- Pueblo, Colorado
 - Liner System
 - Gundseal GCL
- Greenville, South Carolina
 - Cap System
 - Bentofix GCL
- Thomaston, Connecticut
 - Cap System
 - Claymax GCL



Grand Rapids Climate Graph. (2022). U.S. Climate Data. Retrieved April 30, 2022, from <https://www.usclimatedata.com/climate/grand-rapids/minnesota/united-states/usmn0309>.

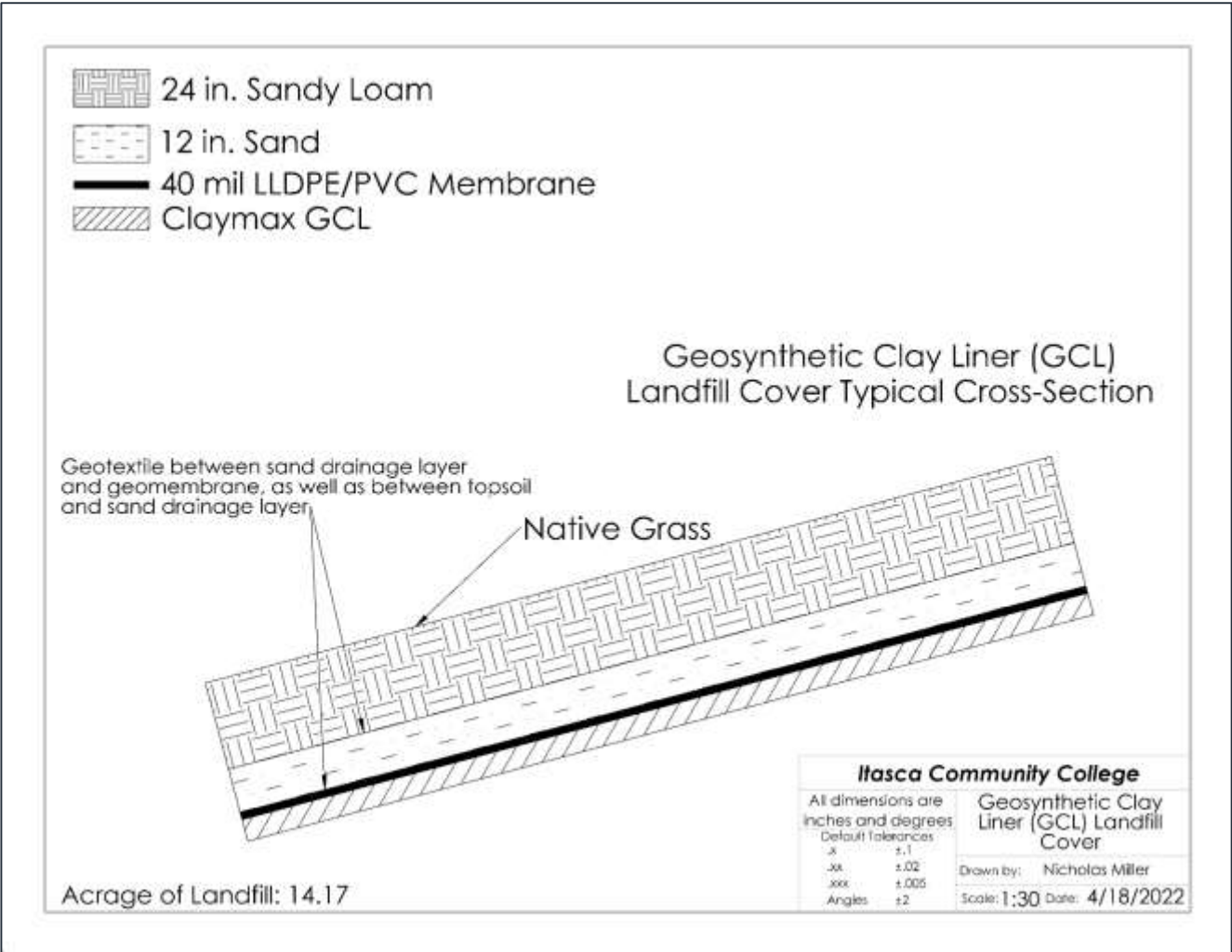


Thomaston Climate Graph. (2022). U.S. Climate Data. Retrieved April 30, 2022, from <https://www.usclimatedata.com/climate/thomaston/connecticut/united-states/usct0465>.

(USEPA, 2001)

GCL Cover Design

- Thomaston, Connecticut Cap Design
 - 6 inches of topsoil
 - 24 inches of earthen material
 - Geogrid
 - Geotextile
 - Polyvinyl chloride geomembrane (30 mil)
 - Claymax GCL
 - Geotextile



(USEPA, 2001)

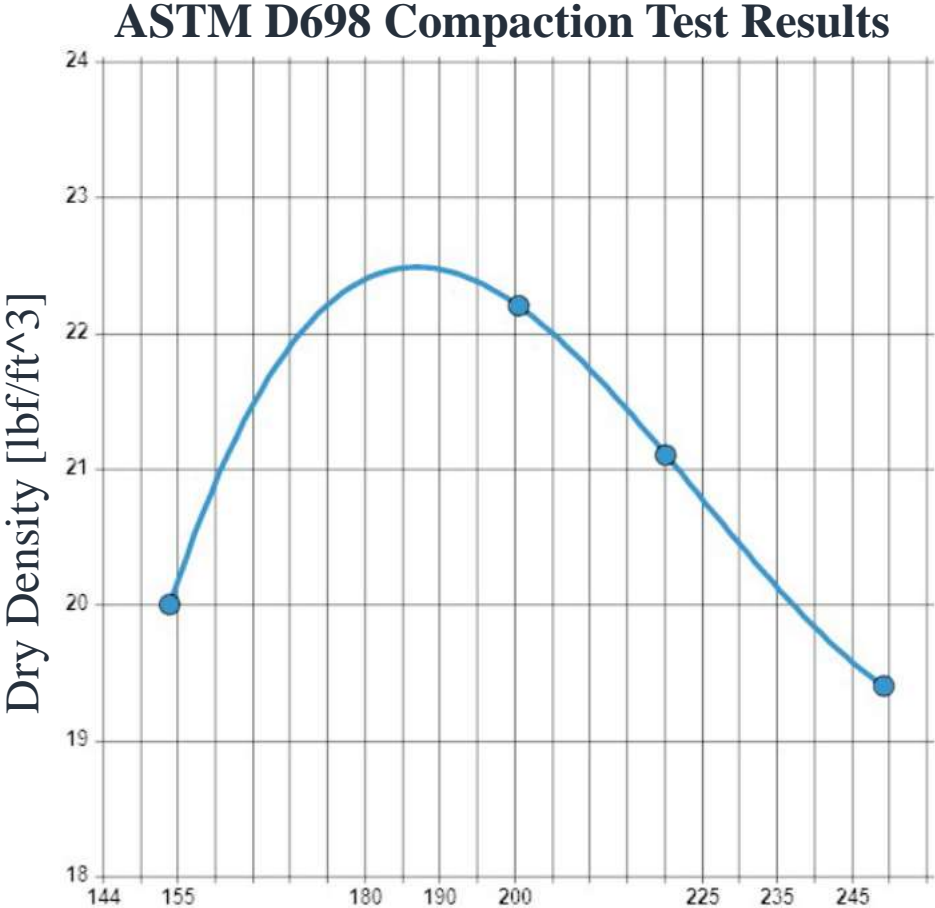
Papermill Sludge Cover

Paper Mill Sludge

- Used in the current landfill cover
 - Seemed like a poor idea at the time of first learning of it
 - Through research found out that paper mill sludge has been used in several landfill covers
- Started looking into the effectiveness of paper mill sludge as a barrier layer



Testing the Paper Mill Sludge

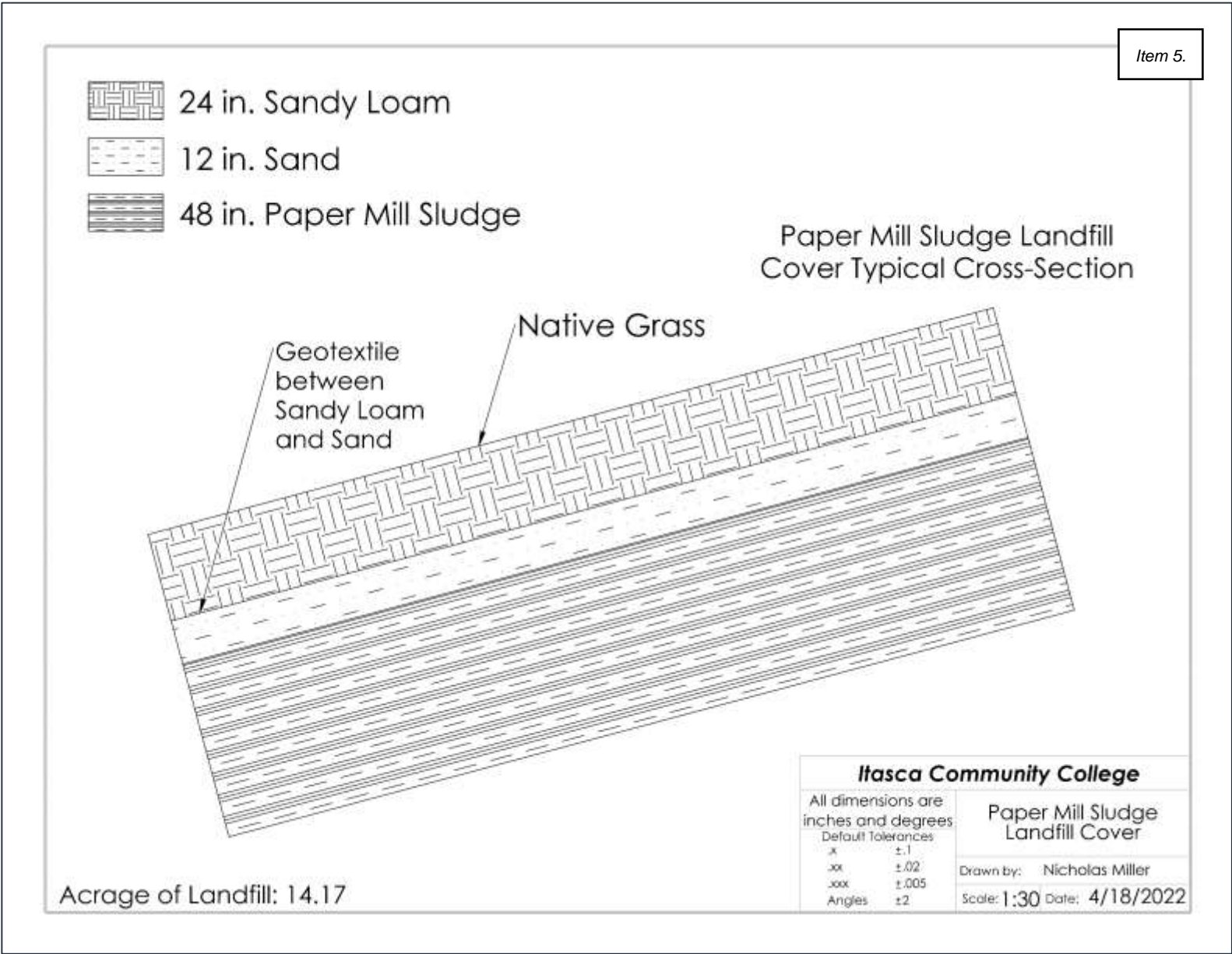


Classification: Paper Mill Pulp

- Needed values of the WWTP’s paper mill sludge to compare and analyze whether it would work well as a barrier layer.
- Contacted a known employee at Braun Intertec about testing the paper mill sludge for:
 - Hydraulic conductivity
 - Water content
 - Organic content
 - Optimum moisture content

