



GRAND RAPIDS PUBLIC UTILITIES COMMISSION REGULAR WORK SESSION MEETING AGENDA

Wednesday, June 12, 2024

8:00 AM

CALL TO ORDER: Pursuant to due notice and call thereof, a Work Session Meeting of the Grand Rapids Public Utilities Commission will be held on Wednesday, June 12, 2024 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

CALL OF ROLL:

BUSINESS:

- [1.](#) Consider a motion to approve \$1,450,138.66 verified claims for May 2024.
- [2.](#) Review draft Electric Infrastructure Transfer policy.
- [3.](#) Review draft 24 Hour Residential Emergency Locate Liability Waiver
- [4.](#) Labor Negotiations Update
- [5.](#) Legionella and Drinking Water Update.

ADJOURNMENT:

The next Regular Meeting of the Commission is scheduled for Wednesday, June 26, 2024 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Special meeting/Work Session is scheduled for Wednesday, July 10, 2024 at 8:00 AM 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: June 12, 2024

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

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

See attached check registers:

Computer check register \$1,450,138.66

Total \$1,450,138.66

RECOMMENDATION:

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

Grand Rapids Public Utilities
 Accounts Payable
 May 2024
 (Meeting Date: 6/12/2024)

Item 1.

NAME	AMOUNT	NAME	AMOUNT
Advantage Systems Group	712.50	McMaster	13,656.56
Altec Industries	3,154.59	Metro Sales	2,269.62
Barnum Companies	34,470.00	MN Power	896,518.75
Burggraf's	128.96	Nalco	462.51
Carquest	265.99	Pitney Bowes	2,330.79
City of Grand Rapids	4,910.67	Polydyne	70,406.86
CliftonLarsonAllen	808.50	Procise Solutions	5,293.75
Cole Hardware	303.96	Quality Flow	1,122.60
Compass Minerals	14,057.63	Railroad Management	846.23
Core & Main	8,953.24	Rapids Radio	4,525.50
Corona Environmental Consulting	205,336.53	RMB	596.80
Fastenal	2,867.31	Rob's Bobcat	19,610.00
Frontier Energy	7,714.18	Sandstroms	736.25
GFOA	420.00	Schwing Bioset	3,138.11
Grainger	11,773.13	St Louis MRO	20.00
Hach	58,820.23	Stuart Irby	830.00
Hawkins	6,933.57	TNT Construction	24,103.25
Herc-U-Lift	1,152.00	UPS	212.54
Idexx	3,444.79	Vessco	27,832.00
Innovative	2,112.70	Vestis	294.72
Johnson Controls	1,438.80	Viking Electric	1,962.38
L&M	54.99		
Locators & Supplies	545.60	Energy Efficiency Rebate:	
Luminultra	1,749.57	Anderson, Debra	100.00
		Jensen, Mick & Teresa	140.00
		McNellis, David	1,000.00
			1,450,138.66



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June,12, 2024

AGENDA ITEM: Review draft Electric Infrastructure Transfer policy

PREPARED BY: Chad Troumbly, Electric Department Manager

BACKGROUND:

GRPU managers continue to work on drafting policies for Commission review. This month, the staff is looking to create a policy addressing the unique infrastructure ownership boundaries for commercially owned residential developments or Manufactured Home Parks. GRPU Electric Department strives to develop policies to best serve our customers. Staff would like to discuss this policy and the process of transferring infrastructure of these assets.

The package includes the draft policy and service point/process flow document. This process will be used to evaluate whether this transfer meets the GRPU strategic plan.

Upon feedback from the Commission on the draft policy, a revised policy will be prepared for approval at the June 26th, GRPU Commission meeting.

RECOMMENDATION:

Review and comment on draft Electric Infrastructure Transfer policy.



COMMISSION POLICY

Electric Infrastructure Transfer

Category: Electric	Subcategory:	Policy Number: 4.
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Section 1 - Introduction

This policy was developed to be used as a guide by Grand Rapids Public Utilities (GRPU) personnel and to provide GRPU customers the greatest practicable latitude in the use of utilities services consistent with reliable, economical, and safe service to all customers. The result of using this policy should be consistent, logical, and fair treatment of GRPU customers regarding electricity delivery and infrastructure integrity.

The legal ramifications of these policies are addressed in various parts of the Municipal Code.

This policy was developed for commercial properties, specifically mobile home parks and similar developments but may be used as a guide for other transfers that benefit GRPU customers.

The goal of this policy is to increase safety and reliability of the electrical system.

Section 2 – Policy

Customers or property owners that wish to transfer electrical infrastructure to GRPU are required to have said infrastructure up to GRPU design standards. This is to ensure GRPU customers are not negatively affected by the transfer, with either safety, reliability, or additional costs to maintain the system.

