



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION

## MEETING AGENDA

Tuesday, October 12, 2021

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 Tuesday, October 12, 2021 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 September 15, 2021 regular meeting.

**VERIFIED CLAIMS:**

2. Consider a motion to approve the verified claims for September 2021 in the amount \$1,893,594.04 (Computer Check Register \$1,458,874.63 and Manual Check Register \$434,719.41).

**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 City Treasurer's Report and the Investment Activity Report for September 2021.
4. Consider a motion to authorize the sale and/or disposal of surplus property.
5. Consider a motion to approve final payment for the Solar plus Storage Grading project in the amount of \$8,996.33.
6. Consider a motion to approve the Letter of Agreement with the AFSCME Local 3456 Bargaining Unit regarding Article 17 Section 4 of the Collective Bargaining Agreement retroactive to September 19, 2021.
7. Consider a motion to confirm filling the Customer Service Representative positions with the preferred candidates, Jodi Esler and Cindy Trbojevich.
8. Consider a motion to confirm filling the Lead Customer Service Representative position with the preferred candidate, Paula Hennemann.

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:

- [9.](#) Review Administration Department Report.

BUSINESS SERVICES DEPARTMENT:

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

ELECTRIC DEPARTMENT:

- [11.](#) Review Electric Department Report.

WATER AND WASTEWATER DEPARTMENT:

- [12.](#) Review Water-Wastewater Department Report
- [13.](#) Consider a motion to adopt Resolution No, 10-12-21-10 Supporting And Authorizing Submission Of An Application To Minnesota Management And Budget Requesting Funds From The 2022 State Appropriation Funded From State General Bonds For Design And Construction Of The Grand Rapids Public Utilities Water Treatment Plant Renovation Project In Grand Rapids, Minnesota.

SAFETY:

- [14.](#) Review Safety Report.

ADJOURNMENT:

The next Special Meeting/Work Session is scheduled for Tuesday, October 26, 2021 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, November 17, 2021 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 ext. 1 and we will provide you with a copy of the policy.



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

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**AGENDA DATE:** October 12, 2021

**AGENDA ITEM:** Consider a motion to approve the minutes of the September 15, 2021 regular meeting.

**PREPARED BY:** Christine Flannigan

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**BACKGROUND:**

See attached minutes of the September 15, 2021 regular meeting.

**RECOMMENDATION:**

Consider a motion to approve the minutes of the September 15, 2021 regular meeting.



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION

## MEETING MINUTES

Wednesday, September 15, 2021

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, September 15, 2021 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

**CALL OF ROLL:**

**PRESENT:** President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Rick Smith.

**ABSENT:** Commissioner Luke Francisco, with notice.

**Others Present:** General Manager Julie Kennedy, Business Services Manager Jean Lane, Electric Department Manager Jeremy Goodell, Water/Wastewater Department Manager Steve Mattson, Administrative/HR Assistant Chris Flannigan, Administrative Assistant/HR Carrie Kruger, and Pete Garsow of ICTV.

**PUBLIC FORUM:** None present.

**APPROVAL OF MINUTES:**

1. Consider a motion to approve the minutes of the August 11, 2021 regular meeting and the August 24, 2021 special meeting.

Motion made by Secretary Kooda, Seconded by Commissioner Blake.

Voting Yea: President Stanley, Secretary Kooda, Commissioner Blake, Commissioner Smith.

**VERIFIED CLAIMS:**

2. Consider a motion to approve the verified claims for August 2021 in the amount \$2,250,172.16. (Computer Check Register \$1,683,270.18 and Manual Check Register \$566,901.98).

Motion made by Commissioner Smith, Seconded by Commissioner Blake.

Voting Yea: President Stanley, Secretary Kooda, Commissioner Blake, Commissioner Smith

**COMMISSION REPORTS:** No items.

**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 City Treasurer's Report and the Investment Activity Report for August 2021. Approved by consent agenda vote.
4. Consider a motion to approve the write off of September uncollectible accounts in the amount of \$11,277.72. Approved by consent agenda vote.
5. Consider a motion to confirm filling the Accounting Technician-Payroll/Benefits position with the preferred applicant, Ms. Jean Key. Approved by consent agenda vote.
6. Consider a motion to confirm filling the Purchasing Clerk position with the preferred applicant, Mr. Gary Stoltz. Approved by consent agenda vote.
7. Consider a motion to declare a vacancy exists for a Customer Service Representative position, and authorize the internal posting and external advertising, if needed. Approved by consent agenda vote.
8. Consider a motion to ratify the procurement contract with Ferguson for a Rigid Pipe Threader for \$4,303.64. Approved by consent agenda vote.
9. Consider a motion to ratify the procurement contract with Trident Process for two Lightning High Speed Mixers via the exchange program for \$60,264.00. Approved by consent agenda vote.
10. Consider a motion to ratify the procurement contract with Quality Flow Systems for a 5 Hp KSB pump for \$6,880.00. Approved by consent agenda vote.
11. Consider a motion to ratify the professional services contract with Brown and Caldwell for \$20,000.00 (not to exceed). Approved by consent agenda vote.

Motion made by Commissioner Blake, Seconded by Commissioner Smith, to approve the Consent Agenda, as presented.

Voting Yea: President Stanley, Secretary Kooda, Commissioner Blake, Commissioner Smith.

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

Motion made by Commissioner Blake, Seconded by Secretary Kooda, to approve the Regular Agenda, as presented.

Voting Yea: President Stanley, Secretary Kooda, Commissioner Blake, Commissioner Smith.

#### ADMINISTRATION DEPARTMENT:

12. General Manager Kennedy reviewed the September Administration Department Report with the Commission.

#### BUSINESS SERVICES DEPARTMENT:

13. Business Service Manager Lane reviewed the September Business Services Department Report with the Commission.

14. Consider a motion to adopt resolution 09-15-21-9 authorizing the Grand Rapids Public Utilities membership in the 4M Fund.

Motion made by Secretary Kooda, Seconded by Commissioner Smith.

Voting Yea: President Stanley, Secretary Kooda, Commissioner Blake, Commissioner Smith.

ELECTRIC DEPARTMENT:

15. Electric Department Manager Goodell reviewed the September Electric Department Report with the Commission.

WATER AND WASTEWATER DEPARTMENT:

16. Water/Wastewater Department Manager Mattson reviewed the September Water and Wastewater Department Report with the Commission.

SAFETY:

17. General Manager Kennedy reviewed the September Safety Report with the Commission.

ADJOURNMENT:

By call of the chair, the regular meeting was declared adjourned at 4:48 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.



## GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

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**AGENDA DATE:** October 12, 2021

**AGENDA ITEM:** Consider a motion to approve the verified claims for September 2021 in the amount \$1,893,594.04 (Computer Check Register \$1,458,874.63 and Manual Check Register \$434,719.41).

**PREPARED BY:** Jean Lane, Business Services Manager

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### **BACKGROUND:**

See attached check registers:

Computer check register \$1,458,874.63  
Manual check register \$434,719.41  
Total \$1,893,594.04

### **RECOMMENDATION:**

Consider a motion to approve the verified claims for September 2021 in the amount of \$1,893,594.04

Computer check register \$1,458,874.63  
Manual check register \$434,719.41

PUBLIC UTILITIES COMMISSION  
 ACCOUNTS PAYABLE  
 AUGUST/SEPTEMBER 2021  
 (Meeting Date: 10/13/21)

Item 2.

NAME	AMOUNT	NAME	AMOUNT
Advantage Systems Group	740.04	North Central Laboratories	269.29
American Water Works Association	344.00	Northeast Service Cooperative	200.00
Anderson Glass	86.87	Northern Business Products	66.59
APG Media	253.40	Paul Bunyan	23,823.12
APPA	575.00	Personnel Dynamics LLC	508.73
Aramark	169.90	Pioneer Critical Power	2,239.85
ASAP Heating and Cooling	19.77	Plackner Tree Care	1,389.38
Burgraff's Ace	728.55	Polydyne Inc	52,182.75
The Busy Bees	1,991.64	Power Process	482.82
CarQuest	30.81	Public Utilities	2,559.00
Central McGowan	600.00	Quality Refrigeration & Heating	30,790.82
City of Grand Rapids	5,766.39	Rapids Pest Control	101.75
Coles	500.08	Rapids Welding	98.81
Cooperative Response Center	1,960.18	Ray's Sport and Cycle	889.93
Core & Main	2,769.19	RMB Environmental Lab	1,336.00
Crane Engineering	750.53	Rob's Bobcat Service	49,500.00
Dakota Supply Group	1,229.74	Saiger's Steam Clean	842.65
Dondelinger Automotive	3,513.85	Sandstrom's	705.07
Engineered Sales Co	1,302.00	Sherwin-Williams	84.47
Equipment Rental Company	7,030.00	Stuart Irby	155.00
Fastenal	312.23	Telecologix	145.00
Ferguson	1,000.40	TJ Towing	777.00
Figgins Truck & Trailer	954.39	TNT Construction	12,664.20
Frontier Energy	3,902.81	Treasure Bay Printing	310.50
Gopher State One Call	769.50	UPS	123.77
Grainger	254.91	United Rentals	477.73
Graybar	2,144.50	Viking Electric	1,977.01
Hach	162.59	Wesco	4,056.00
Hawkins	3,725.57	Xerox	77.98
Hawkinson Construction	8,388.65		
InLighten	788.00	Appliance Rebate:	
Itasca County	1,519.27	Christoper McDonald	20.00
Itasca Utilities	12,479.75	Stanley Bostyancic	35.00
Jamar Service	2,023.96	Jordan Olsgard	35.00
Johnson Controls	355.00	Denise Unseth	35.00
Johnson, Killen & Seiler P.A.	6,470.20	John Kelsch	200.00
KOZY	5,498.25	Jeff and Anne Walker	400.00
L & M Supply	570.17		
Lake Country Lawn & Snow LLC	2,848.00		
Latvala Lumber	274.22		
McMaster-Carr	1,004.96		
Meds-1 Ambulance Service	279.92		
Minnesota Department of Commerce	3,146.12		
Minnesota Municipal Utilities Association	12,732.50		
Minnesota Power	1,167,346.60		
			1,458,874.63



## September 2021 Check Register

Document Date	Check #	Vendor Name	Document Amount	
9/1/2021		4450 Northeast Service Cooperative	3,982.00	9/30/2021
9/3/2021		4451 Public Employees Retirement Association	2,488.08	9/3/2021
9/3/2021		4452 Minnesota Dept. of Revenue	364.34	9/3/2021
9/3/2021		4453 Wells Fargo Bank	3,382.61	9/3/2021
9/3/2021		4454 Empower Retirement	1,254.46	9/3/2021
9/10/2021		4455 Further	1,309.59	9/30/2021
9/10/2021		4456 Public Employees Retirement Association	14,751.04	9/10/2021
9/10/2021		4457 Minnesota Dept. of Revenue	4,379.20	9/10/2021
9/10/2021		4458 Wells Fargo Bank	25,972.57	9/10/2021
9/10/2021		4459 Empower Retirement	8,459.64	9/10/2021
9/20/2021		4460 Minnesota Department of Revenue	84,425.00	9/30/2021
9/24/2021		4461 Further	1,309.59	9/30/2021
9/27/2021		4462 Public Employees Retirement Association	14,613.21	9/27/2021
9/27/2021		4463 Minnesota Dept. of Revenue	4,103.94	9/27/2021
9/27/2021		4464 Wells Fargo Bank	24,629.31	9/27/2021
9/27/2021		4465 Empower Retirement	8,361.76	9/27/2021
9/27/2021		4466 Empower Retirement	2,455.98	9/27/2021
9/24/2021		4467 TASC	45.00	9/30/2021
9/27/2021		4468 Northeast Service Cooperative	50,301.00	9/30/2021
9/7/2021		4469 Invoice Cloud	2,427.20	9/30/2021
9/3/2021		78660 Bureau of Criminal Apprehension	15.00	9/30/2021
9/3/2021		78661 Bureau of Criminal Apprehension	15.00	9/30/2021
9/3/2021		78663 Driver and Vehicle Services	10.50	9/30/2021
9/3/2021		78664 Driver and Vehicle Services	10.50	9/30/2021
9/7/2021		78666 Customer Refunds- Anthony Key-Goff	7.06	9/30/2021
9/7/2021		78667 Customer Refunds- Samantha Chandler	36.83	9/30/2021
9/7/2021		78668 Customer Refunds- Mary Lou Andrews	17.17	9/30/2021
9/7/2021		78669 Customer Refunds- Ally Sobolik	87.34	9/30/2021
9/7/2021		78671 Customer Refunds- Janicke Bakery	1,145.81	9/30/2021
9/7/2021		78672 Customer Refunds- Nadeen Huff	41.69	9/30/2021
9/9/2021		78674 Customer Refunds- MN Dept of Commerce	79.97	9/30/2021
9/9/2021		78675 Customer Refunds- Blake Dehnke	91.59	9/30/2021
9/9/2021		78676 DNR Waters	300.00	9/9/2021
9/9/2021		78677 Minnesota Energy Resources Corp.	18.00	9/9/2021
9/9/2021		78678 City of LaPrairie	15,788.95	9/30/2021
9/13/2021		78679 NCPERS Group Life Ins	112.00	9/13/2021
9/14/2021		78680 Driver and Vehicle Services	10.50	9/30/2021
9/14/2021		78681 Driver and Vehicle Services	10.50	9/30/2021
9/14/2021		78682 Bureau of Criminal Apprehension	15.00	9/30/2021
9/14/2021		78683 Bureau of Criminal Apprehension	15.00	9/30/2021
9/24/2021		78745 Minnesota Energy Resources Corp.	45.00	9/24/2021
9/24/2021		78746 U S Bank Equipment Finance	315.73	9/24/2021

9/24/2021	78747 UNUM Life Insurance Co of America	2,452.75	9/24/2021
9/24/2021	78748 Minnesota Council 65	1,557.90	9/24/2021
9/27/2021	78749 Customer Refunds- Shawn Thompson	125.00	9/30/2021
9/27/2021	78750 Customer Refunds- Charles Westberg	106.95	9/30/2021
9/27/2021	78751 Customer Refunds- New China	3,187.19	9/30/2021
9/30/2021	78752 First Net / AT & T Mobility	317.31	9/30/2021
9/30/2021	78753 Verizon Wireless	744.88	9/30/2021
9/30/2021	78754 Wells Fargo Business Card - JK	571.69	9/30/2021
9/30/2021	78755 Wells Fargo Business Card -SM	113.09	9/30/2021
9/30/2021	78756 Wells Fargo Business Card- CF	207.86	9/30/2021
9/30/2021	78757 Wells Fargo Business Card- JG	858.40	9/30/2021
9/30/2021	78758 Customer Refunds- Gregory Lindekugel	72.25	9/30/2021
9/30/2021	78759 Customer Refunds- Jennifer Bullard	38.39	9/30/2021
9/30/2021	78760 Postage By Phone System	5,000.00	9/30/2021
9/30/2021	78761 City of Grand Rapids	72,333.33	9/30/2021
9/30/2021	78762 City of Grand Rapids	331.50	9/30/2021
9/30/2021	78763 City of Grand Rapids	69,496.26	9/30/2021

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434,719.41



## **GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM**

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**AGENDA DATE:** October 12, 2021

**AGENDA ITEM:** Consider a motion to approve the City Treasurer’s Report and the Investment Activity Report for September 2021

**PREPARED BY:** Jean Lane, Business Services Manager

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### **BACKGROUND:**

Please see attached reports:

GRPUC Cash Receipts and Disbursements for the Month of September 2021 and Verification of City Treasurer’s Balance  
GRPUC Investment Activity  
Graphics –September Historical Investment Balances and Monthly Investment Balances 2000-2021

### **RECOMMENDATION:**

Consider a motion to approve the City Treasurer’s Report and the Investment Activity Report for September 2021.