Design

- Cover design based on a paper mill sludge cover from Corinth, NY
 - Similar climate and paper mill sludge to Grand Rapids, MN



Subtitle C Cover



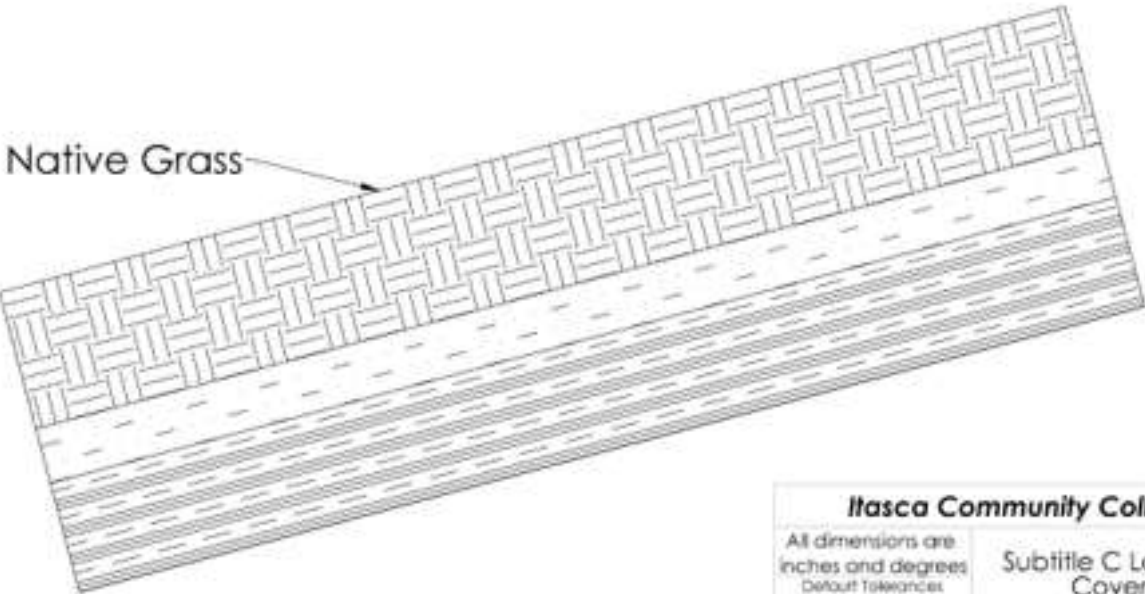
General Information

- Aimed at managing hazardous waste to protect the environment and human health.
 - Landfill Phase 1-4 Kettle D does not contain hazardous waste, it is an industrial sludge landfill.
 - Subtitle C was researched due to its stringent requirements so comparisons could be made.
- There are SC regulations for generation transportation and treatment, storage, or disposal of hazardous waste
- Hazardous waste is processed as described below.
- **Treatment:** Using chemical processes to alter the composition of hazardous substances and sometimes recover and reuse it for manufacture purposes.
- **Storage:** Holding the waste before it is processed or disposed of
- **Disposal:** Permanently containing hazardous waste.

(USEPA, 2001)

-  30 in. Sandy Loam
-  12 in. Sand
-  24 in. Clay

Subtitle C Landfill Cover Typical Cross Section



Acreage of Landfill: 14.17

Itasca Community College	
All dimensions are inches and degrees	
Default Tolerances	
\pm	$\pm .1$
$\pm .01$	$\pm .02$
$\pm .001$	$\pm .005$
Angles	± 2
Subtitle C Landfill Cover	
Drawn by:	Nicholas Miller
Scale:	1:30 Date: 4/18/2022

Subtitle D Cover



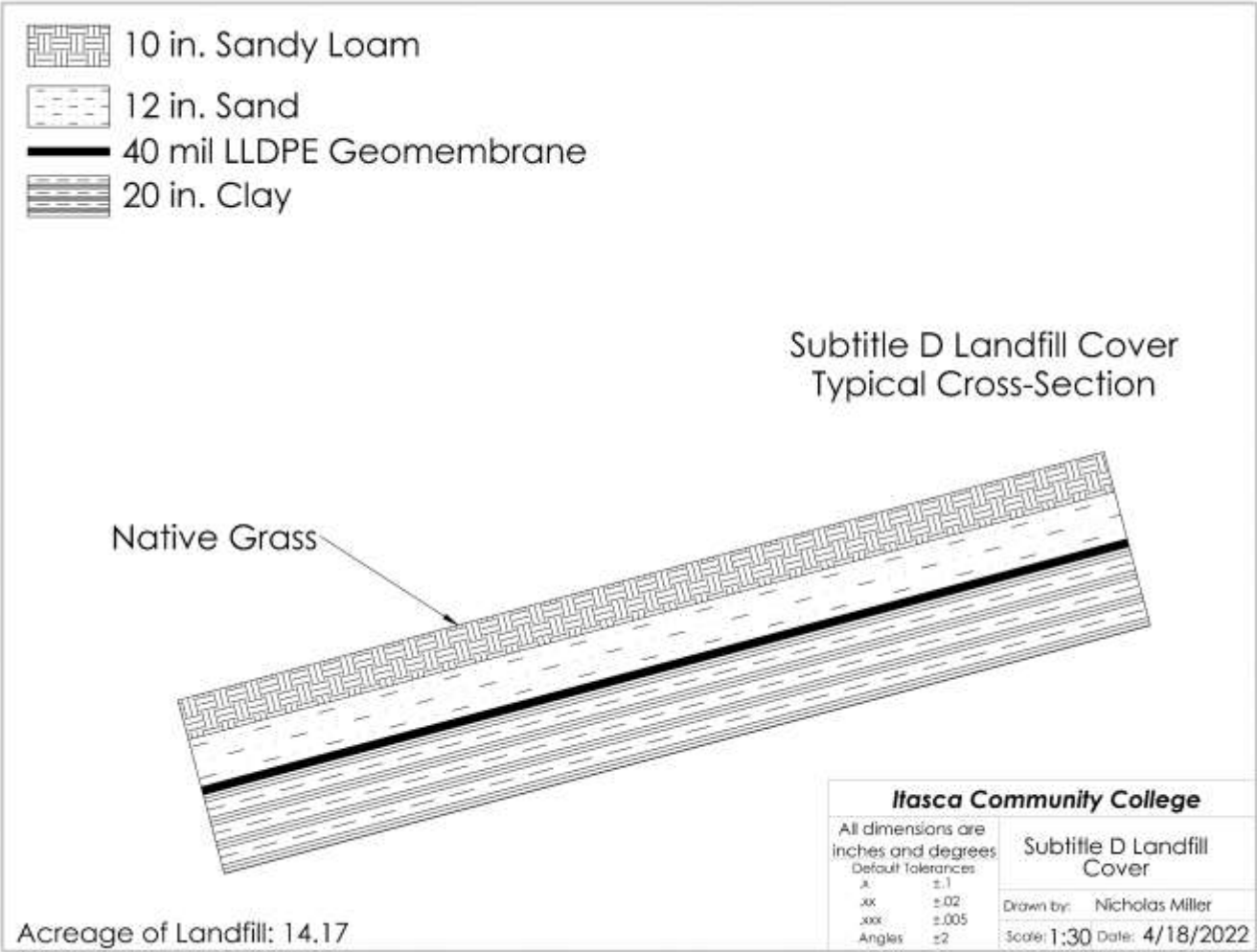
Subtitle D Landfill

- Regulation that aims for the management of municipal waste.
- One of the most relaxed regulations as it manages low hazard waste.
- The primary design regulation for subtitle D landfill cover are as follows
 - 15 cm or roughly 6 in of erosion controls
 - 45 cm or roughly 18 inches of a barrier layer or a layer with a permeability $\leq 1 \cdot 10^{-7}$ cm/s

(Albright et al., October 2002)

Landfill Design

- Design is very simple
 - 10 inches of topsoil for erosion control
 - 12 inches of sand drainage
 - A LLDPE Geomembrane
 - 20 inches of a clay for barrier layer



Determining The Right Cover



Landfill Cover Decision Matrix											
<i>Specification Criteria</i>	<i>Criterion related to Different Specifications for your project</i>										
	Procedure: 1) Prioritize the criteria according to the specification and its importance for the project. 2) Rate the criteria for each of the specifications. 3) Multiply the rating for each option with the criteria priority.										
Criteria for Comparison	Priority 5 = High 1 = Low	Rating 5 = High 1 = Low Proposed LLDPE		Rating 5 = High 1 = Low Geosynthetic Clay Liner		Rating 5 = High 1 = Low Papermill Sludge		Rating 5 = High 1 = Low Subtitle C		Rating 5 = High 1 = Low Subtitle D	
		Score = (priority x rating)	Rating	Score	Rating	Score	Rating	Score	Rating	Score	Rating
<i>Criteria 1</i> <i>Leachate Production</i>	5	1	5	5	25	1	5	2	10	5	25
<i>Criteria 2</i> <i>Capital Costs</i>	2	4	8	2	4	2	4	3	6	1	2
<i>Criteria 3</i> <i>Operation & Maintenance Costs</i>	4	2	8	5	20	2	8	3	12	5	20
<i>Criteria 4</i> <i>Lifecycle Cost</i>	4	4	16	2	8	2	8	3	12	1	4
Totals		37		57		25		40		51	

High Scores = Good

Criteria 1: Leachate Production (gal.)	High levels	1	2	3	4	5	Low Levels
		1,000,000 - 750,001	750,000 - 500,001	500,000 - 250,001	250,000 - 100,000	< 100,000	
Criteria 2: Capital Cost (\$)	High Cost	1	2	3	4	5	Low Cost
		> 4,000,000	4,000,000 - 3,000,001	3,000,000 - 2,000,001	2,000,000 - 1,000,000	< 1,000,000	
Criteria 3: Operation & Maintenance Cost (\$)	High Cost	1	2	3	4	5	Low Cost
		> \$40,000	\$40,000 - \$30,001	\$30,000 - \$20,001	\$20,000 - \$10,000	< \$10,000	
Criteria 4: Lifecycle Cost (\$)	High Cost	1	2	3	4	5	Low Cost
		> \$4,000,000	\$4,000,000 - \$3,000,001	\$3,000,000 - \$2,000,001	\$2,000,000 - \$1,000,001	< \$1,000,000	

Conclusion

- Based on the decision matrix, the cover that meets the criteria the best was the Geosynthetic Clay Liner (GCL).
 - Excellent leachate control
 - Very low operation and maintenance costs
 - Higher capital cost
- If the current landfill cover is indeed the issue it would be recommended that it be replaced.

References

Albright, W. H., & Benson, C. H. (n.d.). (rep.). Alternative Cover Assessment Program 2002 Annual Report (pp. 1–1).

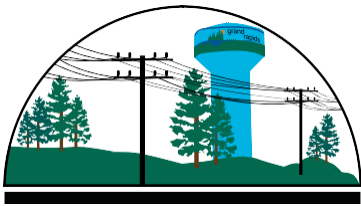
Floess, Carsten H.; Harris, Warren A. IV; Moo-Young, Horace K. Jr.; and Zimmie, Thomas F., "A Municipal Landfill Cover With a Paper Sludge Barrier Layer" (1998). International Conference on Case Histories in Geotechnical Engineering. 8. <https://scholar.mst.edu/icchge/4icchge/4icchge-session09/8>

Grand Rapids Climate Graph. (2022). U.S. Climate Data. Retrieved April 30, 2022, from <https://www.usclimatedata.com/climate/grand-rapids/minnesota/united-states/usmn0309>.