An official request for transfer must be submitted to GRPU for review (via Phone or email). Utility easements and required documentation must be completed. Costs associated with such documentation or transfer will be the responsibility of the customer or property owner. Certain infrastructure will remain the property of the customer. The service point will be called out in the agreement but is typically at the line side of the meter.

Examples of standard (to be used as a guide):

Item 2.



Figure 1: Ped with Meter base.



Figure 2: Junction Box with Meter Base

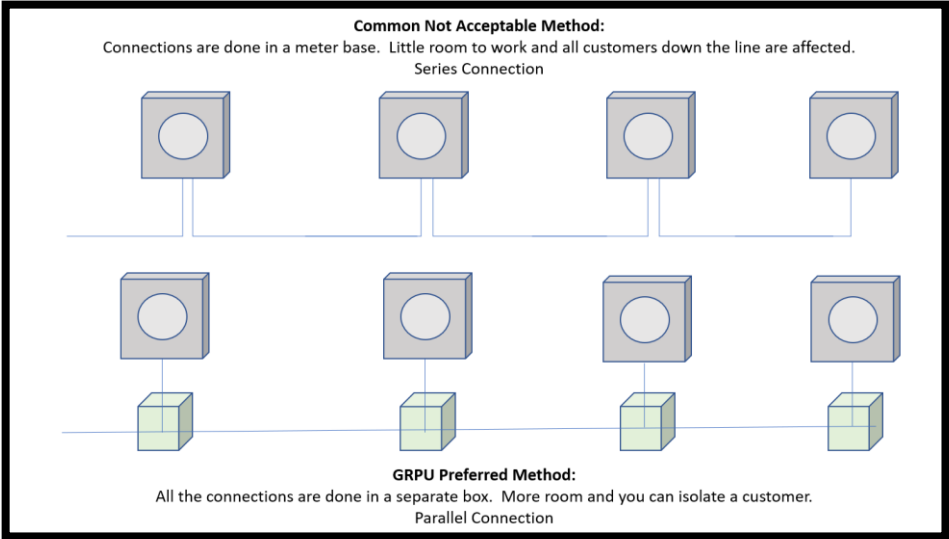


Figure 3: Example Meter Connection Methods

Tom Stanley
GRPU President

Commissioner

POLICY HISTORY:

Adopted:

Revised:

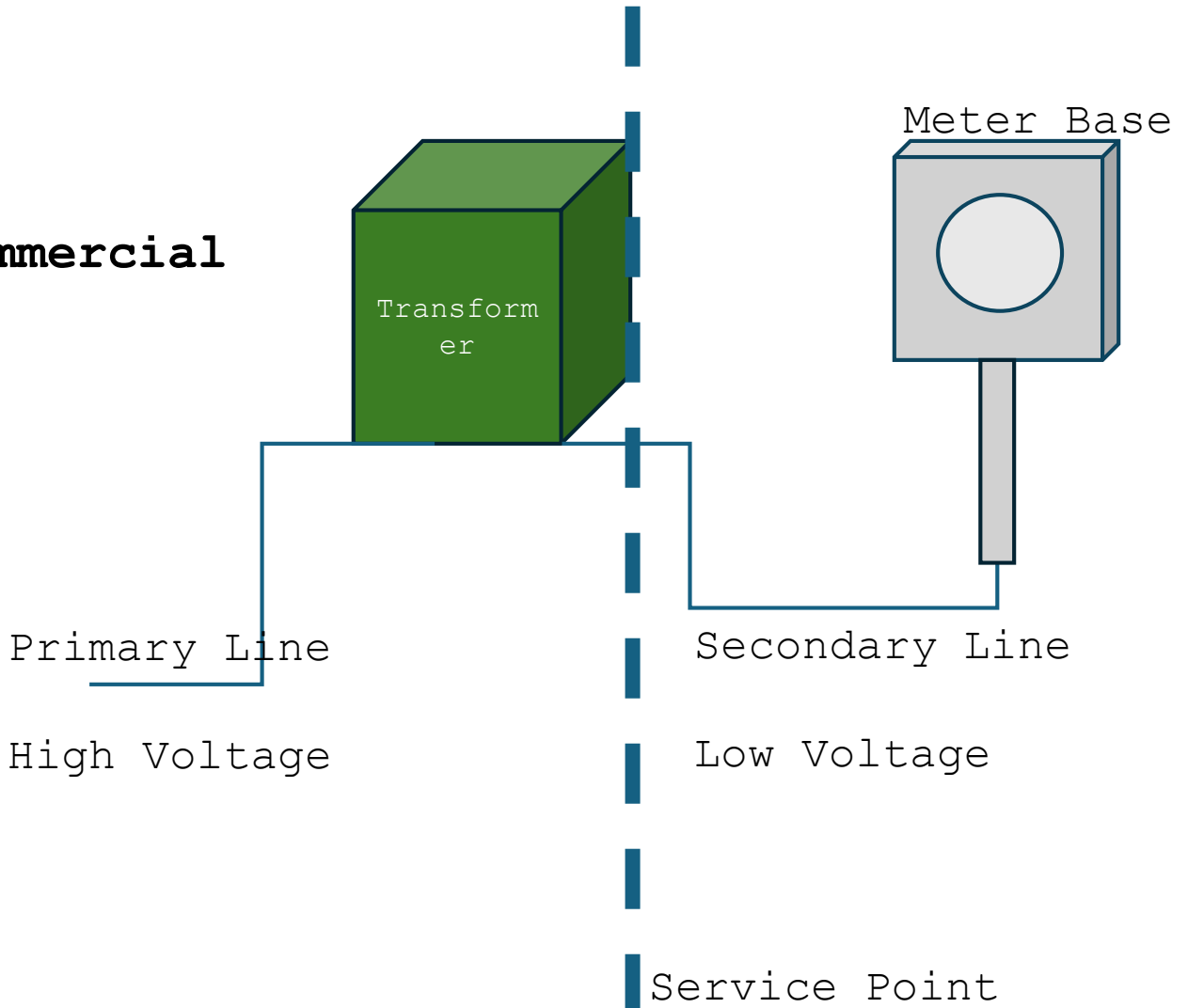
DRAFT

Service Point Background Information

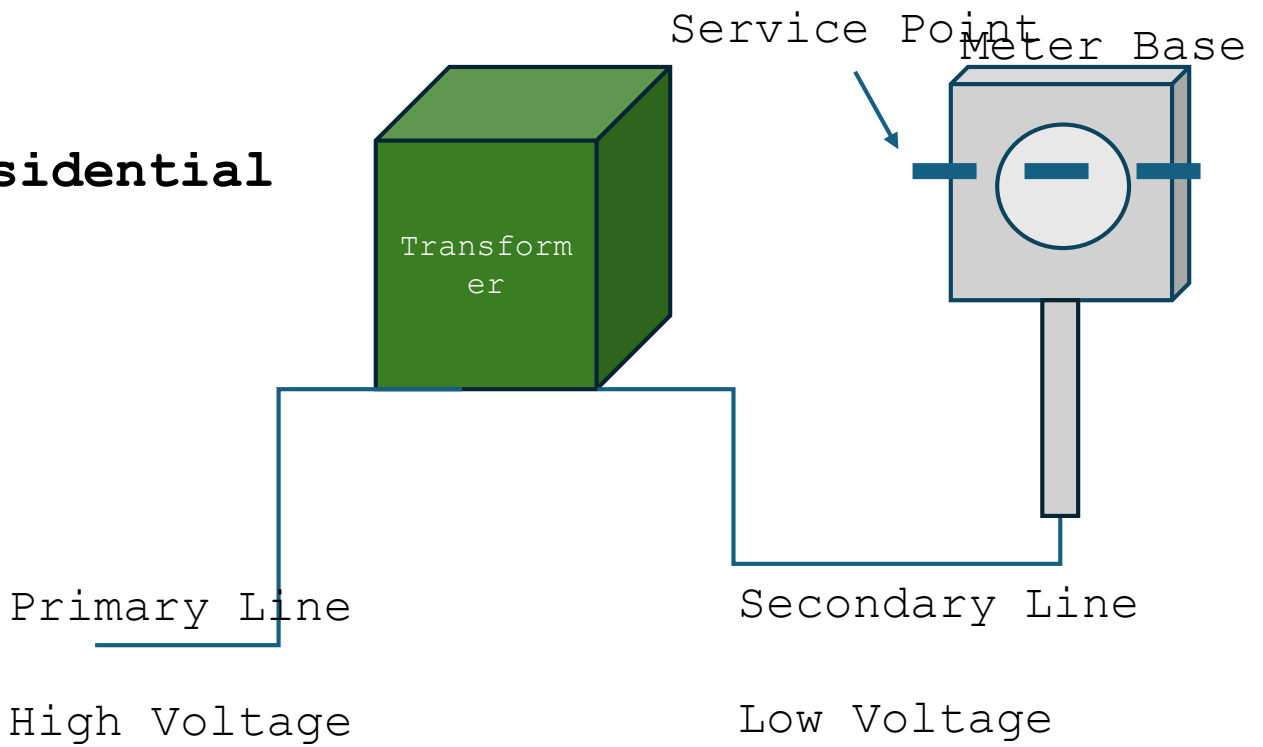
Item 2.