**CITY OF GRAND RAPIDS  
PUBLIC UTILITIES COMMISSION**

Item 3.

**CASH RECEIPTS AND DISBURSEMENTS FOR THE MONTH OF SEPTEMBER 2021**

TREASURER'S BALANCE AUGUST 31, 2021		\$ 4,613,205.80
Deposits	1,977,695.30	
Redeposits-Checks	-	
Redeposits-ACH	-	
Bank Adjustments	-	
		1,977,695.30
Less Disbursements	(2,267,851.59)	
NSF Checks	(360.95)	
ACH Returns	(1,769.11)	
Bank Adjustments	-	
		<u>(2,269,981.65)</u>
TREASURER'S BALANCE SEPTEMBER 30, 2021		<u>\$ 4,320,919.45</u>

VERIFICATION OF TREASURER'S BALANCE

WELLS FARGO BANK BALANCE SEPTEMBER 30, 2021		\$ 4,478,756.19
Add: Deposits in Transit		2,006.99
Less: Outstanding Checks		<u>(159,843.73)</u>
TREASURER'S BALANCE SEPTEMBER 30, 2021		<u>\$ 4,320,919.45</u>

**Electric Department**

City	1,157,187	
Rural	136,692	
Load Management	2,178	
Subtotal Electric Retail Sales	1,296,057	
Windsense		
Security Lighting	5,152	
Total Sales	1,301,210	
Purchased Power Pass-thru	217,208	
Total Electric	1,518,417	

**Water Department**

City	158,562	
Rural	0	
Public Authorities	3,154	
Total Water	161,717	

**Wastewater Collection Dept**

City	135,125	
Rural	331	
Public Authorities	9,713	
Total Wastewater Collection	145,168	

City Storm Water	61,703	
Sales Tax	56,426	
<b>Total Amount Billed</b>	<b>1,943,432</b>	

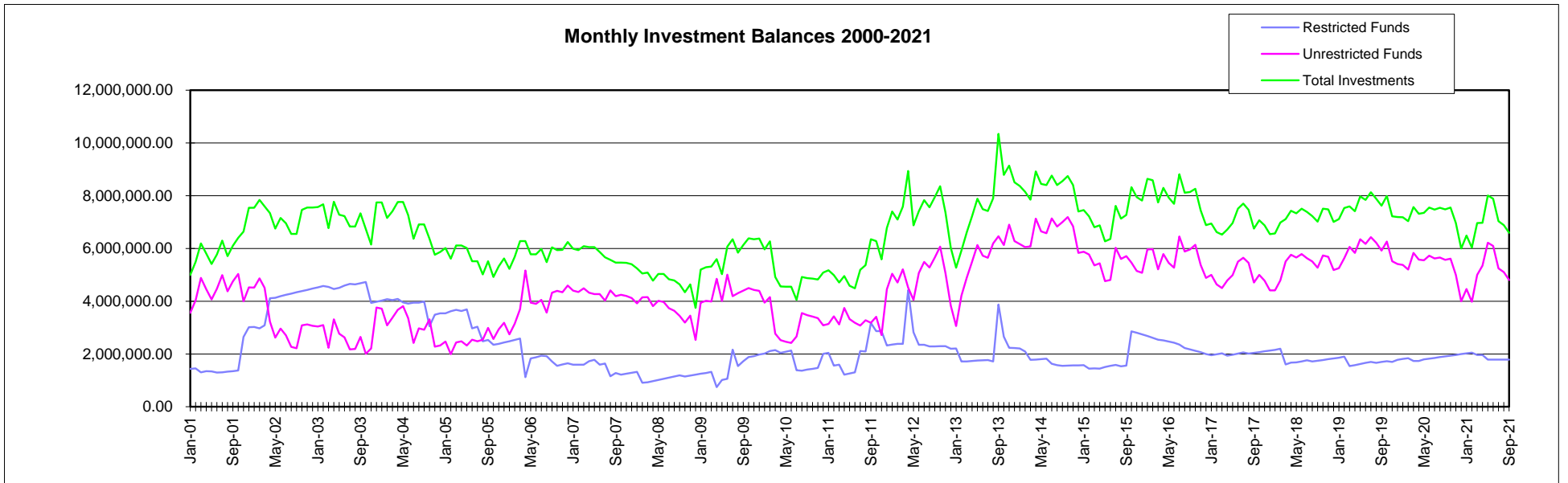
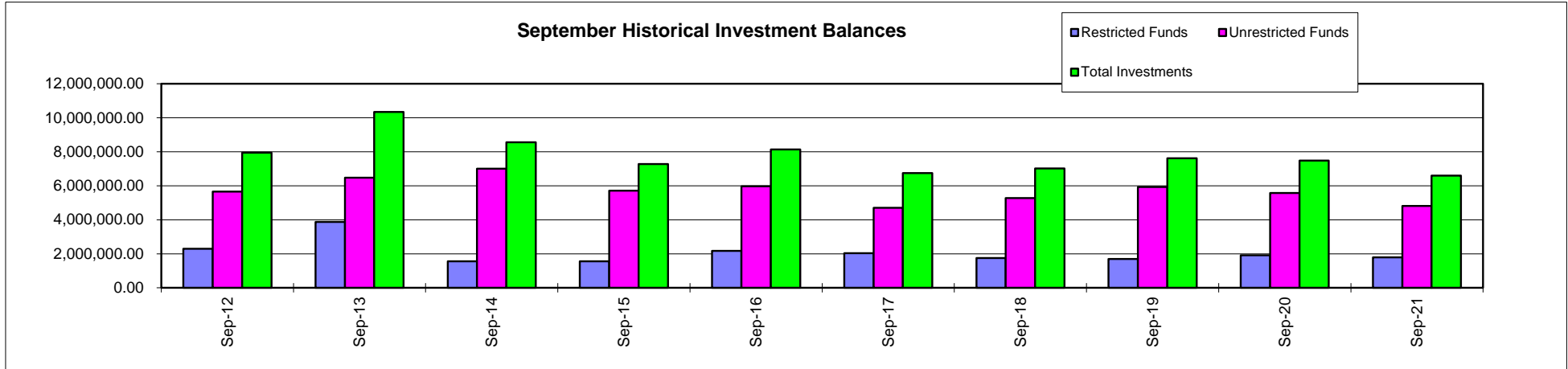
**Grand Rapids Public Utilities Commission  
Investment Activity  
September 2021**

<b>Beginning Balance Cash and Investments</b>	\$ 6,888,737.71
 <b>Redeemed:</b>	
None	-
	-
 <b>Invested:</b>	
None	-
Change in checking account balance	(292,286.35)
 <b>Total Cash and Investments</b>	 <u>\$ 6,596,451.36</u>
 <b>Less: Restricted and Designated Funds</b>	
<b>Restricted Funds:</b>	
Sanitary Sewer Collection/Treatment Infrastructure Fund:	
Wastewater Treatment Plant	\$ 1,530.25
Trunk Main	69,572.84
Customer Deposits	390,467.26
Customer Deposits - Antenna Fees	41,593.10
Electric Capital Replacement Fund	561,878.01
Water Capital Replacement Fund	569,001.09
Sewer Capital Replacement Fund	154,444.56
 <b>Designated Funds:</b>	
Disaster Recovery Fund	<u>1,500,000.00</u>
<b>Total Restricted and Designated Funds</b>	<u>\$ 3,288,487.11</u>
 <b>Net Cash and Investments</b>	 <u><u>\$ 3,307,964.25</u></u>

Note:

	Sep-12	Sep-13	Sep-14	Sep-15	Sep-16	Sep-17	Sep-18	Sep-19	Sep-20	Sep-21
Restricted Funds	2,288,270.15	3,876,854.97	1,553,711.77	1,561,638.94	2,170,477.82	2,040,786.68	1,742,623.91	1,695,951.38	1,908,927.42	1,788,487.11
Unrestricted Funds	5,658,346.08	6,467,621.85	7,000,871.29	5,711,545.18	5,965,514.91	4,709,226.19	5,272,131.48	5,923,491.00	5,571,374.32	4,807,964.25
Total Investments	7,946,616.23	10,344,476.82	8,554,583.06	7,273,184.12	8,135,992.73	6,750,012.87	7,014,755.39	7,619,442.38	7,480,301.74	6,596,451.36

Minimum cash reserve 4,542,427.00 4,828,355.00 4,707,627.00 4,719,921.00 4,887,919.00 4,901,155.00 4,610,534.00





## GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

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**AGENDA DATE:** October 12, 2021

**AGENDA ITEM:** Consider a motion to authorize the sale and/or disposal of surplus property.

**PREPARED BY:** Christine Flannigan, Administrative/HR Assistant

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### **BACKGROUND:**

The items shown in the attached document are no longer of use to the utility and are considered surplus property. In accordance with MN Statutes and Rules, we would like to sell, recycle, dispose of, or donate the items through means of public auction.

Grand Rapids Public Utilities will sell used surplus equipment and material by sealed bid at the GRPU Service Center, 500 SE 4th Street, Grand Rapids, MN. Items will be available for inspection Wednesday, October 13, 2021 – Thursday October 28, 2021 between the hours of 9:00 AM – 4:00 PM. Items are being sold as is. Some items will require minimum bids. Bid forms will be received until 9:00 AM on Friday, October 29, 2021 at which time they will be publicly opened and read aloud. Successful bidders will be notified by phone if not present. The expense to remove the bid item(s) and the liability in moving the same is the sole responsibility of the successful bidder. Unless special arrangements are made, all bid items must be removed between the hours of 9:00 AM to 4:30 PM on Friday, November 5, 2021. Grand Rapids Public Utilities reserves the right to reject any or all bids or award upon such basis as they may deem to be in Grand Rapids Public Utilities' best interest.

### **RECOMMENDATION:**

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

# GRAND RAPIDS PUBLIC UTILITIES SURPLUS EQUIPMENT SALE

Grand Rapids Public Utilities will sell used surplus equipment and material by sealed bid at the GRPU Service Center, 500 SE 4<sup>th</sup> Street, Grand Rapids, MN. Items will be available for inspection Wednesday, October 13, 2021 – Thursday October 28, 2021 between the hours of 9:00 AM – 4:00 PM. Items are being sold as is. Some items will require minimum bids. Bid forms will be received until 9:00 AM on Friday, October 29, 2021 at which time they will be publicly opened and read aloud. Successful bidders will be notified by phone if not present. The expense to remove the bid item(s) and the liability in moving the same is the sole responsibility of the successful bidder. Unless special arrangements are made, all bid items must be removed between the hours of 9:00 AM to 4:30 PM on Friday, November 5, 2021. Grand Rapids Public Utilities reserves the right to reject any or all bids or award upon such basis as they may deem to be in Grand Rapids Public Utilities' best interest.



# GRPU SURPLUS EQUIPMENT BID FORM

Item: HP LaserJet

Quantity: 1

Bidder Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Bid Amount: \_\_\_\_\_



# GRPU SURPLUS EQUIPMENT BID FORM

Item: Canon Printer

Quantity: 1

Bidder Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Bid Amount: \_\_\_\_\_



# GRPU SURPLUS EQUIPMENT BID FORM

Item: HP Printer

Quantity: 1

Bidder Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Bid Amount: \_\_\_\_\_



# GRPU SURPLUS EQUIPMENT BID FORM

Item: HP Printer

Quantity: 1

Bidder Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Bid Amount: \_\_\_\_\_



# GRPU SURPLUS EQUIPMENT BID FORM

Item: HP Printer

Quantity: 1

Bidder Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Bid Amount: \_\_\_\_\_



# GRPU SURPLUS EQUIPMENT BID FORM

Item: HP LaserJet P2035

Quantity: 2

Bidder Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Bid Amount: \_\_\_\_\_



# GRPU SURPLUS EQUIPMENT BID FORM

Item: Keyboards

Quantity: 17

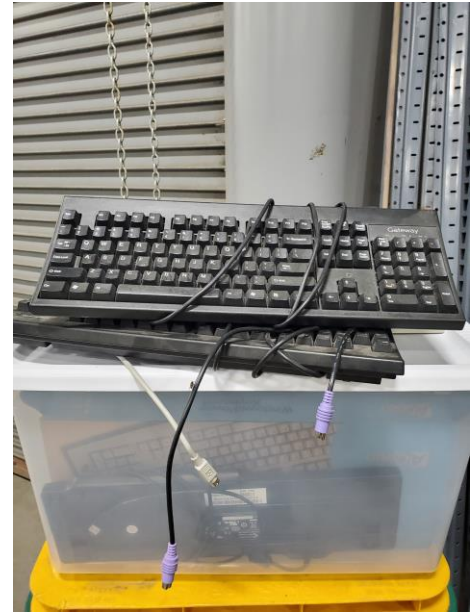
\$1.00 Each

Bidder Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Amount Requested: \_\_\_\_\_



# GRPU SURPLUS EQUIPMENT BID FORM

Item: Computer Monitors

Quantity: 10

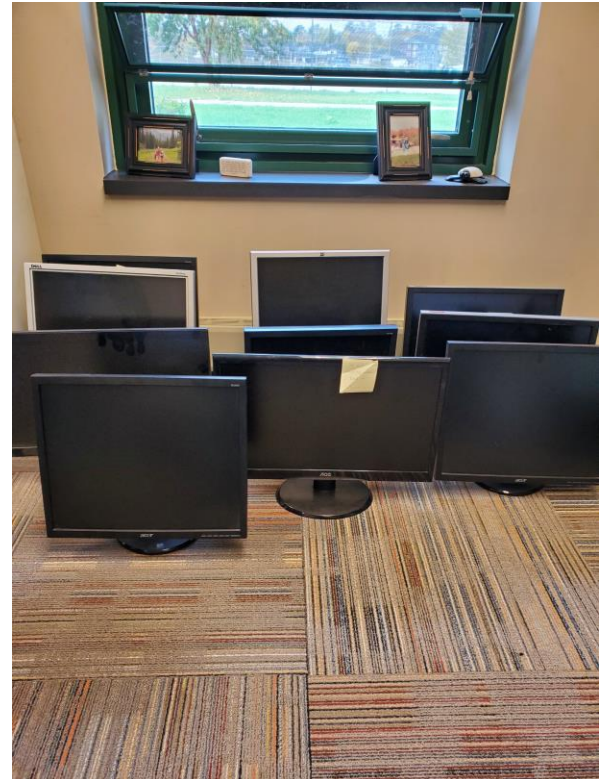
\$1.00 Each

Bidder Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Amount Requested: \_\_\_\_\_