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Salemi, N., Abtahi, S., Rowshanzamir, M., & Hejazi, S. (2018). *Gcl Self-Healing Test*. Research Gate. Retrieved April 29, 2022, from https://www.researchgate.net/figure/Self-healing-test-damaged-GCL-before-test-a-GCL-containing-5-SAP-after-16h-b-GCL_fig10_323383992

(USEPA) United States Environmental Protection Agency. (2001). Geosynthetic Clay Liners Used in Municipal Solid Waste Landfills.



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Item 6.

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ADMINISTRATION DEPARTMENT MONTHLY REPORT May 2022 Commission Meeting

Safety

There were no OSHA recordable accidents in the Administration Department last month.

Office Closure

- GRPU offices will be closed Monday, May 30 in observance of Memorial Day.

Staffing

- Jim Thelen, Wastewater Treatment Plant Operator, submitted his notice of retirement for July 20, 2022.

Community Involvement

- Solar Plus Battery Storage Ribbon Cutting – rescheduled to the afternoon on July 26.
- No Mow May Campaign (see attached info).

Projects Performed Last Month

- New GRPU website went live April 15.
- New GRPU intranet went live May 5.
- First Round of Interviews for Journey Lineworker position.
- ICC Student Projects – landfill and solar.
- Held first Labor-Management Committee Meeting

Projects Scheduled for This Month

- Complete hiring for Journey Lineworker position.
- Begin hiring for Wastewater Treatment Plant Operator position.
- NEMMPA meeting (see attached quarterly report from MP).
- Additional Teams and Intranet training for employees.
- Working with staff on WWTP & WTP future shift schedule changes.

No Mow May

The City of Grand Rapids has declared a "No Mow May" campaign which encourages property owners to postpone cutting their grass in the spring to help pollinators such as bees thrive as they come out of hibernation.

See the STRIB article: <https://www.startribune.com/on-the-cutting-edge-of-the-no-mow-may-movement/600167401/>



'No Mow May' campaign to help pollinators adds inches to Twin Cities lawns - StarTribune.com

www.startribune.com

Rhoda and Leonard Bernstein have a "No Mow May" sign in a prominent place in their yard. They're one of more than 300 Edina residents unapologetically letting their grass grow in the coming weeks.



City of Grand Rapids MN

May 2 at 8:13 AM · 🌐



Cities like West St. Paul, Rochester, Monticello, and Edina are doing it. Everyone from Better Homes and Gardens to Bob Vila is posting articles about it. It's No Mow May- a nationwide pollinator-friendly initiative! Grand Rapids residents can choose to lay off the lawnmower for the month of May and not be penalized. That gives bees and other pollinators (who are suffering major declines in many areas) a break when they're waking up from their winter rest and trying to find food.



City of Grand Rapids MN

36m · 🌐



Grand Rapids Area Library

21h · 🌐

It's #nomowmay! The pollinators appreciate it! 🐝🌻🌸 #grandrapidsarealibrary

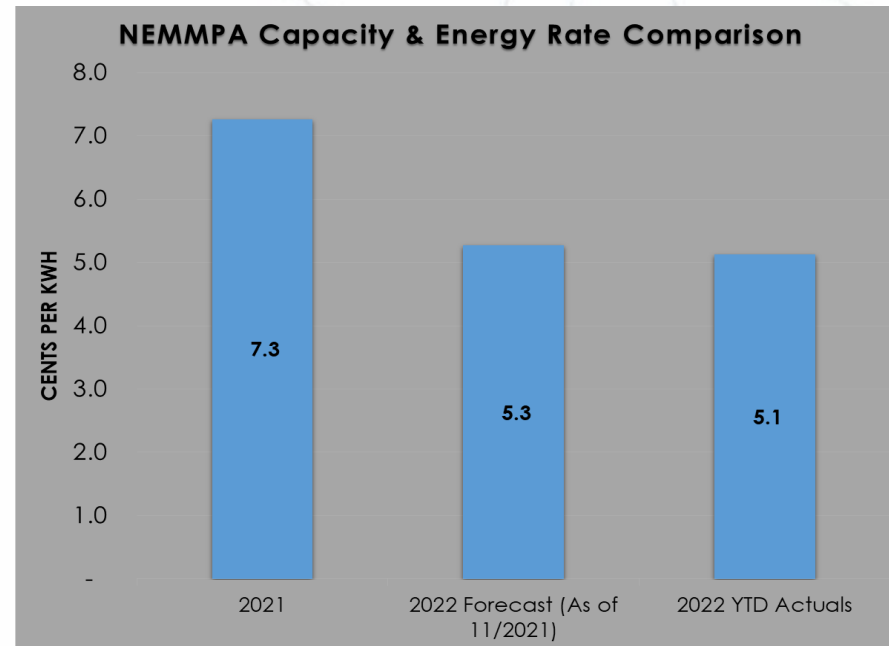
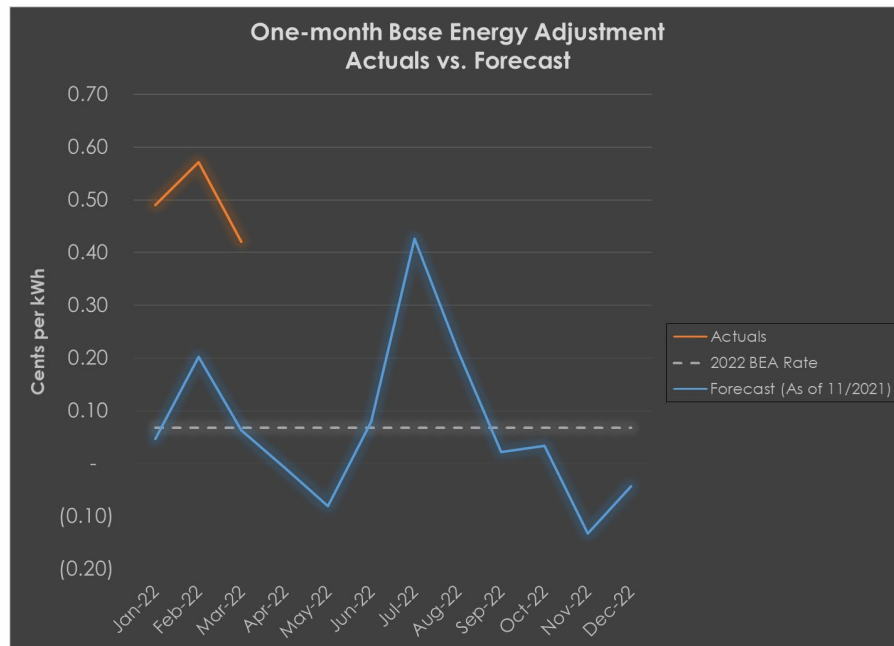
Contract Metrics

Peak demand savings:

2.2 MW, or 3% of aggregated NEMMPA non-coincident peak load

Year-to-date BEA Drivers:

- Higher than expected natural gas prices
- MISO market prices above forecast
- MP generation has utilized more natural gas than forecast at the elevated prices



Highlights

Pricing and rates for energy and capacity under the new contract have been as expected through the first quarter, with consistent rate reductions of under the terms and conditions of the new contract, and with transmission costs as expected.

MP intends to publish this summary on a quarterly basis to keep customers updated on the electric markets, cost, and reliability trends. Please contact your account rep with questions and with suggestions for improvement.

Upcoming Events & Dates

- 5/3 - GRPU Solar-Storage Ribbon Cutting
- 8/22-8/24 - MMUA Summer Conference
- Fall 2022 – MP Annual Muni Customer meeting
- 11/1 (or sooner) – 2023 BEA rate will be communicated to NEMMPA for use in 2023 budgeting.

MP Service Initiatives

- Virginia Staver substation
- Rock Ridge School Point of Delivery
- Grand Rapids Solar-Storage
- Two Harbors Distribution Study
- Mt. Iron feeder replacing Virginia Taconite Tire interconnect

Please contact your account representative with requests for help on any new projects or initiatives you like to pursue.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: May 11, 2022

AGENDA ITEM: Consider a motion to adopt Resolution Number 05-11-22-1 approving the revised City Multi-Family Unit Residential Water Rates.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

During the establishment of customer accounts for the two new apartment complexes it was noted by CSR team members the rates charged for a 38-unit building and a 48-unit building had not been previously approved by the GRPU Commission.

Paula Hennemann, Lead CSR, working with CSR team members suggested to complete the rate table for City Multi-Family Unit Residential Water regardless if there was currently a housing complex with that specific number of units. Approving this revised rate schedule will allow the CRS teams to better perform their roles.

The calculation is the same regardless the number of units. The rate charge is \$5.20 times the number of units plus a flat fee of \$3.47. Customers have been billed correctly on their monthly utility bill as the mathematical calculation is not changing.

The revised City Multi-Family Unit Residential Water Rates was reviewed at the April 26, 2022 GRPU Commission meeting.

RECOMMENDATION:

Consider a motion to adopt Resolution Number 05-11-22-1 approving the revised City Multi-Family Unit Residential Water Rates.

GRAND RAPIDS PUBLIC UTILITIES COMMISSION

RESOLUTION NO. 05-11-22-1

ADOPT REVISED CITY MULTI-FAMILY WATER RATE SCHEDULE

WHEREAS, the Grand Rapids Public Utilities Commission (GRPUC) philosophy is to promote reliable utility services for a fair competitive rate;

WHEREAS, the City Multi-Family Water rate schedule was reviewed internally a with recommendation to complete the schedule for two to 61 multi-family dwelling units which were not currently included in the rate schedule;

WHEREAS, the City Multi-Family Water rate calculation is not changing with the adoption of this revised rate schedule and remains \$5.20 times the number of units plus a flat fee of \$3.47;

WHEREAS, the GRPUC has reviewed and discussed the revisions to the City Multi-Family Water rate schedule at the April 26, 2022 work session;

NOW, THEREFORE BE IT RESOLVED THAT the Grand Rapids Public Utilities Commission has reviewed and adopts the revised City Multi-Family Water Rate schedule as presented.

Adopted this 11th day of May 2022.

GRPUC President

Witness:

GRPUC

**GRAND RAPIDS PUBLIC UTILITIES COMMISSION
CITY MULTI-FAMILY UNIT RESIDENTIAL WATER RATES**

Item 7.