(Underground Example)

Commercial

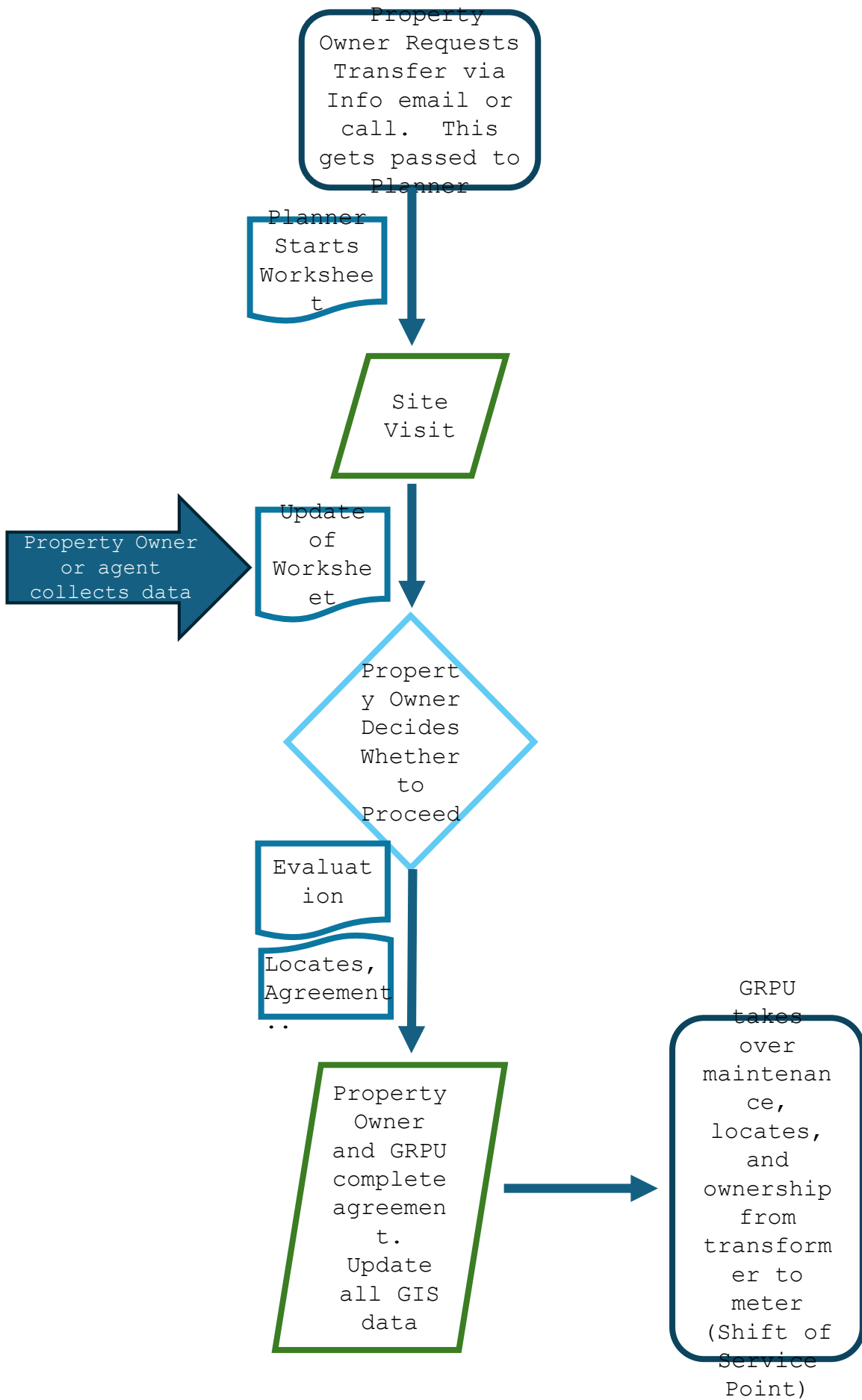


Residential



Process Flow

Item 2.





GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 12, 2024

AGENDA ITEM: Review draft 24 Hour Residential Emergency Locate Liability Waiver

PREPARED BY: Mike LeClaire, Information Systems Department Manager

BACKGROUND:

In an attempt to accommodate and better assist our customers in locating requests GRPU managers are proposing a waiver of liability to residential customers for emergency locates.