**Contract Number:** GRANR  
151782  
**Pay Request Number:** 5

Project Number	Project Description
GRANR 151782	Solar plus Storage Grading

<b>Contractor:</b> Casper Construction PO Box 480 Grand Rapids, MN 55744	<b>Vendor Number:</b> N/A <b>Up To Date:</b> 08/09/2021
--	--

Contract Amount		Funds Encumbered	
Original Contract	\$337,594.00	Original	\$337,594.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$337,594.00	Total	\$337,594.00

Work Certified To Date	
Base Bid Items	\$335,478.00
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$335,478.00

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$625.00	\$335,478.00	\$0.00	\$326,481.67	\$8,996.33	\$335,478.00
Percent: Retained: 0%				Percent Complete: 99.37%	

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

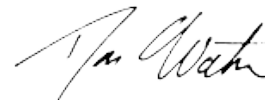
Grand Rapids Public Utilities Commission

Date

Approved By

Casper Construction

Date 8.20.21



Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2020-11-11	\$224,973.60	\$11,248.68	\$213,724.92
2	2020-12-03	\$63,835.20	\$3,191.76	\$60,643.44
3	2021-01-04	\$10,005.00	(\$6,970.09)	\$16,975.09
4	2021-06-03	\$36,039.20	\$900.98	\$35,138.22
5	2021-08-09	\$625.00	(\$8,371.33)	\$8,996.33

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
GRPU		\$335,478.00	\$0.00	\$326,481.67	\$8,996.33	\$335,478.00

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
LOCAL	GRPUC	\$8,996.33			\$335,478.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2011.601	CONSTRUCTION SURVEYING	LS	\$3,800.00	1	0	\$0.00	1	\$3,800.00
Base Bid	2	2021.501	MOBILIZATION	LS	\$55,481.00	1	0	\$0.00	1	\$55,481.00
Base Bid	3	2101.511	CLEARING AND GRUBBING	LS	\$23,000.00	1	0	\$0.00	1	\$23,000.00
Base Bid	4	2105.507	COMMON EXCAVATION (P)	CU YD	\$2.08	104100	0	\$0.00	104100	\$216,528.00
Base Bid	5	2563.601	TRAFFIC CONTROL	LS	\$500.00	1	0	\$0.00	1	\$500.00
Base Bid	6	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$0.80	1	0	\$0.00	1	\$0.80
Base Bid	7	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$150.00	8	0	\$0.00	8	\$1,200.00
Base Bid	8	2573.503	SILT FENCE; TYPE MS	L F	\$2.30	5234	0	\$0.00	4314	\$9,922.20
Base Bid	9	2575.502	SEED MIXTURE 21-112	LB	\$1.90	2080	0	\$0.00	2080	\$3,952.00
Base Bid	10	2575.601	EROSION CONTROL	LS	\$2,500.00	1	0.25	\$625.00	1	\$2,500.00
Alternate 1	11	2575.509	MULCH MATERIAL TYPE 1	TON	\$135.00	36	0	\$0.00	36	\$4,860.00
Alternate 1	12	2575.505	DISK ANCHORING	ACRE	\$35.00	18	0	\$0.00	18	\$630.00
Alternate 1	13	2575.508	HYDRAULIC REINFORCED FIBER MATRIX	POUND	\$1.20	10920	0	\$0.00	10920	\$13,104.00
<b>Base Bid Totals:</b>								<b>\$625.00</b>		<b>\$335,478.00</b>

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
GRANR 151782	General Construction	\$625.00	\$335,478.00

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
<b>Contract Change Totals:</b>										<b>\$0.00</b>		<b>\$0.00</b>

<b>Contract Total</b>	<b>\$335,478.00</b>
-----------------------	---------------------

Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
1	Substantial completion shall be revised to the following:	\$0.00	\$0.00



Your Contractor Affidavit request is Approved. A copy of this page MUST be provided to the contractor or government agency that hired you.

Submitted Date and Time: 17-Sep-2021 2:53:37 PM  
 Confirmation Number: 2-075-266-208  
 Name: CASPER CONSTRUCTION INC  
 ID: 5062193  
**Affidavit Number: 141758464**  
 Project Owner: CITY OF GRAND RAPIDS  
 Project Number: GRANR 151782  
 Project Begin Date: 10/15/2020  
 Project End Date: 7/15/2021  
 Project Location: GRAND RAPIDS  
 Project Amount: \$337,594.00  
 Subcontractors:

Name	ID	Affidavit Number
NAR LANDSCAPE SERVICES INC	7743160	81137664
SHORT ELLIOTT HENDRICKSON INC	6731352	1321537536

Please [print this page](#) for your records using the print or save functionality built into your browser.





Michelle Asselin &lt;michelleasselin@caspercon.com&gt;

## Fwd: Your Recent Contractor Affidavit Request

1 message

Becky Neft &lt;becaneft@gmail.com&gt;

Tue, Sep 14, 2021 at 11:17 AM

To: michelleasselin@caspercon.com

----- Forwarded message -----

From: **MN Revenue e-Services** <eservices.mdor@state.mn.us>

Date: Tue, Sep 14, 2021 at 11:11 AM

Subject: Your Recent Contractor Affidavit Request

To: &lt;becaneft@gmail.com&gt;

This email is an automated notification and is unable to receive replies.

### Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-463-743-648  
 Submitted Date and Time: 14-Sep-2021 11:11:19 AM  
 Legal Name: NAR LANDSCAPE SERVICES INC  
 Federal Employer ID: 20-2699863  
 User Who Submitted: narland  
 Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

**Affidavit Number: 81137664**  
 Minnesota ID: 7743160  
 Project Owner: CITY OF GRAND RAPIDS  
 Project Number: GRANR 151782 SOLAR PLUS STORAGE GRADING  
 Project Begin Date: 20-Oct-2020  
 Project End Date: 10-May-2021  
 Project Location: GRAND RAPIDS MN  
 Project Amount: \$37,711.06  
 Subcontractors: No Subcontractors

#### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

#### Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) [withholding.tax@state.mn.us](mailto:withholding.tax@state.mn.us). Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

### How to View and Print this Request

You can see copies of your requests by going into your History.

This message and any attachments are solely for the intended recipient and may contain nonpublic / private data. If you are not the intended recipient, any disclosure, copying, use, or distribution of the information included in this message and any attachments is prohibited. If you have received this communication in error, please notify us and immediately and permanently delete this message and any attachments. Thank you.



Michelle Asselin <michelleasselin@caspercon.com>

# FW: Your Recent Contractor Affidavit Request

2 messages

**Andi Villebro** <avillebro@sehinc.com>  
To: Michelle Asselin <michelleasselin@caspercon.com>

Wed, Sep 15, 2021 at 8:20 AM

Her you go.

Andi Villebro  
Administrative Assistant  
Short Elliott Hendrickson Inc.  
218.322.4500 direct | 218.322.4500 main

Building a Better World for All of Us®

**From:** MN Revenue e-Services <eservices.mdor@state.mn.us>  
**Sent:** Wednesday, September 15, 2021 8:19 AM  
**To:** Andi Villebro <avillebro@sehinc.com>  
**Subject:** Your Recent Contractor Affidavit Request

This email is an automated notification and is unable to receive replies.

## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	0-551-318-688
Submitted Date and Time:	15-Sep-2021 8:19:12 AM
Legal Name:	SHORT ELLIOTT HENDRICKSON INC
Federal Employer ID:	41-1251208
User Who Submitted:	AVillebro
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

<b>Affidavit Number:</b>	<b>1321537536</b>
Minnesota ID:	6731352

Project Owner: CITY OF GRAND RAPIDS

Project Number: 151782

Project Begin Date: 01-Oct-2020

Project End Date: 31-Jul-2021

Project Location: GRAND RAPIDS

Project Amount: \$3,800.00

Subcontractors: No Subcontractors

### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

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---

**Michelle Asselin** <[michelleasselin@caspercon.com](mailto:michelleasselin@caspercon.com)>  
To: Andi Villebro <[avillebro@sehinc.com](mailto:avillebro@sehinc.com)>

Wed, Sep 15, 2021 at 8:20 AM

Got it, thanks!

[Quoted text hidden]

--

Thank you.

### Michelle Asselin

Admin. Assistant / Pipeline Maint. Assistant  
(218) 326-9637 x503 | [michelleasselin@caspercon.com](mailto:michelleasselin@caspercon.com)

### Casper Construction Inc.

PO Box 480  
Grand Rapids MN 55744  
P: (218) 326-9637 x503  
F: (218) 326-9638  
<http://www.casperconstructioninc.net>



## **GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM**

---

**AGENDA DATE:** October 12, 2021

**AGENDA ITEM:** Consider a motion to approve the Letter of Agreement with the AFSCME Local 3456 Bargaining Unit regarding Article 17 Section 4 of the Collective Bargaining Agreement retroactive to September 19, 2021.

**PREPARED BY:** Christine Flannigan, Administrative/HR Assistant

---

### **BACKGROUND:**

This item was discussed but not finalized during the last contract negotiations. The item came up for discussion with the Bargaining Unit this summer during the CSR hiring process. Bargaining Unit representatives met with the General Manager, held a meeting to conduct a vote, and agreed to remove the wage progression schedules from the Collective Bargaining Agreement.

### **RECOMMENDATION:**

Consider a motion to approve the Letter of Agreement with the AFSCME Local 3456 Bargaining Unit regarding Article 17 Section 4 of the Collective Bargaining Agreement retroactive to September 19, 2021.

Letter of Agreement  
Between

PUBLIC UTILITIES COMMISSION  
GRAND RAPIDS, MINNESOTA (EMPLOYER)

and

AMERICAN FEDERATION OF STATE, COUNTY,  
& MUNICIPAL EMPLOYEES - LOCAL 3456 (UNION)

The Employer and the Union are parties to a written collective bargaining agreement covering the time period of January 1, 2021 up to and including December 31, 2023 ("CBA").

The parties have agreed as follows:

1. The wage progression schedule for CSRs in Article 17, Section 4 of the CBA shall be deleted and shall not be applied to any new or current CSR after September 19, 2021.
2. The wage progression schedule for Water and Sewer employees in Article 17, Section 5 of the CBA shall be deleted and shall not be applied to any new or current Water and Sewer employee after September 19, 2021.
3. This Memorandum of Understanding shall be attached to and considered part of the CBA.

Our respective signatures below indicate the parties' agreement to the terms of this Memorandum of Understanding.

GRAND RAPIDS PUBLIC  
UTILITIES COMMISSION

LOCAL UNION NO. 3456  
AMERICAN FEDERATION OF  
STATE, COUNTY & MUNICIPAL  
EMPLOYEES, AFL-CIO

BY \_\_\_\_\_  
 Thomas G. Stanley      Date  
 President

BY Shannon Thomsen 10-5-2021  
 Shannon Thomsen      Date  
 President

BY \_\_\_\_\_  
 Kathleen Kooda      Date  
 Secretary

BY Troy Bauch 9/30/2021  
 Troy Bauch      Date  
 Labor Representative



## **GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM**

---

**AGENDA DATE:** October 12, 2021

**AGENDA ITEM:** Consider a motion to confirm filling the Customer Service Representative positions with the preferred candidates, Jodi Esler and Cindy Trbojevich.

**PREPARED BY:** Christine Flannigan, Administrative/HR Assistant.

---

### **BACKGROUND:**

At the August 11, 2021 and September 15, 2021 regular meetings, the Commission declared two vacancies existed and authorized the internal postings and external advertising for two Customer Service Representatives. Following the internal postings for the positions, we collected no applications. Following external advertising of the position openings, we collected 15 applications. The applications were rated and interviews were conducted with the 8 top-ranked applicants on September 2<sup>nd</sup> and 3<sup>rd</sup>. Final interviews with the top applicants were held on September 10<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup>. Background verifications were submitted and received and offers of employment were made to the selection committee's preferred applicants, Jodi Esler and Cindy Trbojevich. The offers were accepted with a hire date of October 4, 2021.

Management staff recommends the Commission formally confirm filling the vacancies of Customer Service Representatives with the selection committee's preferred candidates, Jodi Esler and Cindy Trbojevich.

### **RECOMMENDATION:**

Consider a motion to confirm filling the Customer Service Representative positions with the preferred candidates, Jodi Esler and Cindy Trbojevich.



## GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

---

**AGENDA DATE:** October 12, 2021

**AGENDA ITEM:** Consider a motion to confirm filling the Lead Customer Service Representative position with the preferred candidate, Paula Hennemann.

**PREPARED BY:** Christine Flannigan, Administrative/HR Assistant.

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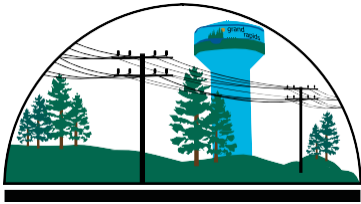
### **BACKGROUND:**

At the July 14, 2021 regular meeting, the Commission declared a vacancy existed and authorized the internal posting and external advertising for a Lead Customer Service Representative. Following the internal posting for the position, we collected no applications. Following external advertising of the position opening, we collected 8 applications. The applications were rated and interviews were conducted with the 4 top-ranked applicants on September 2<sup>nd</sup> and 3<sup>rd</sup>. A final interview with the top applicant was conducted on September 21<sup>st</sup>. A background verification was submitted and received and an offer of employment was made to the selection committee's preferred applicant, Paula Hennemann. The offer was accepted with a hire date of October 12, 2021.

Management staff recommends the Commission formally confirm filling the vacancy of Lead Customer Service Representative with the selection committee's preferred candidate, Paula Hennemann.

### **RECOMMENDATION:**

Consider a motion to confirm filling the Lead Customer Service Representative position with the preferred candidate, Paula Hennemann.



GRAND RAPIDS  
PUBLIC UTILITIES

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Item 9.

500 SE Fourth Street • Grand Rapids, Minnesota 55744

## ADMINISTRATION DEPARTMENT MONTHLY REPORT October 2021 Commission Meeting

### **Safety**

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

### **Staffing**

- Monthly peer-to-peer employee appreciation awards recognized
- Kathy Wohlrabe, CSR, retired after 23 years of service on September 10
- Jodi Esler, began as CSR on October 4 (consent agenda)
- Cindy Trbojevich, began as CSR on October 4 (consent agenda)
- Paula Hennemann, will begin as Lead CSR on October 12 (consent agenda)

### **Community Involvement**

- Employee leadership volunteering efforts at Second Harvest
- Presented an annual GRPU update to City Council on September 26
- IEDC Itasca Summit

### **Projects Performed Last Month**

- Senate Bonding Committee Presentation on Water Treatment Plant Renovation Project
- CSR & Lead CSR hiring
- NEMMPA Board meeting (see attached minutes)

### **Projects Scheduled for This Month**

- Annual MP customer meeting and NEMMPA annual member meeting
- MP wholesale power negotiations and contracts
- Budget discussions and review
- Kickoff of 18-month Leadership Training for managers



# NEMMPA

## Northeastern Minnesota Municipal Power Agency Board Meeting

Minutes of the Northeastern Minnesota Municipal Power Agency (NEMMPA) Board Meeting held on September 15, 2021 at 11:00 a.m. via MS Teams.