Applicable within the corporate limits of the City of Grand Rapids:

Number of Units	Unit Charge	Customer Charge	Total Customer Charge	Tier 1 (first 4,000 gal) Per # of Units		Tier 2 (next 4,000 gal) Per # of Units		Tier 3 (next 22,000 gal) Per # of Units		Tier 4 (over 30,000 gal) Per # of Units	
				\$3.79 / 1,000 gal.		\$ 4.78 / 1,000 gal.		\$5.99 / 1,000 gal.		\$9.57 / 1,000 gal.	
				from	to	from	to	from	to		
2	\$5.20	\$3.47	\$13.87	0	8	9	16	17	60	over	60
3	\$5.20	\$3.47	\$19.07	0	12	13	24	25	90	over	90
4	\$5.20	\$3.47	\$24.27	0	16	17	32	33	120	over	120
5	\$5.20	\$3.47	\$29.47	0	20	21	40	41	150	over	150
6	\$5.20	\$3.47	\$34.67	0	24	25	48	49	180	over	180
7	\$5.20	\$3.47	\$39.87	0	28	29	56	57	210	over	210
8	\$5.20	\$3.47	\$45.07	0	32	33	64	65	240	over	240
9	\$5.20	\$3.47	\$50.27	0	36	37	72	73	270	over	270
10	\$5.20	\$3.47	\$55.47	0	40	41	80	81	300	over	300
11	\$5.20	\$3.47	\$60.67	0	44	45	88	89	330	over	330
12	\$5.20	\$3.47	\$65.87	0	48	49	96	97	360	over	360
13	\$5.20	\$3.47	\$71.07	0	52	53	104	105	390	over	390
14	\$5.20	\$3.47	\$76.27	0	56	57	112	113	420	over	420
15	\$5.20	\$3.47	\$81.47	0	60	61	120	121	450	over	450
16	\$5.20	\$3.47	\$86.67	0	64	65	128	129	480	over	480
17	\$5.20	\$3.47	\$91.87	0	68	69	136	137	510	over	510
18	\$5.20	\$3.47	\$97.07	0	72	73	144	145	540	over	540
19	\$5.20	\$3.47	\$102.27	0	76	77	152	153	570	over	570
20	\$5.20	\$3.47	\$107.47	0	80	81	160	161	600	over	600
21	\$5.20	\$3.47	\$112.67	0	84	85	168	169	630	over	630
22	\$5.20	\$3.47	\$117.87	0	88	89	176	177	660	over	660
23	\$5.20	\$3.47	\$123.07	0	92	93	184	185	690	over	690
24	\$5.20	\$3.47	\$128.27	0	96	97	192	193	720	over	720
25	\$5.20	\$3.47	\$133.47	0	100	101	200	201	750	over	750
26	\$5.20	\$3.47	\$138.67	0	104	105	208	209	780	over	780
27	\$5.20	\$3.47	\$143.87	0	108	109	216	217	810	over	810
28	\$5.20	\$3.47	\$149.07	0	112	113	224	225	840	over	840
29	\$5.20	\$3.47	\$154.27	0	116	117	232	233	870	over	870
30	\$5.20	\$3.47	\$159.47	0	120	121	240	241	900	over	900
31	\$5.20	\$3.47	\$164.67	0	124	125	248	249	930	over	930
32	\$5.20	\$3.47	\$169.87	0	128	129	256	257	960	over	960
33	\$5.20	\$3.47	\$175.07	0	132	133	264	265	990	over	990
34	\$5.20	\$3.47	\$180.27	0	136	137	272	273	1,020	over	1,020
35	\$5.20	\$3.47	\$185.47	0	140	141	280	281	1,050	over	1,050
36	\$5.20	\$3.47	\$190.67	0	144	145	288	289	1,080	over	1,080
37	\$5.20	\$3.47	\$195.87	0	148	149	296	297	1,110	over	1,110
38	\$5.20	\$3.47	\$201.07	0	152	153	304	305	1,140	over	1,140
39	\$5.20	\$3.47	\$206.27	0	156	157	312	313	1,170	over	1,170
40	\$5.20	\$3.47	\$211.47	0	160	161	320	321	1,200	over	58

**GRAND RAPIDS PUBLIC UTILITIES COMMISSION
CITY MULTI-FAMILY UNIT RESIDENTIAL WATER RATES**

Item 7.

Applicable within the corporate limits of the City of Grand Rapids:

Number	Unit	Customer	Total Customer	Tier 1 (first 4,000 gal) Per # of Units		Tier 2 (next 4,000 gal) Per # of Units		Tier 3 (next 22,000 gal) Per # of Units		Tier 4 (over 30,000 gal) Per # of Units	
				\$3.79 / 1,000 gal.		\$ 4.78 / 1,000 gal.		\$5.99 / 1,000 gal.		\$9.57 / 1,000 gal.	
41	\$5.20	\$3.47	\$216.67	0	164	165	328	329	1,230	over	1,230
42	\$5.20	\$3.47	\$221.87	0	168	169	336	337	1,260	over	1,260
43	\$5.20	\$3.47	\$227.07	0	172	173	344	345	1,290	over	1,290
44	\$5.20	\$3.47	\$232.27	0	176	177	352	353	1,320	over	1,320
45	\$5.20	\$3.47	\$237.47	0	180	181	360	361	1,350	over	1,350
46	\$5.20	\$3.47	\$242.67	0	184	185	368	368	1,380	over	1,380
47	\$5.20	\$3.47	\$247.87	0	188	189	376	376	1,410	over	1,410
48	\$5.20	\$3.47	\$253.07	0	192	193	384	384	1,440	over	1,440
49	\$5.20	\$3.47	\$258.27	0	196	197	392	392	1,470	over	1,470
50	\$5.20	\$3.47	\$263.47	0	200	201	400	401	1,500	over	1,500
51	\$5.20	\$3.47	\$268.67	0	204	205	408	409	1,530	over	1,530
52	\$5.20	\$3.47	\$273.87	0	208	209	416	417	1,560	over	1,560
53	\$5.20	\$3.47	\$279.07	0	212	213	424	425	1,590	over	1,590
54	\$5.20	\$3.47	\$284.27	0	216	217	432	433	1,620	over	1,620
55	\$5.20	\$3.47	\$289.47	0	220	221	440	441	1,650	over	1,650
56	\$5.20	\$3.47	\$294.67	0	224	225	448	449	1,680	over	1,680
57	\$5.20	\$3.47	\$299.87	0	228	229	456	457	1,710	over	1,710
58	\$5.20	\$3.47	\$305.07	0	232	233	464	465	1,740	over	1,740
59	\$5.20	\$3.47	\$310.27	0	236	237	472	473	1,770	over	1,770
60	\$5.20	\$3.47	\$315.47	0	240	241	480	481	1,800	over	1,800
61	\$5.20	\$3.47	\$320.67	0	244	245	488	489	1,830	over	1,830

Example - A **20 unit** apartment building using **180,00 gallons** would calculate their water charge as follows:

	Tier Rate	Tier Gallons (/1000)	Cumulative Gallons (/1000)	Charges
Customer Charge (see above table)				\$107.47
First 80,000 gallons	\$3.79	80	80	\$303.20
Next 80,000 gallons	\$4.78	80	160	\$382.40
Next 20,000 gallons	\$5.99	20	180	\$119.80

Revised	Adopted	Effective
4/21/2022		
12/15/2021	12/15/2021	2/1/2022
9/12/2018	9/12/2018	10/1/2018

\$912.87



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: May 11, 2022

AGENDA ITEM: Consider a motion to adopt Resolution Number 05-11-22-2 approving the budget and financial planning policy.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

It is good practice for government to formally adopt financial policies. Financial policies are central to a strategic, long-term approach to financial management. Written financial policies assist the government to:

- Promote stability and continuity.
- Prevent the need to re-invent responses to recurring issues.
- Clarify how the GRPU will manage its resources to provide the best value to customers and community.
- Promote a shared understanding of how the GRPU will develop its financial practices.
- Define limits on the actions staff may take.
- Provide boundaries within which staff can innovate in order to accomplish the GRPU strategic plan.
- Support good bond ratings.
- Promote long-term thinking.
- Identify important risks to financial conditions and how to mitigate the risks.

The attached budget and financial planning policy was reviewed and discussed by the GRPU Commission at the April 26, 2022 meeting. The comments from the Commission have been incorporated into the attached budget and financial planning policy, specifically in bulleted items 7, 8, and 9.

RECOMMENDATION:

Consider a motion to adopt Resolution Number 05-11-22-2 approving the budget and financial planning policy.

GRAND RAPIDS PUBLIC UTILITIES COMMISSION

RESOLUTION NO. 05-11-22-2

ADOPT BUDGET AND FINANCIAL PLANNING POLICY AND DELEGATE AUTHORITY

WHEREAS, the Grand Rapids Public Utilities Commission (GRPUC) philosophy is to adopt written financial policies which are central to a strategic, long-term approach to financial management;

WHEREAS, the budget and financial planning policy promotes stability and continuity,

WHEREAS, the budget and financial planning policy delegates authority but provides boundaries within which staff can innovate in order to accomplish the strategic plan;

WHEREAS, the budget and financial planning policy supports good bond ratings, promotes long-term thinking, and clarifies how GRPUC will manage its resources to provide the best value to customers and community;

WHEREAS, the GRPUC has reviewed and discussed the Budget and Financial Planning Policy at the April 26, 2022 work session;

NOW, THEREFORE BE IT RESOLVED THAT the Grand Rapids Public Utilities Commission has reviewed and adopts Budget and Financial Planning Policy.

Adopted this 11th day of May, 2022.

GRPUC President

Witness:

GRPUC



COMMISSION POLICY

Budget and Financial Planning

Item 8.

Category: Business Services	Subcategory: Finance	Policy Number: 3.3.001
---------------------------------------	--------------------------------	----------------------------------

1.0 INTRODUCTION

The Commission affirms the importance of financial planning and budgeting and sets forth its expectations for the General Manager (GM) in terms of the effective development, implementation, monitoring, updating, and reporting of a financial plan and budget connected to the Commission's approved strategic plan.

2.0 POLICY

The GM will propose for Commission approval a financial plan and budget that supports the Strategic Plan and provides credible projections of expenses and revenues (in major categories), reserve fund balances, and key financial ratios annually. The GM will propose a balanced budget where revenues exceed expenses is required. Prior year's revenues or cash reserves may be used to meet this requirement, provided that all utilities cash targets meet or exceed internal goals, bond or any legal requirements. The GM will monitor and report the financial plan and budget to the Commission.

The basis of budgeting is identical to the basis of accounting and financial reporting used in the audited financial statements for all enterprise funds. The principles set forth as the basis of accounting are strictly observed in the budgeting process. All budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). Each enterprise fund service activities will be self-supporting to the greatest extent possible by user charges/fees.

The GM shall implement financial planning and budgeting that:

1. Includes reliable projections of revenues, expenses, cash flow, reserve funds, utility fund balances, and key financial ratios based on credible assumptions.
2. Includes reliable projections of capital expenses and borrowing needs.
3. Includes revenue requirements with proposed planned rate adjustments based on each utility cost of service/rate study.
4. Recognizes the need for appropriate adjustments or contingencies to the financial plan and budget that may arise during implementation as a result of changed conditions and unexpected events.
5. Clearly communicates the financial plan and budget connection to the strategic plan.

6. Provides quarterly financial reports to the Commission which accurately and adequately describe all utilities financial condition.
7. Provides financial report presentations which discuss any material changes and any appropriate corrective actions. A material change is defined as any operations or capital dollar value which could impact the Strategic Plan.
8. Allows the GM to reallocate a budgeted dollar amount among line items within the approved total annual capital and operating budgets without prior approval by the Commission. The GM will present for ratification by the Commission any reallocation greater than 5% of annual revenue for each individual utility enterprise or \$500,000.
9. Allows the GM to reallocate a future capital budgeted dollar amount within the adopted five-year capital improvement plan provided the total five-year capital improvement dollar value does not change. The GM will present for ratification by the Commission any reallocation within the adopted five-year capital improvement plan.
10. Follows all Minnesota State Statutes related to legal compliance, financial, and bond covenants.

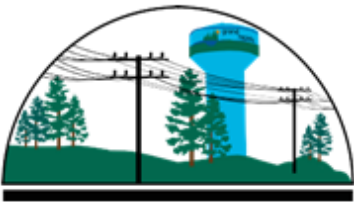
Tom Stanley
GRPUC President

Luke Francisco
GRPUC Secretary

POLICY HISTORY:

Adopted: May 11, 2022

Revised:



GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

500 SE Fourth Street • Grand Rapids, Minnesota 55744

BUSINESS SERVICES DEPARTMENT MONTHLY REPORT May 2022 Commission Meeting

Safety

There were no OSHA recordable accidents in the Business Services Department last month.