Frequently residential customers are unaware there is a need to contact Gopher One before they work on home projects. Often our locators show up on premise to locate GRPU utilities and customers question why their private utilities are not being located by our staff. Our staff informs them of our policy to locate up to the Electric Meter, Water Shut-off service valve, or Sanitary Main; and they would need to contact another company to locate their private utilities. This has caused some customers a hardship of delay in their home project schedule having to contact and schedule someone additional to locate their utilities.

Staff would like to discuss consideration of a new policy would allow GPRU Locators to locate customer's private utilities if a home project is scheduled to start within 24 hours of the submitted Gopher One ticket if asked and after review and signing a waiver of liability. This service would only apply to Electric or Water Customer accounts. If the customer's scheduled project is beyond the 24-hour time frame we would supply them with a list of contractors and/or companies they could contact to provide this service.

Similar to residential has staff discussed creating an internal process for commercial customers from the transformer to the meter. This would require a non-fee waiver that would remain in effect for the duration of ownership of the property. This waiver would not include private commercial utilities beyond the meter or water shut-off valve.

The package includes the draft waiver of liability.

Upon feedback from the Commission on the draft policy, a revised policy will be reviewed by legal and prepared for approval at the June 26th, GRPU Commission meeting.

RECOMMENDATION:

Review and discuss 24 Hour Residential Emergency Locate Release and Liability Waiver to determine if it aligns with GRPU Uninterrupted, High-Quality Utility Services strategic pillar.

24 Hour Residential Emergency Locate

Release and Waiver Liability

Ticket #: _____ Date: _____ Start Date of Customer Project: _____

Account Owner: _____ Phone: _____

Physical Address: _____

UTILITIES TO BE LOCATED:

___ Residential Customer-owned electric lines beyond the meter

___ Residential Customer water line beyond the water shut-off to the meter

COST/CONDITIONS:

- Emergency Residential Locate is less than 24 hours of the start date of the customer project
- GRPU will locate up to one half hour for a customer charge of \$TBD with a Gopher State One Call ticket. Customer must make direct arrangements with GRPU before scheduled installation date.
- Locating Charges will be \$TBD after one half hour of locating
- No plastic pipe will be located without tracer wire
- No well water lines will be located – GRPU water customer service lines only
- Customer will make arrangements with GRPU to provide entry to the home, if needed.
- Payment will be added to customer account monthly statement.

Initial Fee: \$ _____ Additional Fee: \$ _____ Total: \$ _____

If the residential customer is not the property owner, it is the sole responsibility of the customer to notify the property owner of the requested locating service and adheres to the following waiver of responsibility.

The undersigned customer(s) understand and agree that Grand Rapids Public Utilities referred to hereafter as GRPU; will locate my residential private utilities in good faith and to the best of their ability for the duration of said ticket number issued by Gopher State One Call. However, if any utility is mislocated, the undersigned agrees that he/she/they will protect, defend, indemnify and keep GRPU and its members, employees, agents, and servants, forever harmless and indemnified against and from any penalty or damage or charges imposed for any violation of any laws or ordinances, arising from burying cable and/or location of infrastructure on or under the undersigned’s premises and the undersigned will, at all times, protect, defend indemnify and save GRPU and keep it harmless against and from any and all loss, cost, damage or expense arising out of or from any loss of life, injury, property damage or other occurrence causing injury to any person or property whosoever or whatsoever as a result thereof.

The undersigned forever releases GRPUC and its members, employees, agents, and servants from any and all actions, claims, or demands that I/we, my/our assignees, heirs, guardians, next of kin, spouse and/or legal representative now have, or may have in the future, for injury, death, or property damage, related to the burying of cable and/or location of infrastructure on or under the undersigned’s premises.

I/WE HAVE CAREFULLY READ THIS RELEASE AND WAIVER OF LIABILITY AND FULLY UNDERSTAND ITS CONTENTS. I/WE AM/ARE AWARE THAT THIS IS A TOTAL RELEASE OF LIABILITY FOR THE BENEFIT OF GRPU AND HERBY SIGN THIS DOCUMENT OF MY/OUR FREE WILL.

Executed on this ___ day of _____, 20__.

Customer Printed Name: _____

Customer Signature: _____

GRPU

Locator Signature: _____



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 12, 2024
AGENDA ITEM: Labor Negotiations Update
PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

Update on the 2024-2026 labor negotiations.

RECOMMENDATION:

Discussion only – no action required.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: June 12, 2024

AGENDA ITEM: Legionella and Drinking Water Update

PREPARED BY: Steve Mattson, Water & Wastewater Manager

BACKGROUND:

Update on the latest Legionella mitigation efforts.

RECOMMENDATION:

Discussion only - no action required.