### 1. Call Meeting to Order

The meeting was called to order by President French at 11:03 a.m.

Attendees:

President Greg French, Virginia  
 Vice President Scott Magnuson, Brainerd  
 Secretary Julie Kennedy and Alternate Representative Jeremy Goodell, Grand Rapids  
 Board Member Dave Cluff, Aitkin  
 Board Member Harold Langowski, Ely  
 Alternate Board Member Blake Prince, Two Harbors  
 Board Member Representative Luke Peterson, Hibbing (joined at 11:07)  
 Alternate Representative Susan Thronson, Keewatin  
 Member Representative Craig Wainio, Mountain Iron  
 Member Representative Matt Pantzke, Randall  
 Member Representative Ryan Pervenanze, Buhl  
 Member Representative Sam Lautiger, Gilbert  
 Consultant Jeff Anderson, Costin Group  
 Consultant Dave Berg, DBE Consulting

Board Members Absent:

None

### 2. Approve Agenda

Motion by H. Langowksi, supported by S. Magnuson, to approve the agenda as written. MCU

### 3. Approve the Minutes from the July 21 Regular Board Meeting

Motion by D. Cluff, supported by S. Magnuson, to approve the minutes from the July 21, 2021 Regular Board Meeting. MCU

### 4. Treasurer's Report

President French reported the checkbook balance is at \$18,160.01. Recent expenditures were for consulting services from Costin Group, D Berg and McGrann Shea. 2022 dues invoices will be sent to members in the next few months for January payment.

### 5. October annual member meeting

All member communities who purchase wholesale power from MP were invited to the Annual Municipal Meeting on October 20 from 9-12:30 at the DECC in Duluth (see attached flyer).

The annual NEMMPA member meeting will begin at 1 PM following the municipal meeting. L. Peterson from Hibbing and S. Magnuson from Brainerd reported they will not be attending the meeting, but all other communities plan to attend.

## 6. Legislative Update

J. Anderson reported that the big news out of St. Paul this past month has been the change in leadership in the Minnesota Senate. Senate Republican Majority Leader Paul Gazelka stepped down as leader to launch his 2022 bid for Governor of Minnesota. A contest for Majority Leader included Senator Jeremy Miller of Winona. Miller, 38, has served as Senate President for the last many years. Also under consideration for Leader was Independent Senator Tom Bakk, a former Majority and Minority Leader for the Democratic Farmer Labor Party (DFL). Bakk and Senator David Tomassoni left the DFL in 2020 after Bakk was ousted as Minority Leader. Ultimately, Republicans chose Miller to lead the Caucus.

DFL Minority Leader Susan Kent also announced in September that she would step down immediately as Minority Leader and announced she would not seek re-election to the Senate. Kent, who ousted Bakk as leader, had recently been tarnished in her leadership role for the way she handled a sexual harassment complaint by a Senate staffer. DFL Senators chose Edina Senator Melissa Lopez Franzen to serve as Minority Leader. All of this takes place in the lead up to the 2022 Legislative Session which will begin in late January 2022.

Lawmakers continue to negotiate how to distribute \$250 million in bonus pay for frontline workers. They had a self-imposed early September deadline and negotiations are still stalled. The Legislature passed the \$250 million pot of money during the last special session in June. Once a deal is reached, Governor Walz could call a Special Legislative Session to formalize the agreement, however, Walz wants Republicans to guarantee that they will not try to oust his Health and Human Services Commissioner during a special session. Republicans have yet to agree.

Senate and House Capital Investment (Bonding) tours are visiting northern Minnesota in the coming weeks. The Senate committee will visit northeast Minnesota the week of September 20<sup>th</sup> and the House the week of October 4<sup>th</sup>. Communities have been notified if the committee wishes to hear your project during this tour. If they do not hear from you, they likely will during the legislative session this winter.

## 7. Open Discussion

No additional discussion.

## 8. MP Wholesale Power Supply Negotiations Update – Dave Berg

D. Berg reported that negotiations are going well and we intend to have a contract ready by the October 20 meeting date.

## 9. Adjourn

Motion by H. Langowski, supported by D. Cluff, to adjourn the meeting at 11:22 a.m. MCU

*The October annual NEMMPA member meeting is scheduled for 1 pm on Wednesday, October 20, 2021 at the DECC in Duluth.*

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
Greg French, President

\_\_\_\_\_  
Julie Kennedy, Secretary

DRAFT



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

---

**AGENDA DATE:** October 12, 2021

**AGENDA ITEM:** Review the October 2021 Business Services Department Report

**PREPARED BY:** Jean Lane, Business Services Manager

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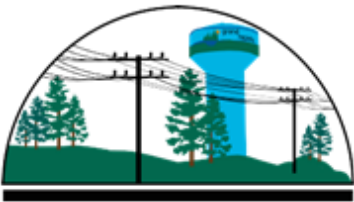
## **BACKGROUND:**

Please find attached the following:

Business Services Department Report –October 2021  
August Monthly Revenue Report – historical  
Effective Electric Rate – historical

## **RECOMMENDATION:**

No action needed – for review only.



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## **BUSINESS SERVICES DEPARTMENT MONTHLY REPORT October 2021 Commission Meeting**

### **Safety**

There were no OSHA recordable accidents in September

### **Revenue Report Last Month**

The attached table shows the monthly revenue report for last month.

### **Effective Wholesale Electric Rate Last Month**

The attached graph shows the effective wholesale electric rate for last month.

### **Projects Performed Last Month**

- Continue training new customer service and accounting personnel.
- Cybersecurity awareness training (Knowbe4).
- Documentation of Cogsdale and GP Dynamics software application processes.
- Continued to review and improve instructions for customer service tasks.

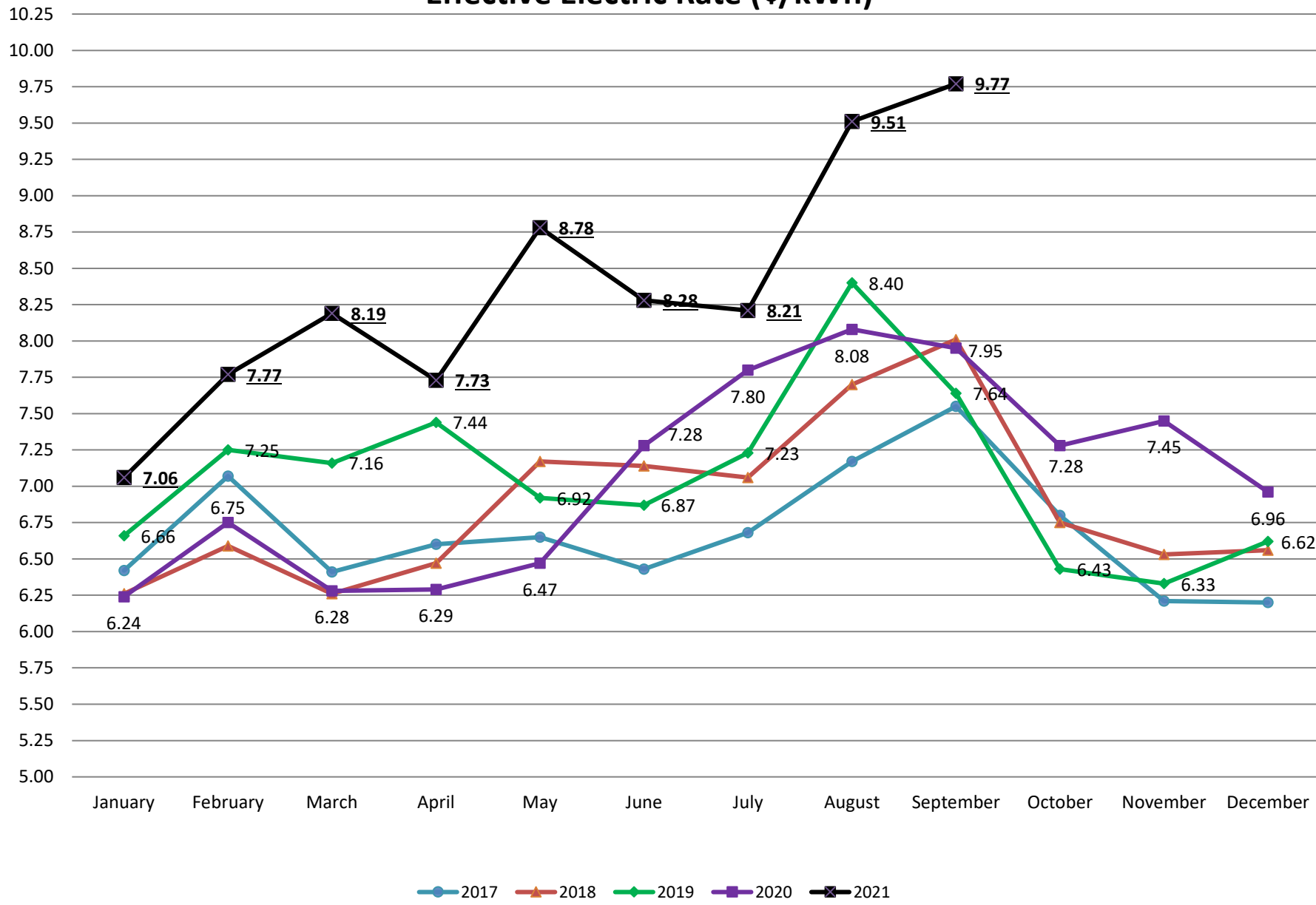
### **Projects Scheduled for This Month**

- Continue training new customer service and accounting personnel.
- Cybersecurity awareness training (Knowbe4).
- Finalize outstanding cases (upgrade software issues) for 2018 GP Dynamics/Cogsdale.
- Implement Commercial Purchasing Card process.
- Support electric department in solar garden project billing template.
- Implemented change in cold weather rule dates per MN legislation.
- Support electric department in implementation of outage management system.
- 2022 operations and capital budget development.
- Start phased implementation of JourneyX software for time keeping.

## Monthly Revenue Report

	2018 YTD September	2019 YTD September	2020 YTD September	2021 YTD August	2021 YTD Aug Budget	% of Budget
<b>Electric Department</b>						
City Residential	2,797,778	2,822,449	3,079,601	3,228,787	2,921,058	110.53%
Rural Residential	753,595	759,496	803,747	851,758	779,649	109.25%
City Commercial	1,945,517	1,961,543	1,964,545	1,992,305	2,035,464	97.88%
Rural Commercial	252,825	259,985	257,928	299,811	256,941	116.68%
City Demand & Energy	3,794,849	3,920,220	3,650,065	3,891,737	4,055,166	95.97%
Rural Demand & Energy	167,072	178,803	161,413	170,720	175,231	97.43%
City Industrial	1,004,325	965,033	957,523	1,075,320	1,008,360	106.64%
City Commercial- EVC Sales				858		
City Load Management	151,030	155,582	142,588	135,725	147,526	92.00%
Rural Load Management	98,768	95,568	86,881	81,775	99,096	82.52%
Total Electric Retail Sales	10,965,759	11,118,680	11,104,292	11,728,796	11,478,491	102.18%
Windsense Program	0	0	0	0	0	
Security Lighting	41,646	41,733	44,977	46,029	44,242	104.04%
Total Sales	11,007,405	11,160,414	11,149,269	11,774,825	11,522,733	102.19%
Purchased Power Pass-thru	385,826	461,844	33,427	1,417,929	469,709	-
Total Electric	11,393,231	11,622,258	11,182,696	13,192,754	11,992,441	110.01%
% Change from previous year		2.01%	-3.78%	17.97%		
Electric rate increase - average					0	
Total Power Expense	8,469,116.48	8,705,789	8,191,391	9,979,319	8,908,987	112.01%
Gross Margin		25%	27%	24%		
<b>Water Department</b>						
City Residential	419,110	464,760	470,887	505,617	460,685	109.75%
City Commercial / Industrial	511,014	528,364	509,903	580,870	524,362	110.78%
City Multi-Family	155,765	185,238	187,900	186,563	177,552	105.08%
Rural Residential	0	0	0	0	0	
Rural Commercial	0	0	0	0	0	
Public Authorities	23,755	26,050	26,489	29,282	24,750	118.31%
Total Water	1,109,644	1,204,413	1,195,178	1,302,332	1,187,349	109.68%
% Change from previous year		8.54%	-0.77%	8.97%		
Water rate increase - average						
<b>Wastewater Collection Department</b>						
City Residential	486,314	547,053	552,723	583,041	551,000	105.82%
City Commercial	581,893	599,902	563,241	577,047	595,982	96.82%
City Multi-Family	0	0	0		0	0.00%
Rural Residential	524	631	617	574	630	91.05%
Rural Commercial	2,299	2,888	2,835	2,862	2,880	99.39%
Public Authorities	103,575	108,439	100,470	103,511	100,600	102.89%
Septage Haulers	75,736	61,930	105,067	123,237	71,610	172.09%
Total Wastewater Collection	1,250,340	1,320,843	1,324,954	1,239,793	1,322,702	93.73%
% Change from previous year		5.64%	0.31%	-6.43%		
Wastewater Collect rate increase - average					0	

### Effective Electric Rate (¢/kWh)



**Grand Rapids Public Utilities**  
**Electric Service Billing Summary 2021 -Municipal rate**

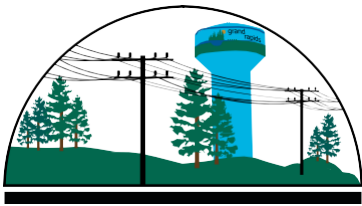
Unofficial billings

Item 10.