Effective Wholesale Electric Power Rate Last Month

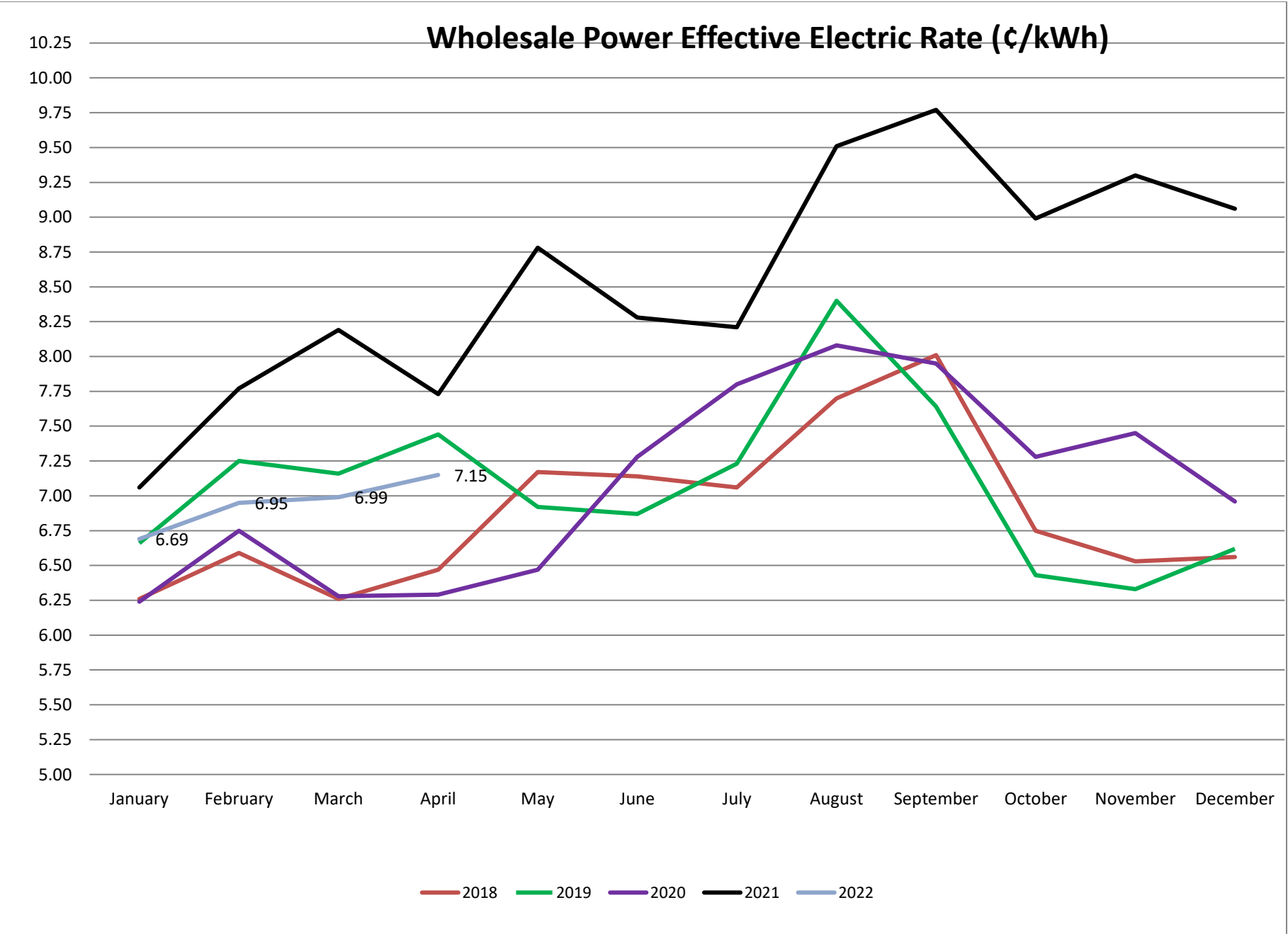
The attached graph shows the effective wholesale electric rate for last month and a chart on the aggregated NEMMPA peak versus non-NEMMPA peak.

Projects Performed Last Month

- Continue training new customer service and accounting personnel.
- Cybersecurity awareness training (Knowbe4).
- Continued to review and improve instructions for customer service tasks.
- Met with Managers and Directors on budget versus actual financial reporting.
- Drafted language for budget and financial planning policy.
- Weekly Q & A meetings with Cogsdale trainers for GP Dynamics and Cogsdale.
- Audit field work.
- Drafted a revised City Multi-Family Water Rate Schedule.
- Drafted Water Hydrant Use Agreement and revised fees with water utility team members.

Projects Scheduled for This Month

- Continue training new customer service team members.
- Partner with the City Finance Department regarding ERP software.
- Work the 2022 operations and capital budget plan.
- Finish Audit field work.
- Implement water hydrant use policy, agreement and revised fees with water utility team members.
- Develop the standard operating procedure for water hydrant use tasks.
- Review and revise customer application and process.
- Review and revise delinquent payment and collection processes.



GRAND RAPIDS PUBLIC UTILITIES
PEAK INFORMATION
2022

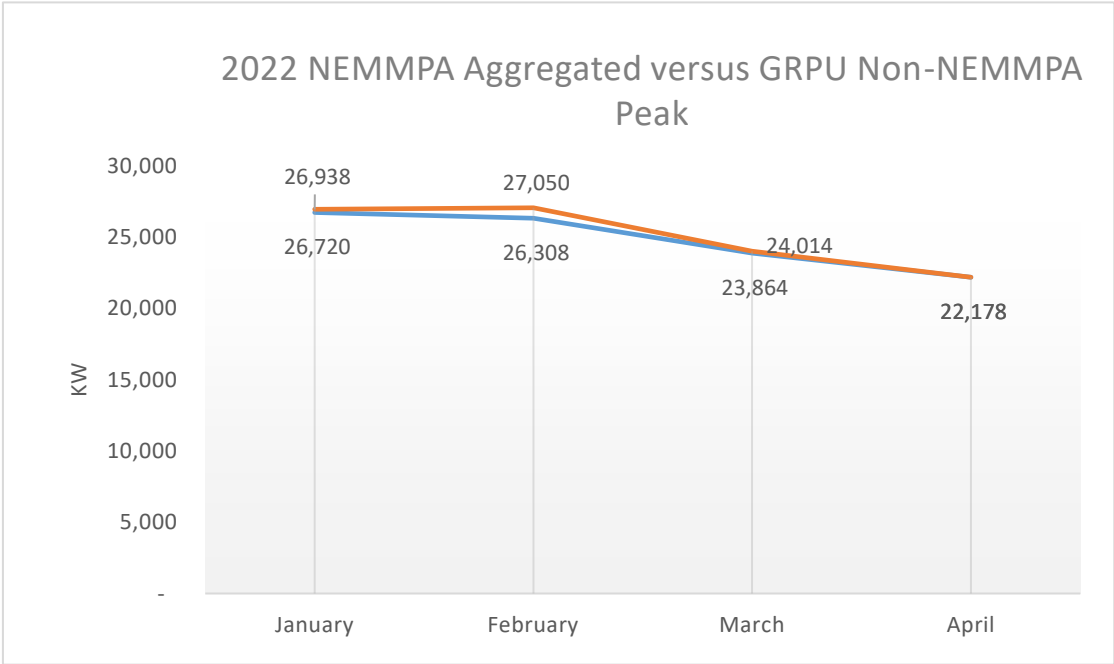
January February March April May June July August September October November December

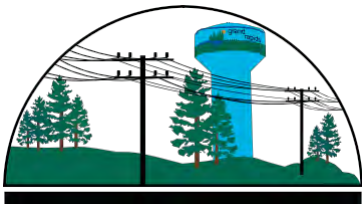
NEMMPA Aggregated
Peak

26,720 26,308 23,864 22,178

GRPU non-NEMMPA
Peak

26,938 27,050 24,014 22,178





GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

Item 10.

500 SE Fourth Street • Grand Rapids, Minnesota 55744

ELECTRIC DEPARTMENT MONTHLY REPORT May 2022 Commission Meeting

Safety

- There were no OSHA recordable accidents last month.

Demand Threshold and Power Usage for past month

- The attached graph shows the system load with demand threshold for the past month.

Reliability Last Month

- We had six outages during the month.

Projects Performed Last Month

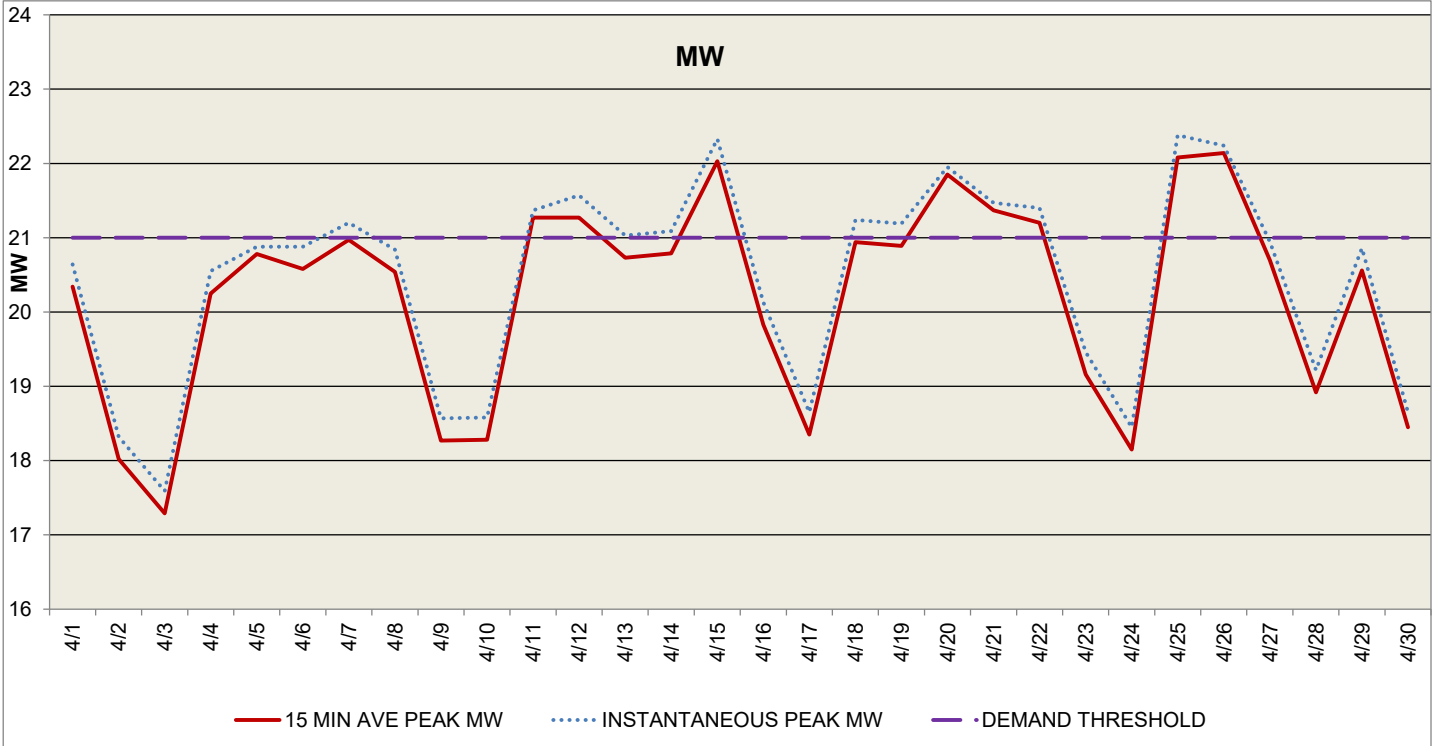
- Service center LED light conversion
- Solar plus battery commissioning
- Policy/procedure work