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	
<b>Billing Units</b>													
Demand (kW) (15 minute)	25,636	26,356	23,096	20,772	23,324	31,612	30,680	31,868	23,328				236,672
Coincident Peak (60 Minute) prior month	24,253	23,581	23,739	22,516	19,668	22,060	27,914	30,278	29,493				223,502
Energy (kWh)	14,643,440	14,049,560	12,777,080	11,519,360	11,660,800	13,964,280	14,577,280	14,363,280	11,954,200				119,509,280
Excess Reactive Kvar													
Billing month (days)	31	28	31	30	31	30	31	31	30				273
Load Factor (%)	76.8%	79.3%	74.4%	77.0%	67.2%	61.4%	63.9%	60.6%	71.2%	4.2%	4.2%	4.2%	
<b>Demand Charge</b>													
Service Charge	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00
Generation Capacity Charge	\$19.10	\$19.10	\$19.10	\$19.10	\$19.10	\$19.10	\$19.10	\$19.10	\$19.10	\$19.10	\$19.10	\$19.10	\$19.10
Excess Reactive Demand chg	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155
Generation Cap Charge less than 115 kV	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Energy Charge</b>													
All kWh (\$/kWh)	\$0.02075	\$0.02075	\$0.02075	\$0.02075	\$0.02075	\$0.02075	\$0.02075	\$0.02075	\$0.02075	\$0.02075	\$0.02075	\$0.02075	\$0.02075
<b>Adjustment Charges</b>													
Monthly Energy Adj (\$/kWh)													
Monthly Energy Tru Up (Prior Month)													
Resale Energy Adjustment	\$0.004072	\$0.006561	\$0.010299	\$0.004846	\$0.014646	\$0.006079	\$0.021098	\$0.013569	\$0.015724	\$0.000000	\$0.000000	\$0.000000	\$0.000000
<b>MISO Charges (\$/kW)</b>													
Sch 1 - Sched system control & dispatch	\$0.029	\$0.231	\$ 0.231	\$0.231	\$0.231	\$0.231	\$0.231	\$0.231	\$0.231	\$0.000	\$0.000	\$0.000	\$0.000
Sch 7 - HVDC firm transmission charge	\$0.655	\$0.642	\$ 0.554	\$0.654	\$0.689	\$0.706	\$0.626	\$0.621	\$0.636	\$0.000	\$0.000	\$0.000	\$0.000
Sch 8 - HVDC non-firm transm charge	\$0.000	\$0.000	\$ 0.031	\$0.000	\$0.000	\$0.068	\$0.000	\$0.051	\$0.004	\$0.000	\$0.000	\$0.000	\$0.000
Sch 9 - AC zonal transmission charge	\$3.905	\$4.555	\$ 4.555	\$4.555	\$4.555	\$4.555	\$4.555	\$4.555	\$4.555	\$0.000	\$0.000	\$0.000	\$0.000
Sch 10 - AC administrative charge	\$0.172	\$0.153	\$ 0.124	\$0.174	\$0.164	\$0.163	\$0.138	\$0.111	\$0.136	\$0.000	\$0.000	\$0.000	\$0.000
Sch 35 - HVDC administrative charge	\$0.021	\$0.018	\$ 0.014	\$0.021	\$0.023	\$0.019	\$0.016	\$0.011	\$0.014	\$0.000	\$0.000	\$0.000	\$0.000
Sch 26 - Network upgrade / transm planning	\$0.807	\$0.980	\$ 0.980	\$0.980	\$0.980	\$0.980	\$0.980	\$0.980	\$0.980	\$0.000	\$0.000	\$0.000	\$0.000
Sch 26A - Multi-value project cost recovery	\$1.221	\$1.251	\$ 1.139	\$1.266	\$1.170	\$1.245	\$1.156	\$1.397	\$1.187	\$0.000	\$0.000	\$0.000	\$0.000
Sch 45 - NERC ALERT	\$0.437	\$0.456	\$ 0.397	\$0.457	\$0.454	\$0.483	\$0.439	\$0.447	\$0.441	\$0.000	\$0.000	\$0.000	\$0.000
<b>Sub total</b>	<b>\$7.247</b>	<b>\$8.286</b>	<b>\$8.025</b>	<b>\$8.338</b>	<b>\$8.266</b>	<b>\$8.450</b>	<b>\$8.141</b>	<b>\$8.404</b>	<b>\$8.184</b>	<b>\$0.000</b>	<b>\$0.000</b>	<b>\$0.000</b>	<b>\$0.000</b>
<b>Ancillary- reactive supply,voltage control sch 2</b>													
Ancillary- reactive supply,voltage control sch 2	0.1620	0.1810	\$ 0.181	0.1810	0.1810	0.1810	0.1810	0.1810	0.1810	0.0000	0.0000	0.0000	0.0000
Regulation & Frequency schedule 3	0.00	0	0	0	0	0	0	0	0	0	0	0	0
Operating reserve Schedule 5	0.00	0	0	0	0	0	0	0	0	0	0	0	0
Operating Reserve Schedule 6	0.00	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sub total</b>	<b>\$0.162</b>	<b>\$0.181</b>	<b>\$0.181</b>	<b>\$0.181</b>	<b>\$0.181</b>	<b>\$0.181</b>	<b>\$0.181</b>	<b>\$0.181</b>	<b>\$0.181</b>	<b>\$0.000</b>	<b>\$0.000</b>	<b>\$0.000</b>	<b>\$0.000</b>
<b>Electric Service Billing</b>													
Service Charge	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00
Excess Reactive Demand Chg	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Demand charge	\$489,647.60	\$503,399.60	\$441,133.60	\$396,745.20	\$445,488.40	\$603,789.20	\$585,988.00	\$608,678.80	\$445,564.80	\$0.00	\$0.00	\$0.00	\$4,520,435.20
<b>Total Demand Cost</b>	<b>\$490,822.60</b>	<b>\$504,574.60</b>	<b>\$442,308.60</b>	<b>\$397,920.20</b>	<b>\$446,663.40</b>	<b>\$604,964.20</b>	<b>\$587,163.00</b>	<b>\$609,853.80</b>	<b>\$446,739.80</b>	<b>\$1,175.00</b>	<b>\$1,175.00</b>	<b>\$1,175.00</b>	<b>\$4,520,435.20</b>
<b>Energy Cost</b>													
Energy Cost	\$303,851.38	\$291,528.37	\$265,124.41	\$239,026.72	\$241,961.60	\$289,758.81	\$302,478.56	\$298,038.06	\$248,049.65	\$0.00	\$0.00	\$0.00	\$2,479,817.56
<b>Total Energy Cost</b>	<b>\$303,851.38</b>	<b>\$291,528.37</b>	<b>\$265,124.41</b>	<b>\$239,026.72</b>	<b>\$241,961.60</b>	<b>\$289,758.81</b>	<b>\$302,478.56</b>	<b>\$298,038.06</b>	<b>\$248,049.65</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,479,817.56</b>
<b>MISO Charges</b>													
Zonal Schedules 7-8-9	\$703.34	\$5,447.21	\$5,483.71	\$5,201.20	\$4,543.31	\$5,095.86	\$6,448.13	\$6,994.22	\$6,812.88	\$0.00	\$0.00	\$0.00	\$46,729.86
DC Schedule 7	\$15,885.72	\$15,139.00	\$13,151.41	\$14,725.46	\$13,551.25	\$15,574.36	\$17,474.16	\$18,802.64	\$18,757.55	\$0.00	\$0.00	\$0.00	\$143,061.55
DC Schedule 8	\$0.00	\$0.00	\$735.91	\$0.00	\$0.00	\$1,500.08	\$0.00	\$1,544.18	\$117.97	\$0.00	\$0.00	\$0.00	\$3,898.14
Scheduling, Control, dispatch schedule 1	\$94,707.97	\$107,411.46	\$108,131.15	\$102,560.38	\$89,587.74	\$100,483.30	\$127,148.27	\$137,916.29	\$134,340.62	\$0.00	\$0.00	\$0.00	\$1,002,287.18
Administrative schedule 10	\$4,171.52	\$3,607.89	\$2,943.64	\$3,917.78	\$3,225.55	\$3,595.78	\$3,852.13	\$3,360.86	\$4,011.05	\$0.00	\$0.00	\$0.00	\$32,686.20
DC Administrative Schedule 35	\$509.31	\$424.46	\$332.35	\$472.84	\$452.36	\$419.14	\$446.62	\$333.06	\$412.90	\$0.00	\$0.00	\$0.00	\$3,803.04
Transmission Schedule 26	\$19,572.17	\$23,109.38	\$23,264.22	\$22,065.68	\$19,274.64	\$21,618.80	\$27,355.72	\$29,672.44	\$28,903.14	\$0.00	\$0.00	\$0.00	\$214,836.19
MVP- Schedule 26A	\$29,612.91	\$29,499.83	\$27,038.72	\$28,505.26	\$23,011.56	\$27,464.70	\$32,268.58	\$42,298.37	\$35,008.19	\$0.00	\$0.00	\$0.00	\$274,708.12
NERC ALERT - Sch 45	\$10,598.56	\$10,752.94	\$9,424.38	\$10,289.81	\$8,929.27	\$10,654.98	\$12,254.25	\$13,534.25	\$13,006.41	\$0.00	\$0.00	\$0.00	\$99,444.85
<b>Total MISO Cost</b>	<b>\$175,761.50</b>	<b>\$195,392.17</b>	<b>\$190,505.49</b>	<b>\$187,738.41</b>	<b>\$162,575.68</b>	<b>\$186,407.00</b>	<b>\$227,247.86</b>	<b>\$254,456.31</b>	<b>\$241,370.71</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,821,455.13</b>
<b>Ancillary Charges</b>													
reactive supply,volt control sch 2	\$3,928.99	\$4,268.16	\$4,296.76	\$4,075.40	\$3,559.91	\$3,992.86	\$5,052.43	\$5,480.32	\$5,338.23	\$0.00	\$0.00	\$0.00	\$39,993.06
Regulation & Frequency schedule 3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Operating reserve Schedule 5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Operating Reserve Schedule 6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Ancillary Cost</b>	<b>\$3,928.99</b>	<b>\$4,268.16</b>	<b>\$4,296.76</b>	<b>\$4,075.40</b>	<b>\$3,559.91</b>	<b>\$3,992.86</b>	<b>\$5,052.43</b>	<b>\$5,480.32</b>	<b>\$5,338.23</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$39,993.06</b>
<b>Monthly Energy Adj (Budget)</b>													
Monthly Energy Adj (Budget)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Monthly Energy Adj Tru-UP Prior month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$219,070.77)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$219,070.77)
Resale Energy Adjustment	\$59,064.69	\$96,075.61	\$144,696.42	\$61,917.73	\$168,712.55	\$70,886.00	\$294,618.38	\$197,799.11	\$225,848.21	\$0.00	\$0.00	\$0.00	\$1,319,618.70
<b>Total Monthly Energy Tru-Up Cost</b>	<b>\$59,064.69</b>	<b>\$96,075.61</b>	<b>\$144,696.42</b>	<b>\$61,917.73</b>	<b>\$168,712.55</b>	<b>\$70,886.00</b>	<b>\$75,547.61</b>	<b>\$197,799.11</b>	<b>\$225,848.21</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,100,547.93</b>
<b>Subtotal Electric Billing</b>													
Subtotal Electric Billing	\$1,033,429.16	\$1,091,838.91	\$1,046,931.68	\$890,678.46	\$1,023,473.14	\$1,156,008.87	\$1,197,489.46	\$1,365,627.60	\$1,167,346.60	\$1,175.00	\$1,175.00	\$1,175.00	\$99,444.85
<b>Effective ELECT Rate (¢/kWh)</b>	<b>7.06</b>	<b>7.77</b>	<b>8.19</b>	<b>7.73</b>	<b>8.78</b>	<b>8.28</b>	<b>8.21</b>	<b>9.51</b>	<b>9.77</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>8.35</b>



	January	February	March	April	May	June	July	August	September	October	November	December	
<u>2017</u>	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Total
<b>Billing Units</b>													
Demand (kW) (15 minute)	29,024	26,296	25,092	22,680	21,796	24,072	28,864	27,880	25,552	22,496	24,816	27,952	306,520
Coincident Peak (60 Minute) prior month	27,297	28,099	25,377	24,728	21,282	19,704	21,949	26,232	27,386	25,203	21,332	23,174	291,763
Energy (kWh)	16,128,880	13,698,800	14,661,080	12,579,120	12,332,320	12,691,160	14,230,240	13,495,160	12,488,000	12,602,640	13,996,160	16,072,480	164,976,040
<b>Subtotal Monthly Electric Billing</b>	<b>\$1,058,994.84</b>	<b>\$968,046.45</b>	<b>\$939,499.78</b>	<b>\$857,021.91</b>	<b>\$819,654.10</b>	<b>\$815,694.09</b>	<b>\$968,327.50</b>	<b>\$967,659.02</b>	<b>\$990,570.79</b>	<b>\$856,934.73</b>	<b>\$868,626.70</b>	<b>\$996,109.80</b>	<b>\$11,107,139.71</b>
Allocation of MP contract extension lump sum payment \$1,440,125 (3.42xkW)	(\$23,725.16)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$23,725.16)
Coincident Peak Corrections (Sept 2016, Oct 2016, Jan 2017, Feb 2017)	\$0.00	\$0.00	\$0.00	(\$27,219.58)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$27,219.58)
2016 non-fuel energy true-up	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$17,264.89)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$17,264.89)
FERC ROE Adjustment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$47,348.89)	\$0.00	\$0.00	\$0.00	(\$47,348.89)
<b>Total Electric billing</b>	<b>\$1,035,269.68</b>	<b>\$968,046.45</b>	<b>\$939,499.78</b>	<b>\$829,802.33</b>	<b>\$819,654.10</b>	<b>\$815,694.09</b>	<b>\$951,062.61</b>	<b>\$967,659.02</b>	<b>\$943,221.90</b>	<b>\$856,934.73</b>	<b>\$868,626.70</b>	<b>\$996,109.80</b>	<b>\$10,991,581.19</b>
<b>Effective Electric Rate (¢/kWh)-2017</b>	<b>6.42</b>	<b>7.07</b>	<b>6.41</b>	<b>6.60</b>	<b>6.65</b>	<b>6.43</b>	<b>6.68</b>	<b>7.17</b>	<b>7.55</b>	<b>6.80</b>	<b>6.21</b>	<b>6.20</b>	<b>6.66</b>
<u>2018</u>	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Total
<b>Billing Units</b>													
Demand (kW) (15 minute)	28,000	26,324	23,284	23,040	28,464	26,732	27,988	29,960	24,428	21,484	24,260	25,248	309,212
Coincident Peak (60 Minute) prior month	27,362	26,325	25,465	20,956	22,708	24,906	26,545	27,011	29,583	22,146	19,646	22,417	295,070
Energy (kWh)	16,104,840	14,088,000	13,698,400	12,598,560	12,377,840	12,671,200	14,388,280	14,053,240	12,089,880	12,669,920	13,683,680	14,494,720	162,918,560
<b>Subtotal Monthly Electric Billing</b>	<b>\$1,008,276.39</b>	<b>\$929,069.32</b>	<b>\$857,969.31</b>	<b>\$815,103.88</b>	<b>\$887,512.86</b>	<b>\$905,085.72</b>	<b>\$1,015,563.63</b>	<b>\$1,082,068.24</b>	<b>\$968,467.12</b>	<b>\$855,712.32</b>	<b>\$893,553.43</b>	<b>\$950,411.28</b>	<b>\$11,168,793.50</b>
<b>Total Electric billing</b>	<b>\$1,008,276.39</b>	<b>\$929,069.32</b>	<b>\$857,969.31</b>	<b>\$815,103.88</b>	<b>\$887,512.86</b>	<b>\$905,085.72</b>	<b>\$1,015,563.63</b>	<b>\$1,082,068.24</b>	<b>\$968,467.12</b>	<b>\$855,712.32</b>	<b>\$893,553.43</b>	<b>\$950,411.28</b>	<b>\$11,168,793.50</b>
<b>Effective Electric Rate (¢/kWh)-2018</b>	<b>6.26</b>	<b>6.59</b>	<b>6.26</b>	<b>6.47</b>	<b>7.17</b>	<b>7.14</b>	<b>7.06</b>	<b>7.70</b>	<b>8.01</b>	<b>6.75</b>	<b>6.53</b>	<b>6.56</b>	<b>6.86</b>
<u>2019</u>	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Total
<b>Billing Units</b>													
Demand (kW) (15 minute)	28,452	26,204	24,420	21,872	21,656	24,392	29,488	27,460	23,224	21,744	24,352	26,296	299,560
Coincident Peak (60 Minute) prior month	23,154	27,522	24,462	24,218	21,047	16,833	20,816	27,001	26,166	20,057	20,208	24,268	275,752
Energy (kWh)	15,812,960	13,941,120	13,717,120	11,958,440	11,673,240	11,762,160	14,229,320	13,165,240	11,707,120	12,512,280	13,385,120	14,791,920	158,656,040
<b>Subtotal Monthly Electric Billing</b>	<b>\$1,053,751.23</b>	<b>\$1,010,360.57</b>	<b>\$981,822.62</b>	<b>\$889,235.62</b>	<b>\$808,349.83</b>	<b>\$807,740.69</b>	<b>\$1,029,100.82</b>	<b>\$1,105,540.11</b>	<b>\$894,440.27</b>	<b>\$804,293.15</b>	<b>\$846,922.55</b>	<b>\$979,651.63</b>	<b>\$11,211,209.09</b>
<b>Total Electric billing</b>	<b>\$1,053,751.23</b>	<b>\$1,010,360.57</b>	<b>\$981,822.62</b>	<b>\$889,235.62</b>	<b>\$808,349.83</b>	<b>\$807,740.69</b>	<b>\$1,029,100.82</b>	<b>\$1,105,540.11</b>	<b>\$894,440.27</b>	<b>\$804,293.15</b>	<b>\$846,922.55</b>	<b>\$979,651.63</b>	<b>\$11,211,209.09</b>
<b>Effective Electric Rate (¢/kWh)-2019</b>	<b>6.66</b>	<b>7.25</b>	<b>7.16</b>	<b>7.44</b>	<b>6.92</b>	<b>6.87</b>	<b>7.23</b>	<b>8.40</b>	<b>7.64</b>	<b>6.43</b>	<b>6.33</b>	<b>6.62</b>	<b>7.07</b>
<u>2020</u>	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Total
<b>Billing Units</b>													
Demand (kW) (15 minute)	25,820	26,084	22,276	20,208	21,304	28,076	30,004	27,396	22,248	22,120	23,148	24,920	293,604
Coincident Peak (60 Minute) prior month	21,256	25,165	24,794	20,160	19,622	16,126	25,732	26,890	23,642	21,458	20,745	22,348	267,938
Energy (kWh)	14,953,360	13,748,200	13,045,600	11,386,520	10,930,160	12,166,160	14,493,320	13,814,240	11,815,720	12,889,520	12,731,240	14,505,080	156,479,120
<b>Subtotal Monthly Electric Billing</b>	<b>\$932,922.78</b>	<b>\$927,593.49</b>	<b>\$818,790.19</b>	<b>\$715,990.86</b>	<b>\$707,281.69</b>	<b>\$886,022.04</b>	<b>\$1,130,010.36</b>	<b>\$1,116,334.81</b>	<b>\$939,205.78</b>	<b>\$938,660.49</b>	<b>\$948,252.06</b>	<b>\$1,009,194.27</b>	<b>\$11,070,258.82</b>
<b>Total Electric billing</b>	<b>\$932,922.78</b>	<b>\$927,593.49</b>	<b>\$818,790.19</b>	<b>\$715,990.86</b>	<b>\$707,281.69</b>	<b>\$886,022.04</b>	<b>\$1,130,010.36</b>	<b>\$1,116,334.81</b>	<b>\$939,205.78</b>	<b>\$938,660.49</b>	<b>\$948,252.06</b>	<b>\$1,009,194.27</b>	<b>\$11,070,258.82</b>
<b>Effective Electric Rate (¢/kWh)-2020</b>	<b>6.24</b>	<b>6.75</b>	<b>6.28</b>	<b>6.29</b>	<b>6.47</b>	<b>7.28</b>	<b>7.80</b>	<b>8.08</b>	<b>7.95</b>	<b>7.28</b>	<b>7.45</b>	<b>6.96</b>	<b>7.07</b>
<u>2021</u>	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Total
<b>Billing Units</b>													
Demand (kW) (15 minute)	25,636	26,356	23,096	20,772	23,324	31,612	30,680	31,868	23,328	0	0	0	236,672
Coincident Peak (60 Minute) prior month	24,253	23,581	23,739	22,516	19,668	22,060	27,914	30,278	29,493	0	0	0	223,502
Energy (kWh)	14,643,440	14,049,560	12,777,080	11,519,360	11,660,800	13,964,280	14,577,280	14,363,280	11,954,200	0	0	0	119,509,280
<b>Subtotal Monthly Electric Billing</b>	<b>\$1,033,429.16</b>	<b>\$1,091,838.91</b>	<b>\$1,046,931.68</b>	<b>\$890,678.46</b>	<b>\$1,023,473.14</b>	<b>\$1,156,008.87</b>	<b>\$1,197,489.46</b>	<b>\$1,365,627.60</b>	<b>\$1,167,346.60</b>	<b>\$1,175.00</b>	<b>\$1,175.00</b>	<b>\$1,175.00</b>	<b>\$9,976,348.88</b>
<b>Total Electric billing</b>	<b>\$1,033,429.16</b>	<b>\$1,091,838.91</b>	<b>\$1,046,931.68</b>	<b>\$890,678.46</b>	<b>\$1,023,473.14</b>	<b>\$1,156,008.87</b>	<b>\$1,197,489.46</b>	<b>\$1,365,627.60</b>	<b>\$1,167,346.60</b>	<b>\$1,175.00</b>	<b>\$1,175.00</b>	<b>\$1,175.00</b>	<b>\$9,976,348.88</b>
<b>Effective Electric Rate (¢/kWh)-2020</b>	<b>7.06</b>	<b>7.77</b>	<b>8.19</b>	<b>7.73</b>	<b>8.78</b>	<b>8.28</b>	<b>8.21</b>	<b>9.51</b>	<b>9.77</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>8.35</b>



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## ELECTRIC DEPARTMENT MONTHLY REPORT October 2021 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**

- The attached eReliability report shows that we had 8 outages during the month.

### **Projects Performed Last Month**

- New, existing service work
- Grand Rapids Riverfest
- Outage Management System
  - Will be used to track outage and other calls from customers
  - Internal and external facing outage map
  - Connected to automated metering infrastructure, meters report outages automatically and populates outage map
  - Currently configuring software, making connections to customer information system, GIS, automated metering infrastructure system, Cooperative Response System (call center)

### **Projects Scheduled for This Month**

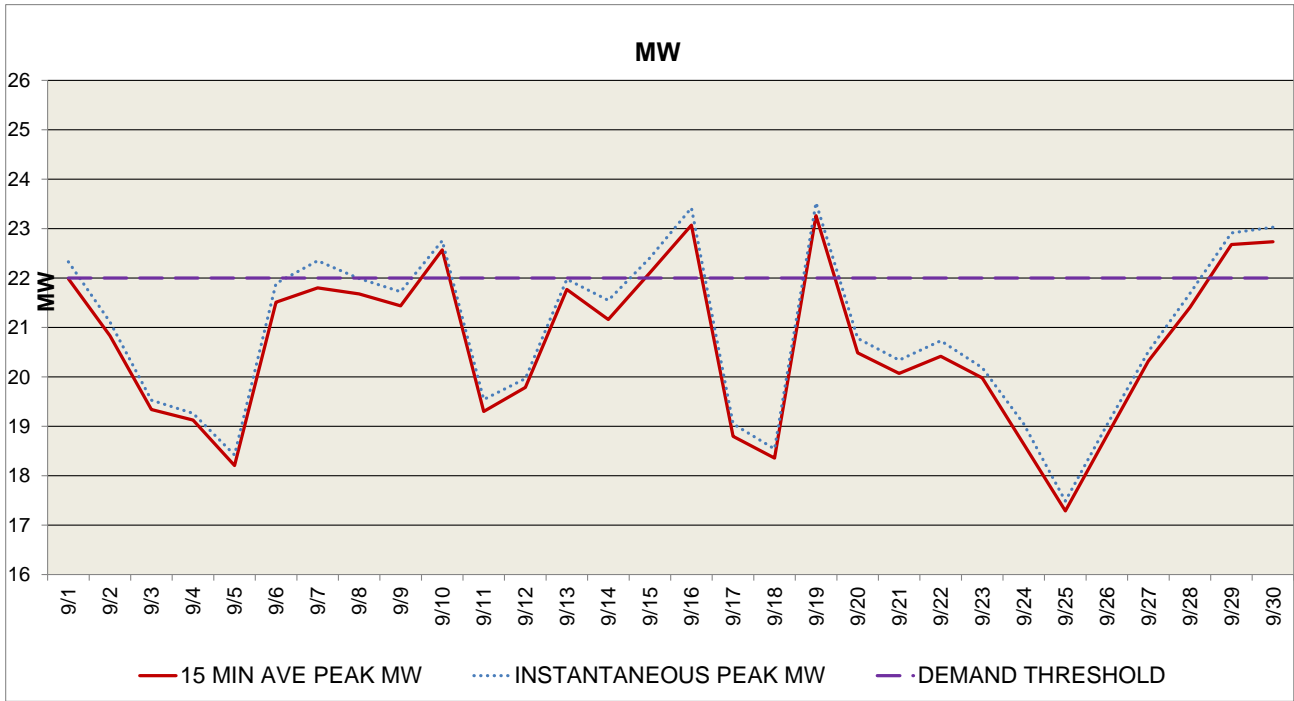
- Policies, procedures
- Capital projects – new electric reclosers, gateway modems
- Solar plus Battery Storage project
  - New high voltage switch installed for connection to GRPU grid
  - Working with MN Power on demand response system coordination
  - 15% complete with solar module installation, 75% of modules delivered
  - Testing to start later in October
  - Battery delivery delayed by 3-4 weeks, expected commissioning early to mid-November

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GRAND RAPIDS PUBLIC UTILITIES COMMISSION				
SEPTEMBER 2021 LOAD MANAGEMENT SYSTEM REPORT				
Sep-21	INST PK MW	15 MIN AVE PK MW	MW DEMAND THRESHOLD	CONTROLLED DAYS
Minimum	17.49	17.29	22.00	
Maximum	23.52	23.26	22.00	
Average	20.90	20.63	22.00	
Total				3

Savings due to active load management system for month of September 2021 estimated at \$9550



## GRAND RAPIDS PUBLIC UTILITIES COMMISSION DAILY POWER USAGE

Sep-21	INST PK MW	15 MIN AVE PK MW	MW DEMAND THRESHOLD	CONTROLLED DAYS
9/1	22.33	21.99	22.00	0.0
9/2	21.11	20.83	22.00	-1.2
9/3	19.53	19.34	22.00	-2.7
9/4	19.26	19.13	22.00	-2.9
9/5	18.42	18.21	22.00	-3.8
9/6	21.89	21.51	22.00	-0.5
9/7	22.35	21.80	22.00	-0.2
9/8	21.99	21.68	22.00	-0.3
9/9	21.72	21.44	22.00	-0.6
9/10	22.76	22.57	22.00	0.6
9/11	19.54	19.30	22.00	-2.7
9/12	19.97	19.79	22.00	-2.2
9/13	21.98	21.77	22.00	-0.2
9/14	21.55	21.16	22.00	-0.8
9/15	22.41	22.11	22.00	0.1
9/16	23.42	23.07	22.00	1.1
9/17	19.05	18.80	22.00	-3.2
9/18	18.54	18.36	22.00	-3.6
9/19	23.52	23.26	22.00	1.3
9/20	20.78	20.48	22.00	-1.5
9/21	20.34	20.07	22.00	-1.9
9/22	20.73	20.42	22.00	-1.6
9/23	20.19	19.98	22.00	-2.0
9/24	19.05	18.64	22.00	-3.4
9/25	17.49	17.29	22.00	-4.7
9/26	19.02	18.81	22.00	-3.2
9/27	20.51	20.32	22.00	-1.7
9/28	21.69	21.41	22.00	-0.6
9/29	22.91	22.68	22.00	0.7
9/30	23.03	22.74	22.00	0.7
Minimum	17.49	17.29	22.00	
Maximum	23.52	23.26	22.00	
Average	20.90	20.63	22.00	
Total				3
		Peak Demand Day		Controlled Day

# Monthly Report - Grand Rapids Public Utilities Commission

# Grand Rapids Public Utilities Commission

<b>Year</b> 2021	<b>Minimum duration</b> 	<b>Substation</b> -----
<b>Month</b> 09 - September	<b>Maximum duration</b> 	<b>Circuit</b> -----
<b>Annual Report?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No	<b>Top-level Cause</b> -----	<b>Remove Major Events?</b> -----

## IEEE 1366 Statistics

Metric	Sep 2021	Sep 2020
SAIDI	3.838	38.109
SAIFI	0.0537	0.488
CAIDI	71.473	78.167
ASAI	99.9908%	99.9087%
Momentary Interruptions	0	0
Sustained Interruptions	8	11

## Circuit Ranking - Worst Performing

## Ranked by Outage Count

Circuit	Substation	Number of Outages
Feeder 320	Main Substation	3
Feeder 328	Main Substation	3
Feeder 327	Main Substation	1