Projects Scheduled for This Month

- Repair bad underground cables from winter
- Solar plus Battery Storage project
 - System energized from GRPU grid 4/6
 - Testing and commissioning of solar and battery systems April-May
 - Preliminary anti-islanding test mid-April, final anti-islanding test May 5th
 - Battery capacity test – May 5th
 - System commissioning late April along with final anti-islanding test
- New services/construction 2022 – Best Western, Caribou coffee, Cenex station, County Courts and Jail project, LaPrairie campground, Maturi addition/old Kmart, MDI second service, New car wash, Wagner site development including lift stations, Woodland Bank

GRAND RAPIDS PUBLIC UTILITIES COMMISSION				
APRIL 2022 LOAD MANAGEMENT SYSTEM REPORT				
Apr-22	INST PK MW	15 MIN AVE PK MW	MW DEMAND THRESHOLD	CONTROLLED DAYS
Minimum	17.59	17.29	21.00	
Maximum	22.38	22.14	21.00	
Average	20.46	20.20	21.00	
Total				7

Savings due to active load management system for month of April 2022 estimated at \$2160



GRAND RAPIDS PUBLIC UTILITIES COMMISSION DAILY POWER USAGE

Apr-22	INST PK MW	15 MIN AVE PK MW	MW DEMAND THRESHOLD	CONTROLLED DAYS
4/1	20.64	20.34	21.00	-0.7
4/2	18.32	18.02	21.00	-3.0
4/3	17.59	17.29	21.00	-3.7
4/4	20.55	20.25	21.00	-0.8
4/5	20.88	20.78	21.00	-0.2
4/6	20.88	20.58	21.00	-0.4
4/7	21.20	20.97	21.00	0.0
4/8	20.84	20.54	21.00	-0.5
4/9	18.57	18.27	21.00	-2.7
4/10	18.58	18.28	21.00	-2.7
4/11	21.37	21.27	21.00	0.3
4/12	21.57	21.27	21.00	0.3
4/13	21.03	20.73	21.00	-0.3
4/14	21.09	20.79	21.00	-0.2
4/15	22.33	22.03	21.00	1.0
4/16	20.13	19.83	21.00	-1.2
4/17	18.65	18.35	21.00	-2.7
4/18	21.24	20.94	21.00	-0.1
4/19	21.19	20.89	21.00	-0.1
4/20	21.95	21.85	21.00	0.9
4/21	21.47	21.37	21.00	0.4
4/22	21.40	21.20	21.00	0.2
4/23	19.46	19.16	21.00	-1.8
4/24	18.45	18.15	21.00	-2.9
4/25	22.38	22.08	21.00	1.1
4/26	22.24	22.14	21.00	1.1
4/27	20.95	20.70	21.00	-0.3
4/28	19.22	18.92	21.00	-2.1
4/29	20.86	20.56	21.00	-0.4
4/30	18.65	18.45	21.00	-2.6
Minimum	17.59	17.29	21.00	
Maximum	22.38	22.14	21.00	
Average	20.46	20.20	21.00	
Total				7
		Peak Demand Day		Controlled Day

Monthly Report - Grand Rapids Public Utilities Commission

Grand Rapids Public Utilities Commission

Year 2022	Minimum duration 	Substation -----
Month 04 - April	Maximum duration 	Circuit -----
Annual Report? <input type="radio"/> Yes <input checked="" type="radio"/> No	Top-level Cause -----	Remove Major Events? -----

IEEE 1366 Statistics

Metric	Apr 2022	Apr 2021
SAIDI	16.99	0.54
SAIFI	0.0945	0.00826
CAIDI	179.798	65.354
ASAI	99.9593%	99.9987%
Momentary Interruptions	0	0
Sustained Interruptions	6	3

Circuit Ranking - Worst Performing

Ranked by Outage Count

Circuit	Substation	Number of Outages
Feeder 320	Main Substation	5
ES05	East Substation	1

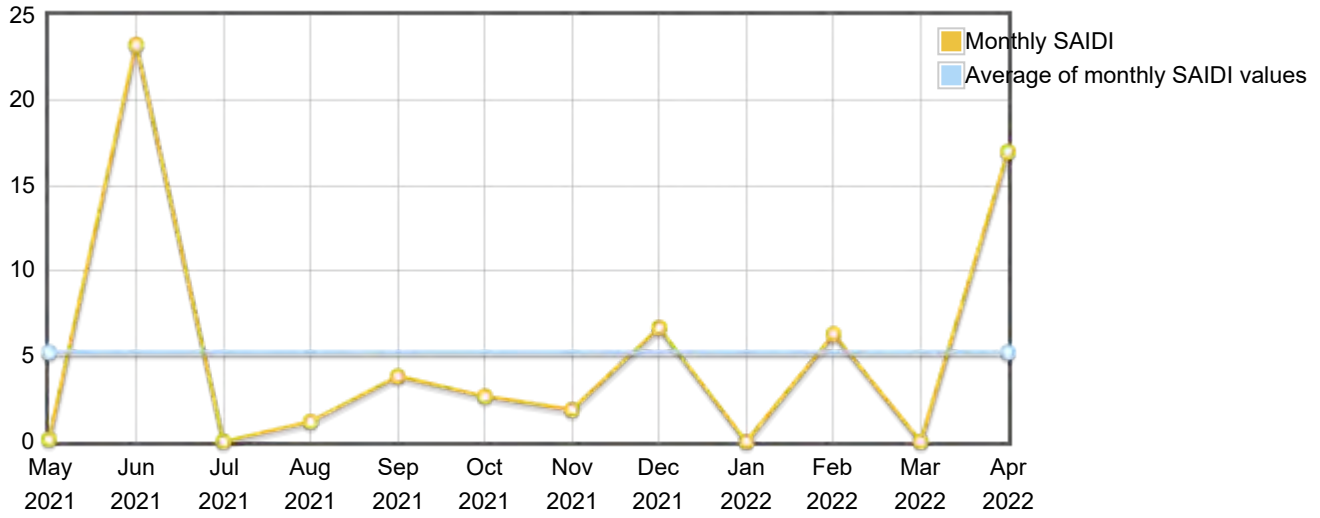
Ranked by Customer Interruptions

Circuit	Substation	Customer Interruptions
Feeder 320	Main Substation	700
ES05	East Substation	9

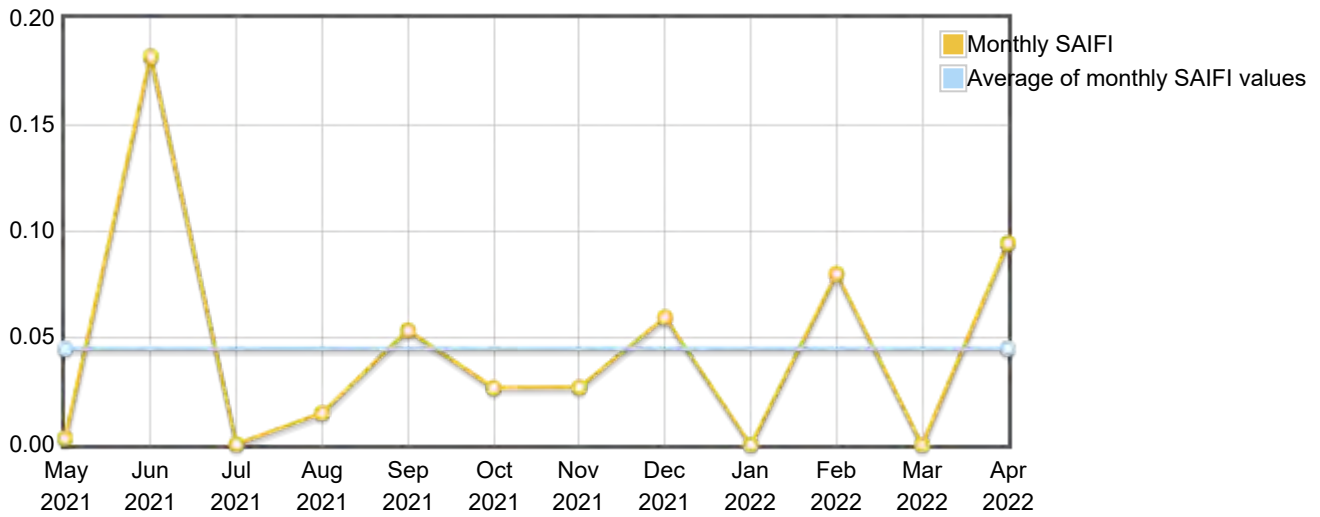
Ranked by Customer Minutes of Duration

Circuit	Substation	Customer Minutes of Duration
Feeder 320	Main Substation	124,777
ES05	East Substation	2,700

Historical Monthly SAIDI Chart



Historical Monthly SAIFI Chart



Causes Ranked by Count



Cause	Count
Tree	5
Squirrel	1

Causes Ranked by Duration



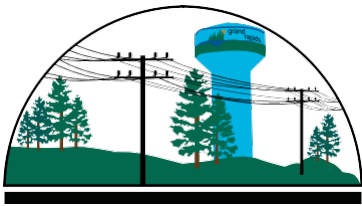
Cause	Duration
Tree	118,265
Squirrel	9,212

Top 6 Outages for the Month

Address	Customers Interrupted	Duration	Customer Minutes of Interruption	Cause	Start Date
APPLEBEES "A" PHASE SOUTH WO# 188454	243	223	54,189	Tree, heavy snow	04/06/2022
DONOVAN SWITCH NORTH WO# 188454	265	119	31,535	Tree, heavy snow	04/06/2022
MISHAWAKA RD WO# 188454	77	324	24,948	Tree, heavy snow	04/06/2022
FRASER DR SW WO# 188503	94	98	9,212	Squirrel	04/09/2022
WOODLAND DR WO# 188454	21	233	4,893	Tree, heavy snow	04/06/2022
VOGES AVE WO# 188454	9	300	2,700	Tree, heavy snow	04/06/2022

Total Customers Affected for the Month:	709
Average Customers Affected per Outage:	118.166667





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WATER & WASTEWATER DEPARTMENT MONTHLY REPORT May 2022 Commission Meeting