## Ranked by Customer Interruptions

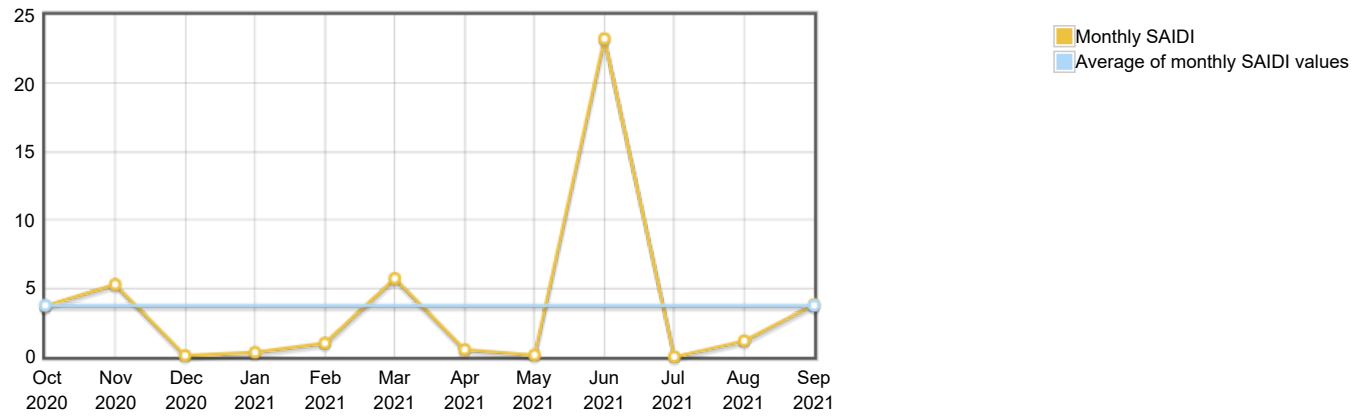
Circuit	Substation	Customer Interruptions
Feeder 328	Main Substation	350
Feeder 320	Main Substation	50
Feeder 327	Main Substation	2

## Ranked by Customer Minutes of Duration

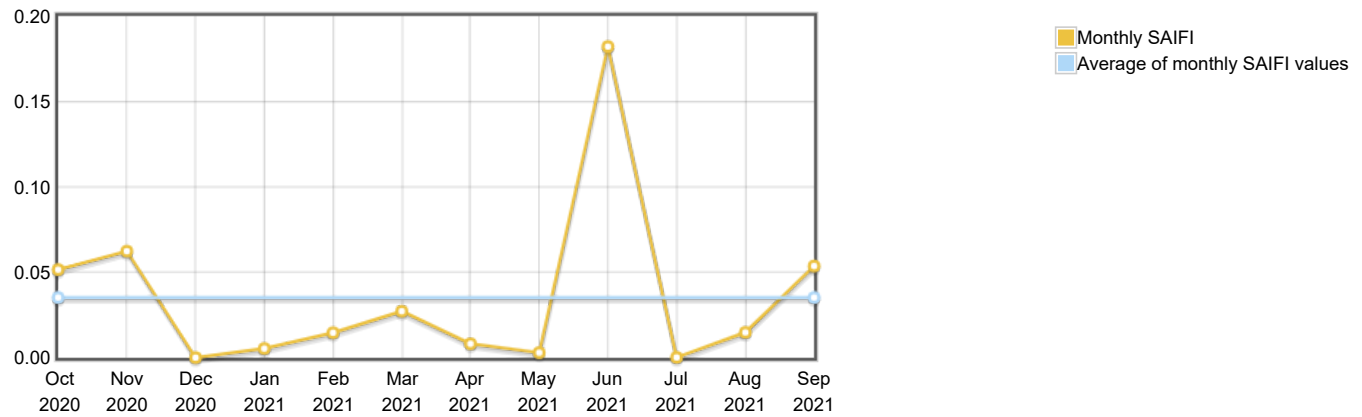
Circuit	Substation	Customer Minutes of Duration
Feeder 328	Main Substation	24,390
Feeder 320	Main Substation	4,290
Feeder 327	Main Substation	64

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Historical Monthly SAIDI Chart



Historical Monthly SAIFI Chart





### Causes Ranked by Count



Cause	Count
Squirrel	3
Electrical Failure	3
Unknown	1

### Causes Ranked by Duration



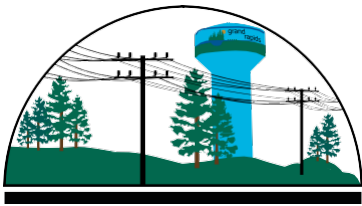
Cause	Duration
Squirrel	20,628
Unknown	4,992
Electrical Failure	3,124

Top 8 Outages for the Month

Address	Customers Interrupted	Duration	Customer Minutes of Interruption	Cause	Start Date
RIVER RD LCP ANEX WO# 182239	242	69	16,698	Squirrel	09/06/2021
DAVIS RD WO# 182244	78	64	4,992	Bad arrestor	09/16/2021
ALLEY 10th & 11th AVE SW WO# 181889	43	90	3,870	Squirrel	09/03/2021
RIVER RD LCP AREA WO# 182463	30	90	2,700	Bad arrestor	09/20/2021
14 SE 4th ST WO# 182957	6	60	360	Damaged wire	09/26/2021
2821 ALICE ST WO# 182241	2	32	64	Bad wire	09/14/2021
2168 MISHAWAKA RD WO# 182466	1	60	60	Squirrel	09/26/2021
3 IRENE RD WO# 182464	1	60	60	Fire	09/25/2021

Total Customers Affected for the Month:	<b>403</b>
Average Customers Affected per Outage:	<b>50.375</b>





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## WATER & WASTEWATER DEPARTMENT MONTHLY REPORT October 2021 Commission Meeting

### Safety

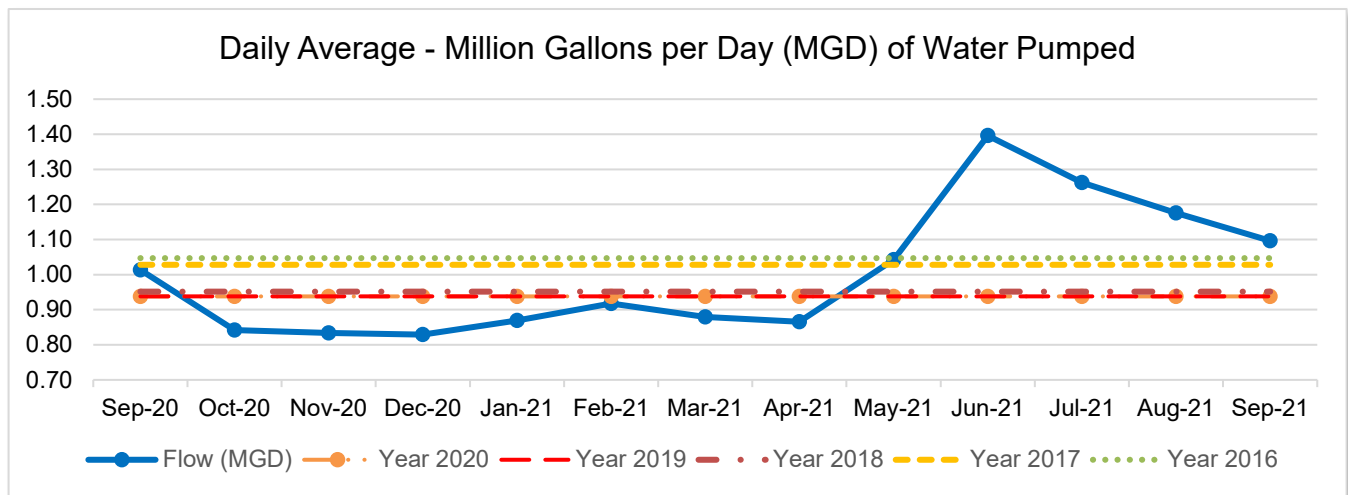
There were no OSHA recordable accidents last month.

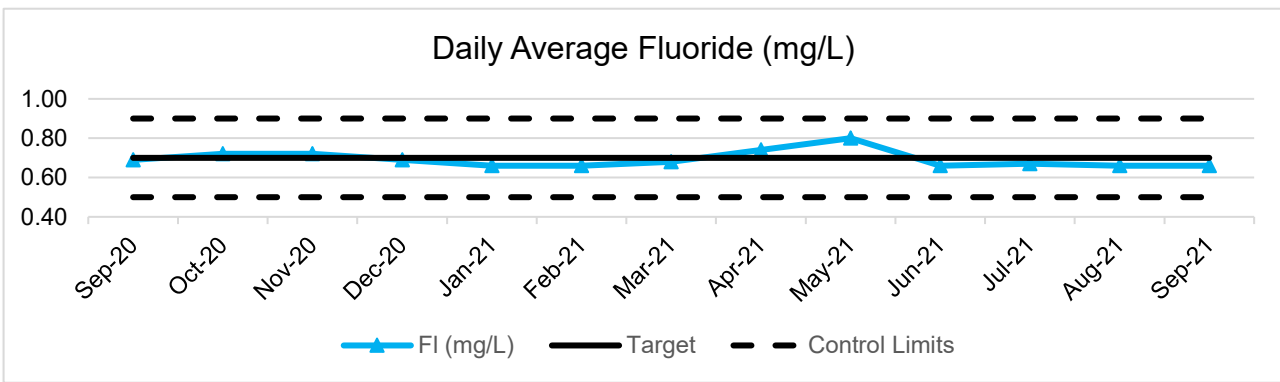
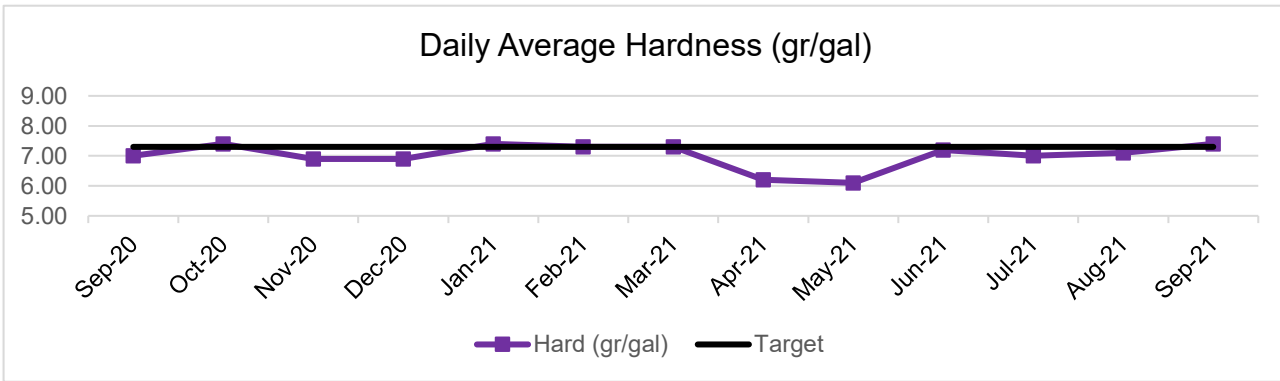
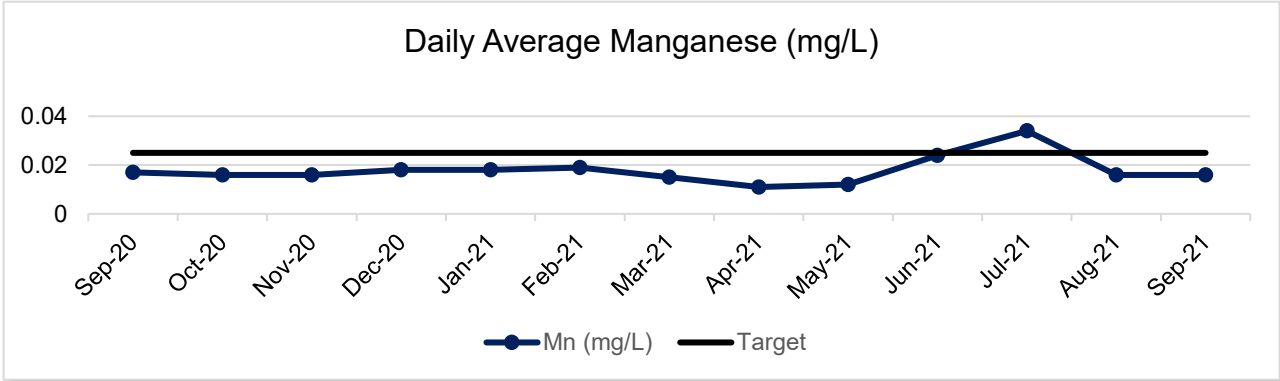
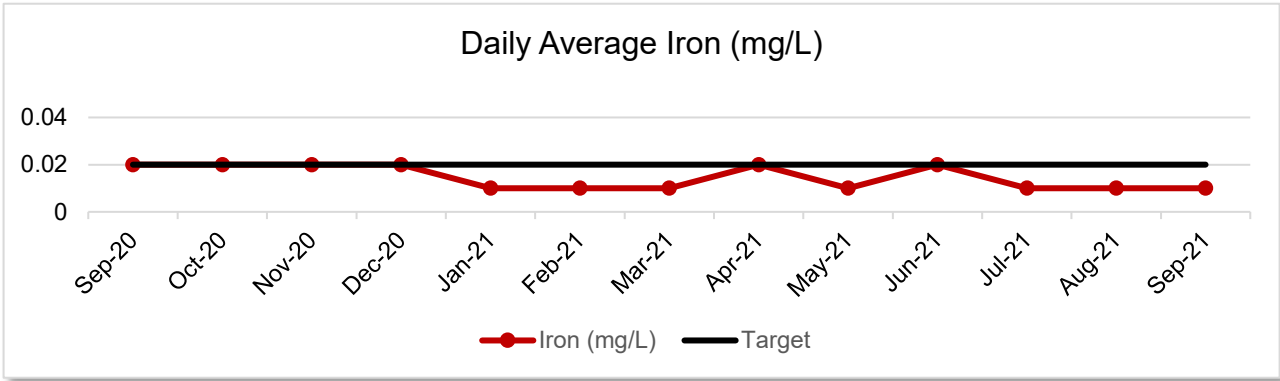
### Topic of the Month

Hydrant flushing recap

### WTP Operations

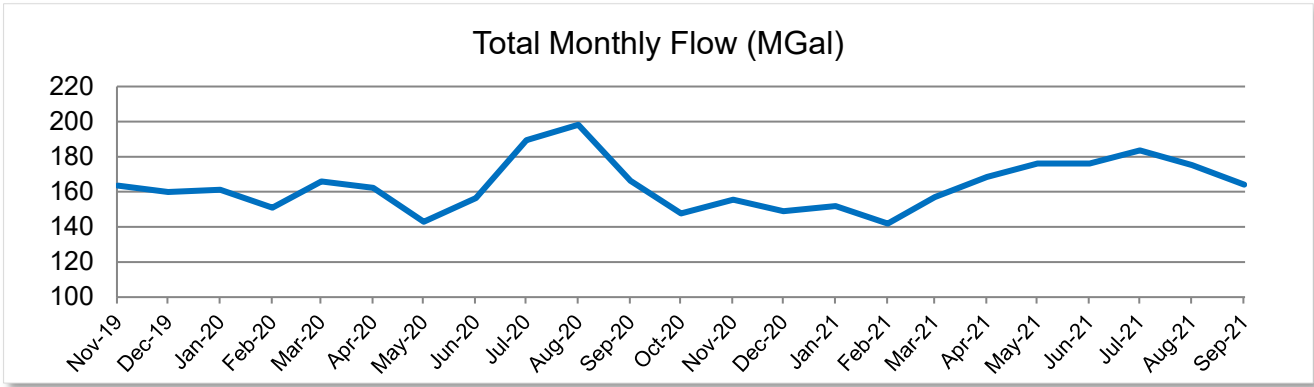
The water plant pumped an average of 1.10 million gallons of water per day (MGD) with a peak of 1.65 million gallons during last month.