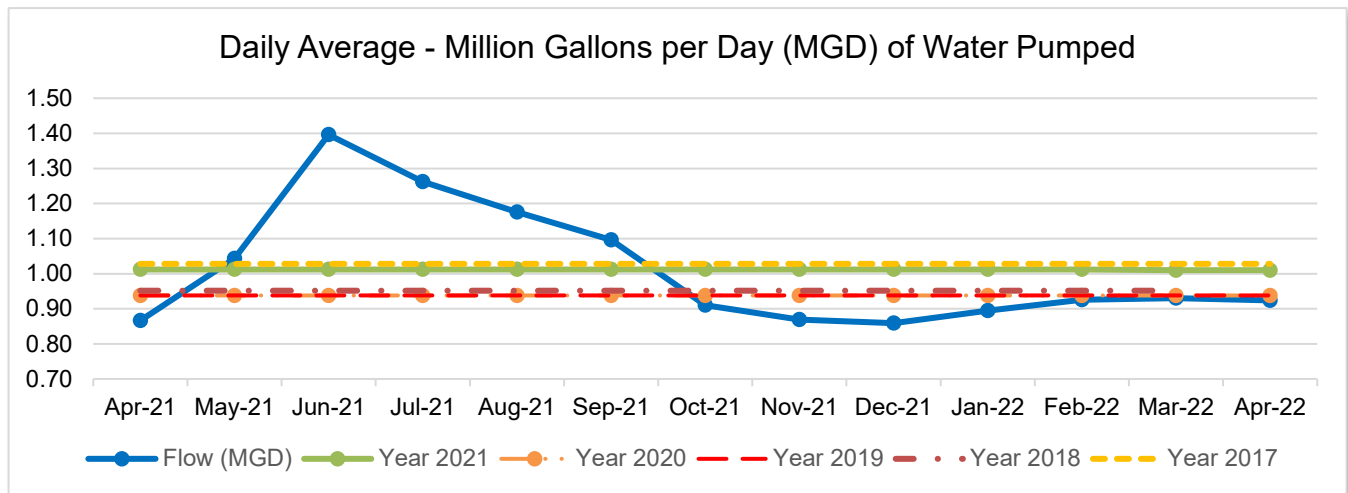
Safety

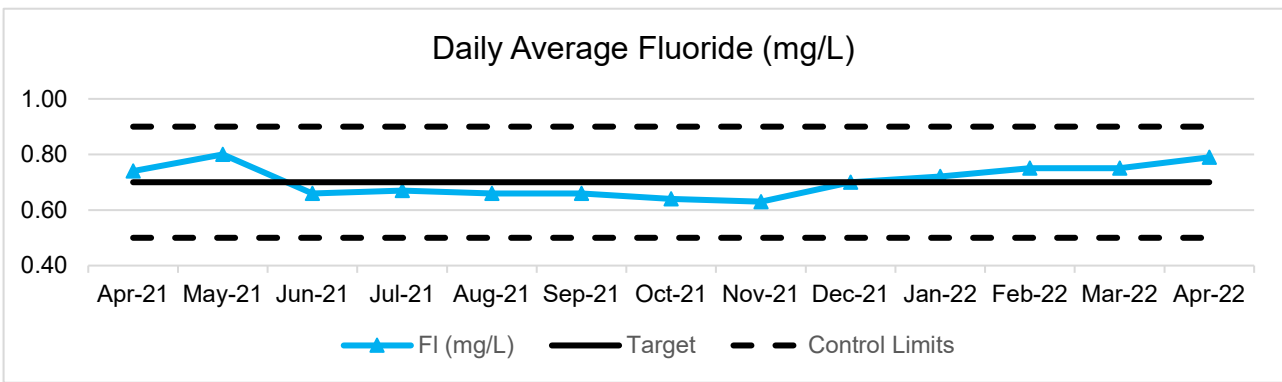
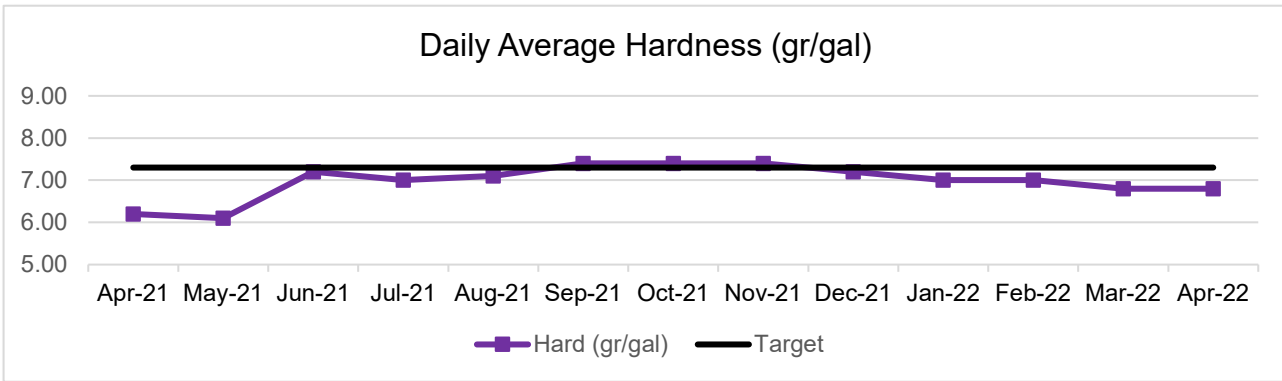
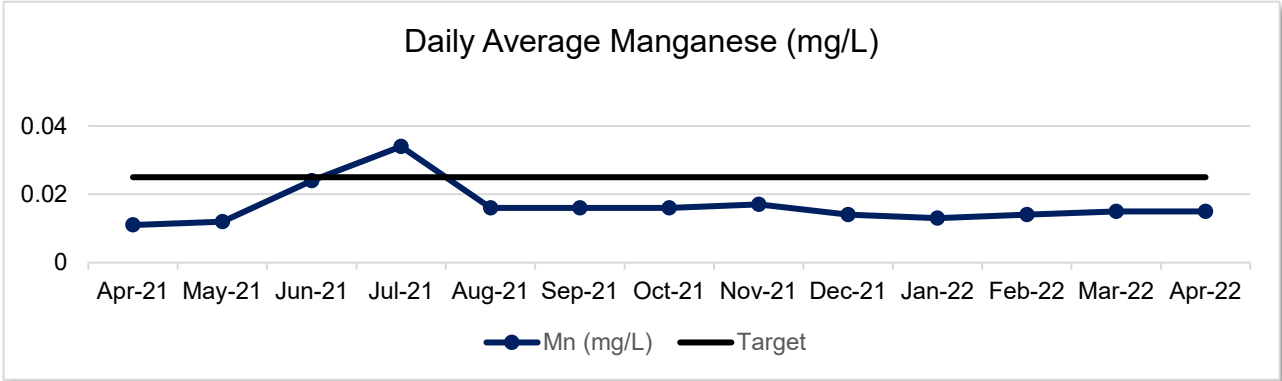
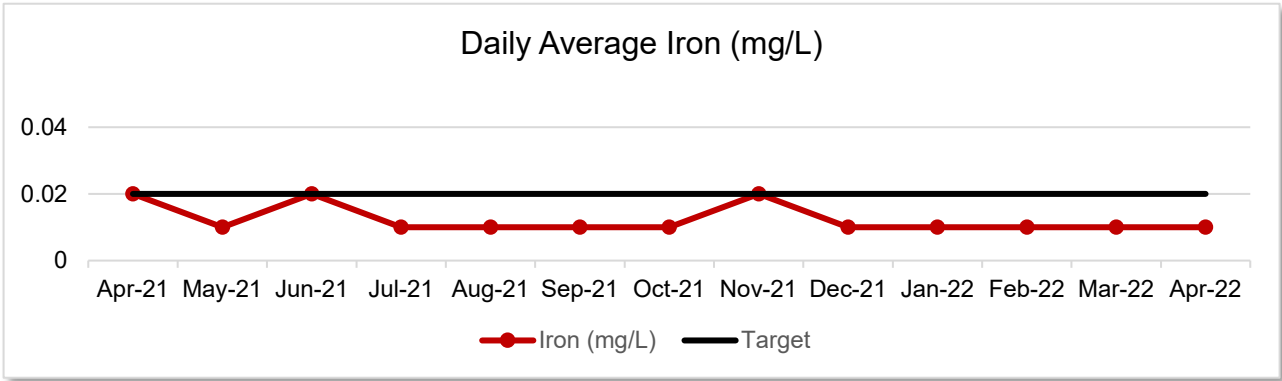
There were no OSHA recordable accidents last month.

WTP Operations

The water plant pumped an average of 0.92 million gallons of water per day (MGD) with a peak of 1.07 million gallons during last month.

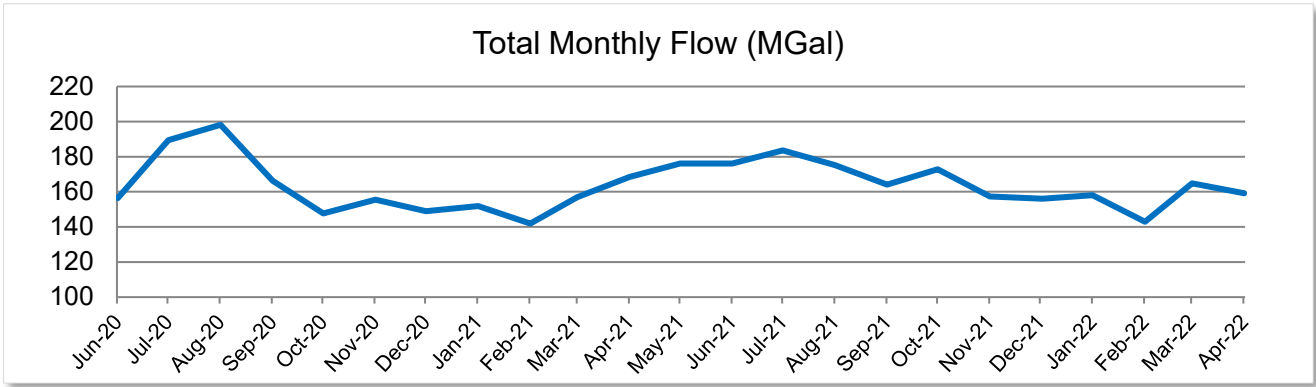
181 customers on the water run list yet.



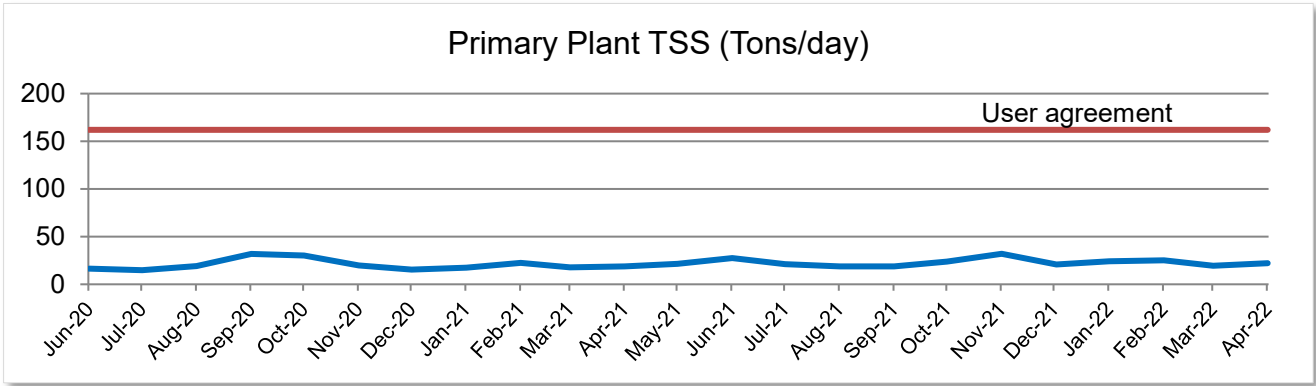


WWTP Operations

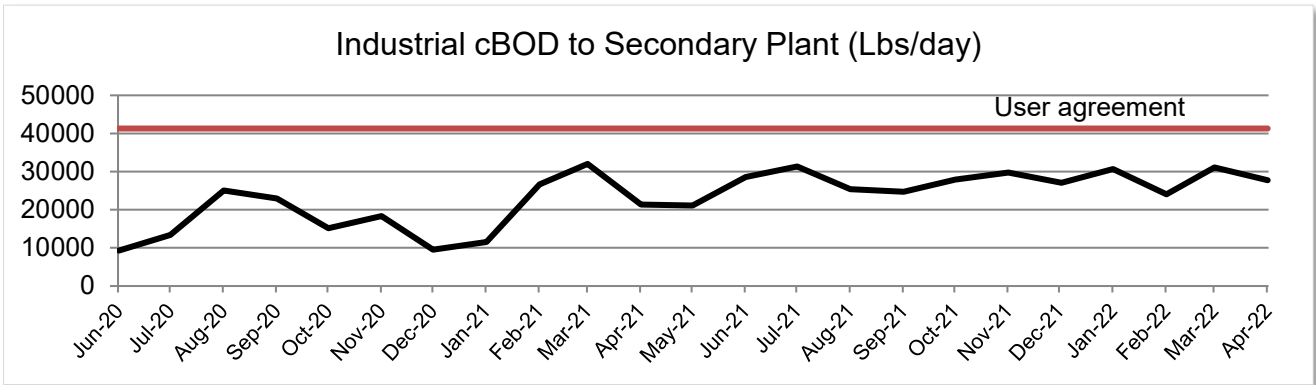
The Wastewater Treatment Plant (WWTP) met all National Pollutant Discharge Elimination System (NPDES) permit requirements last month. We treated 159 million gallons of water removing 99.4% of the Total Suspended Solids (TSS) and 97.5% Biochemical Oxygen Demand (cBOD).

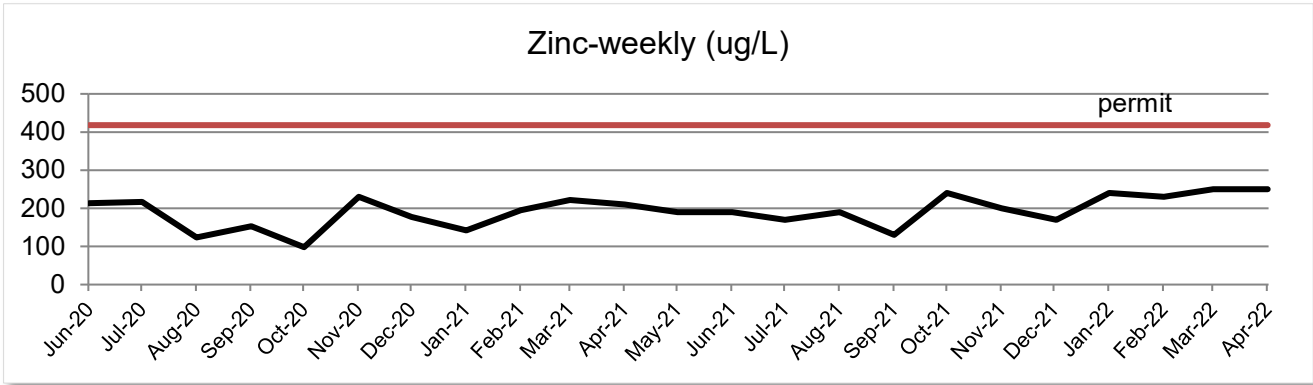


	Design Limits (monthly AVG)	Actual Results
Primary Plant		
Flow (MGD)	13.25	3.7
TSS (Tons/day)	162	22.1
TSS Peak (Tons/Day)	284	71.4

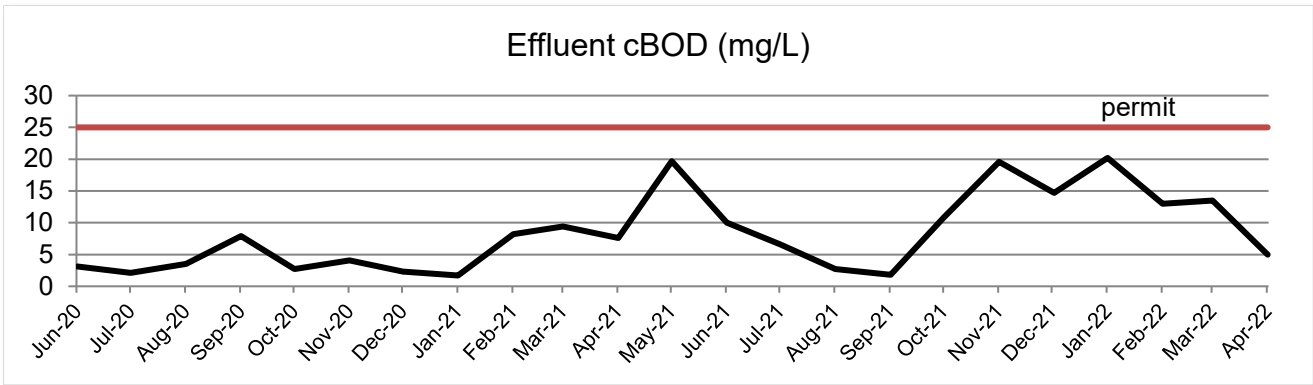
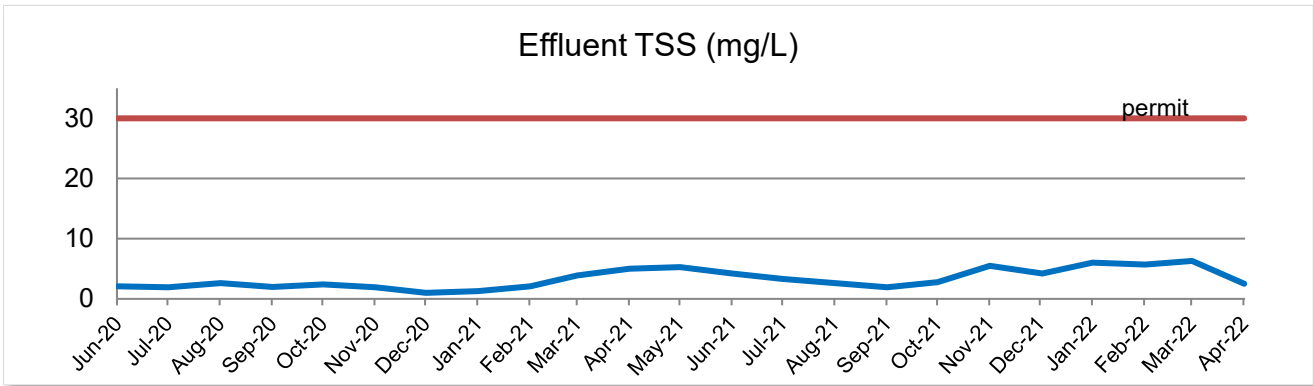


	Design Limits (monthly AVG)	Actual Results
Secondary Plant		
Flow (MGD)	15.25	5.3
cBOD (lbs/Day)	41,300	30,344
Peak cBOD (lbs/Day)	57,350	50,376
Zinc-weekly (ug/L)	418	250
% GRPUC		29.4%



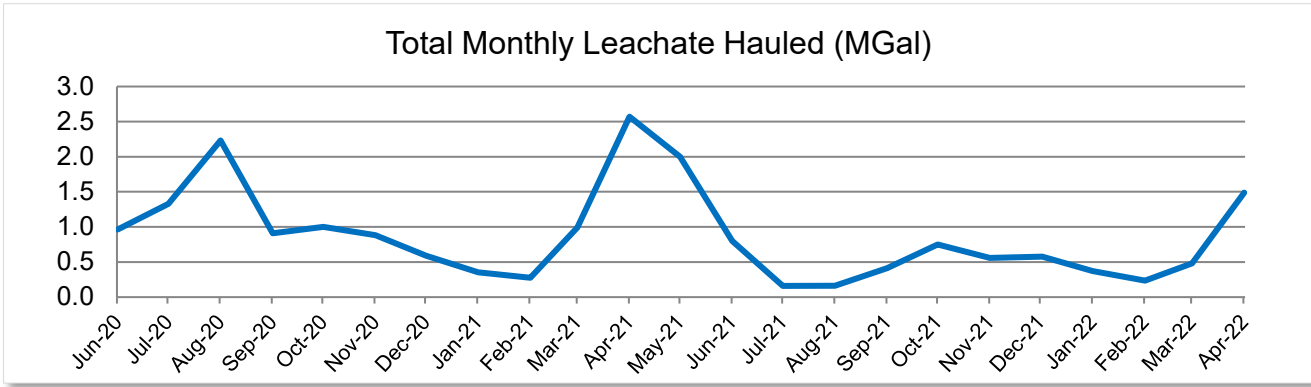


	Permit Limits (monthly AVG)	Actual Results
<u>Effluent</u>		
TSS (mg/L) – monthly average	30	2.5
cBOD (mg/L) – monthly average	25	5.0
Dissolved Oxygen (mg/L)	>1.0	7.0



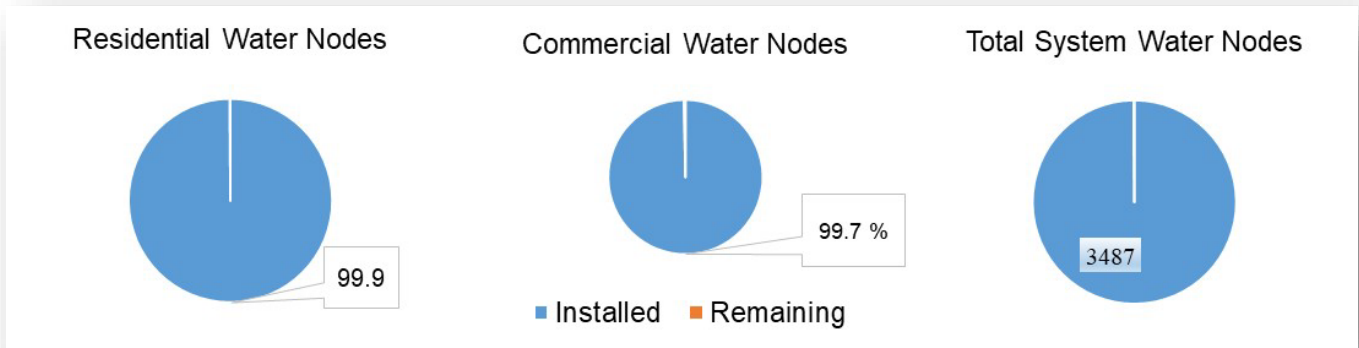
Sludge Landfill Operations

- 1.49 million gallons of leachate were hauled last month
- 3,048 cubic yards of sludge solids were hauled to the landfill



AMI Water Install Last Month

We installed 0 water nodes and/or meters in residential routes. We currently have 3487 (99%) active water nodes installed in the system. We are still awaiting delivery on nodes ordered in December 2020.

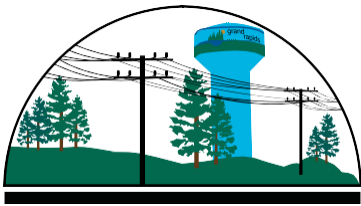


Projects Performed Last Month

- Completed and passed all performance testing for annual WW lab certification for MPCA.
- Cleaned out south salt tank at WTP.
- Rebuilt WAS Transfer Pump 2

Projects Scheduled for This Month

- Jetting and televising the collection system.
- Landfill surface water pump installed.
- Installation of sump pump in WAS Transfer building.



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SAFETY REPORT May 2022 Commission Meeting

Safety Topic Last Month

Excavation and Trenching training will be conducted for all field staff by Jason Gorr of MMUA on April 20.

Safety Topic This Month

Bucket truck and pole top rescue training will be conducted on May 18 or 19 with Dave Lundberg of MMUA. Julie to attend HSEM Senior Officials Training with Itasca County Sheriff's Office staff on May 25.

Accidents Reported last Month by Department

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

Cumulative Accidents for 2022

Recordable Accidents	0
Lost Time Days 2022	0
Restricted Days 2022	0
First Aid Only (not recordable)	0
Total FROI	0

Recordable Accident 5-year History

	2018	2019	2020	2021	2022
ADMIN	0	0	0	0	0
BUS SVCS	1	4	0	0	0
ELEC	1	1	0	0	0
W-WW	3	5	3	1	0
TOTAL	5	10	3	1	0