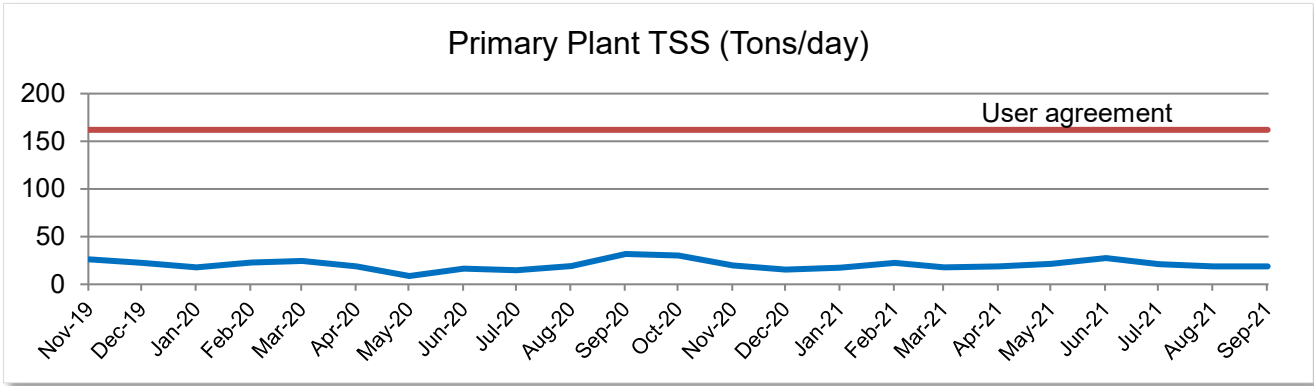


## WWTP Operations

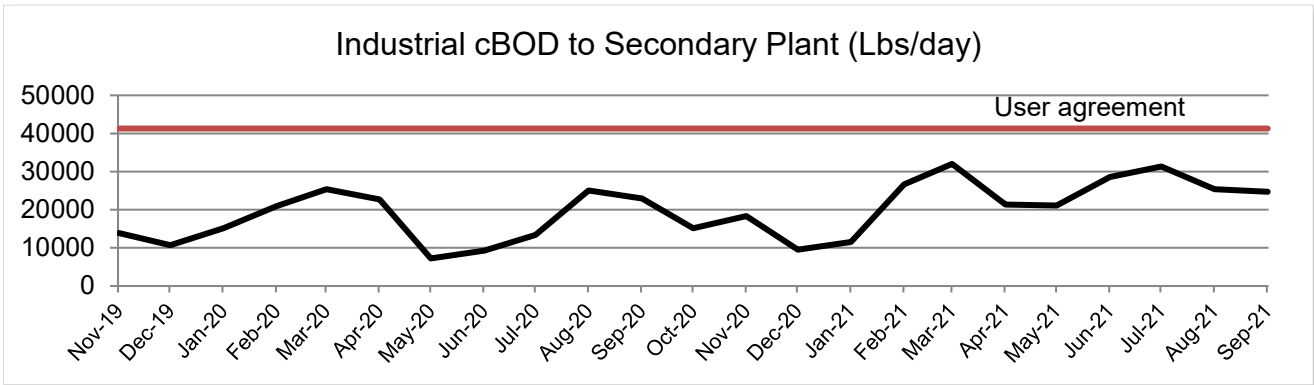
The Wastewater Treatment Plant (WWTP) met all National Pollutant Discharge Elimination System (NPDES) permit requirements last month. We treated 164 million gallons of water removing 99.8% of the Total Suspended Solids (TSS) and 99.8% Biochemical Oxygen Demand (cBOD).

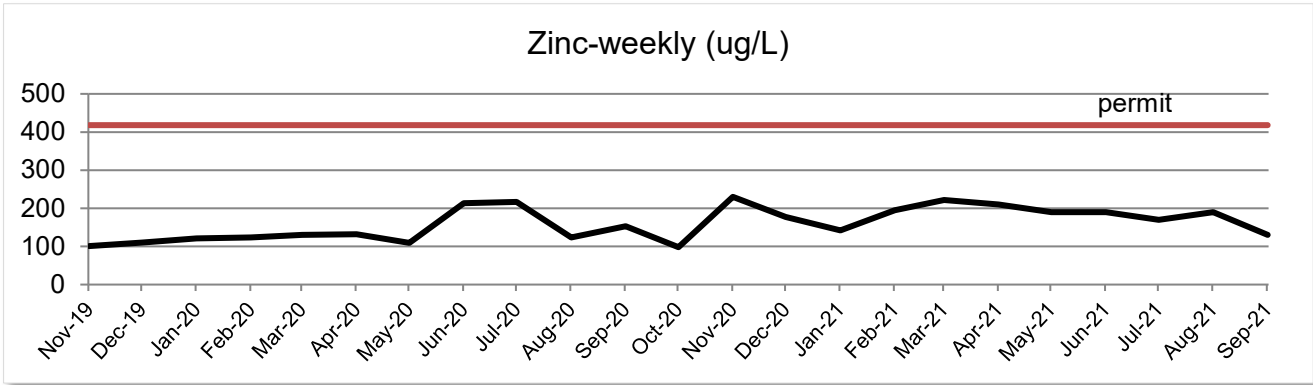


	Design Limits (monthly AVG)	Actual Results
<b>Primary Plant</b>		
Flow (MGD)	13.25	4.3
TSS (Tons/day)	162	18.7
TSS Peak (Tons/Day)	284	47.1

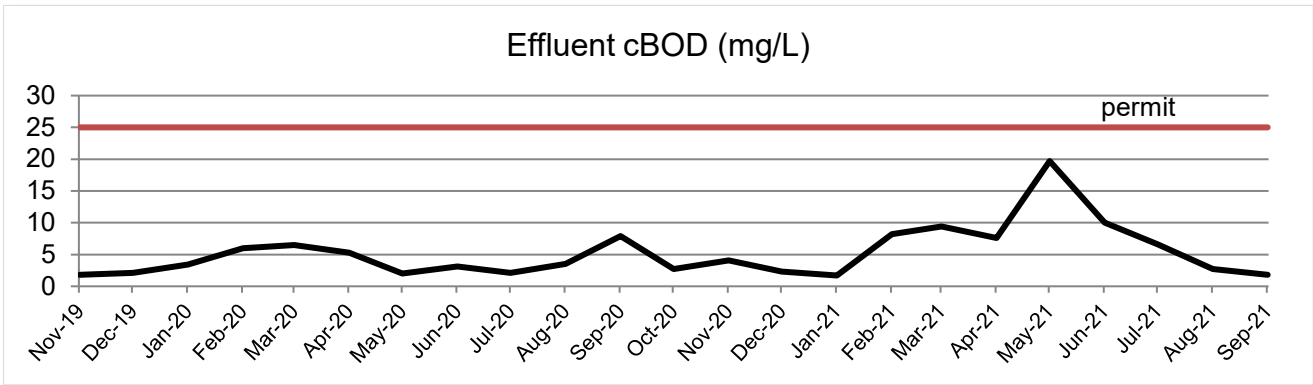
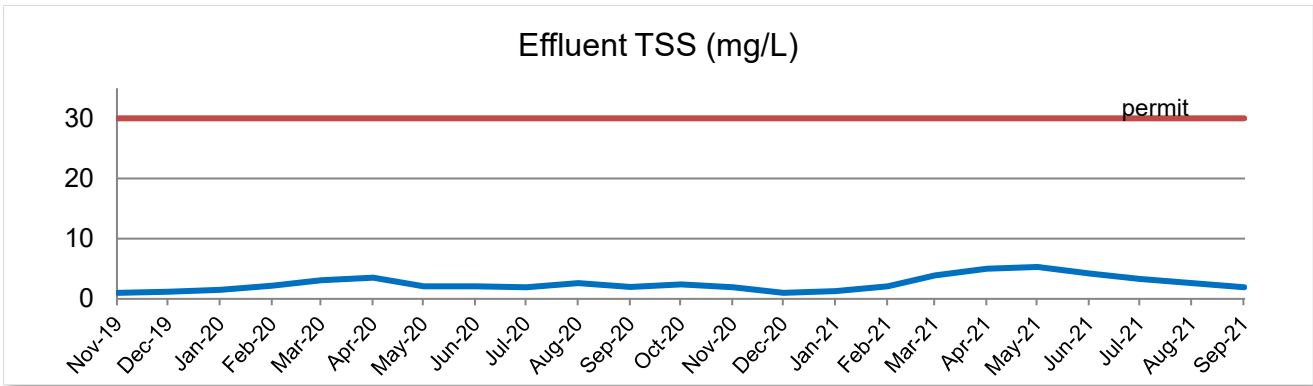


	Design Limits (monthly AVG)	Actual Results
<b>Secondary Plant</b>		
Flow (MGD)	15.25	5.5
cBOD (lbs/Day)	41,300	27,347
Peak cBOD (lbs/Day)	57,350	42,782
Zinc-weekly (ug/L)	418	130
% GRPUC		29.1%



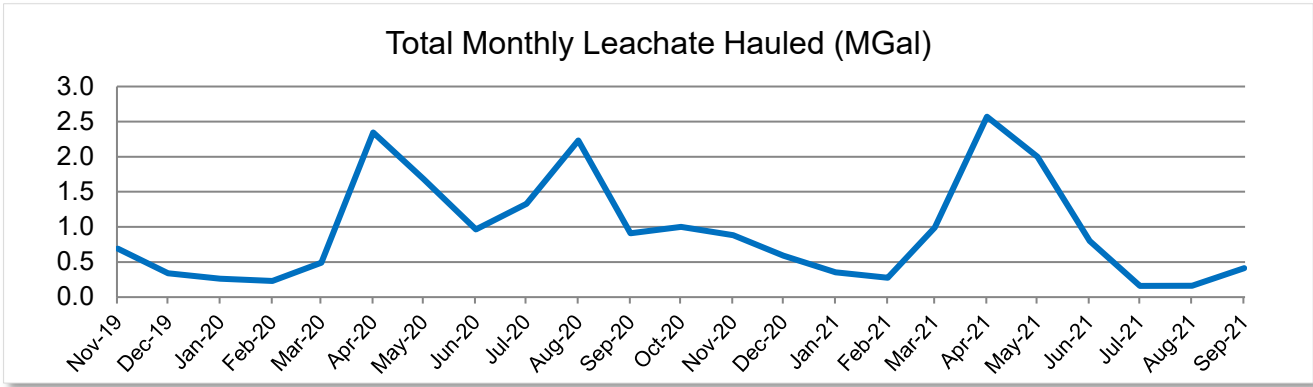


	Permit Limits (monthly AVG)	Actual Results
<u>Effluent</u>		
TSS (mg/L) – monthly average	30	1.9
cBOD (mg/L) – monthly average	25	1.8
Dissolved Oxygen (mg/L)	>1.0	5.6



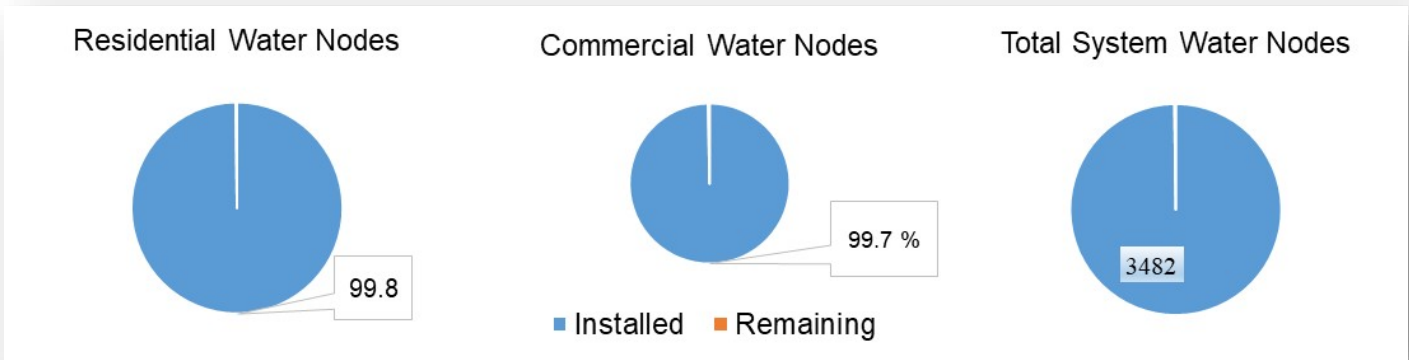
### Sludge Landfill Operations

- 0.41 million gallons of leachate were hauled last month
- 2,856 cubic yards of sludge solids were hauled to the landfill



**AMI Water Install Last Month**

We installed 1 water nodes and/or meters in residential routes. We currently have 3482 (99%) active water nodes installed in the system.



**Projects Performed Last Month**

- Completed water fountain project at service center
- Completed annual hydrant flushing
- Oil changes on aeration basin mixers

**Projects Scheduled for This Month**

- Continue quadrant jetting and televising
- Outfall Pipe Improvements capital project
- Rebuild screen house pump



## GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

---

**AGENDA DATE:** October 12, 2021

**AGENDA ITEM:** Consider a motion to adopt Resolution No, 10-12-21-10 Supporting And Authorizing Submission Of An Application To Minnesota Management And Budget Requesting Funds From The 2022 State Appropriation Funded From State General Bonds For Design And Construction Of The Grand Rapids Public Utilities Water Treatment Plant Renovation Project In Grand Rapids, Minnesota.

**PREPARED BY:** Christine Flannigan, Administrative/HR Assistant

---

### **BACKGROUND:**

As part of the funding of our Water Treatment Plant capital improvements, we are seeking state bonding bill monies in the amount of \$2.5M (50% of total cost of the project). Staff presented the project and need to the Senate Bonding Committee in September at the Water Treatment Plant. This resolution is part of the application for funds process.

### **RECOMMENDATION:**

Consider a motion to adopt Resolution No, 10-12-21-10 Supporting And Authorizing Submission Of An Application To Minnesota Management And Budget Requesting Funds From The 2022 State Appropriation Funded From State General Bonds For Design And Construction Of The Grand Rapids Public Utilities Water Treatment Plant Renovation Project In Grand Rapids, Minnesota.



**GRAND RAPIDS PUBLIC UTILITIES COMMISSION  
RESOLUTION NO. 10-12-21-10**

**RESOLUTION SUPPORTING AND AUTHORIZING SUBMISSION OF AN APPLICATION TO MINNESOTA MANAGEMENT AND BUDGET REQUESTING FUNDS FROM THE 2022 STATE APPROPRIATION FUNDED FROM STATE GENERAL BONDS FOR DESIGN AND CONSTRUCTION OF THE GRAND RAPIDS PUBLIC UTILITIES WATER TREATMENT PLANT RENOVATION PROJECT IN GRAND RAPIDS, MINNESOTA.**

WHEREAS, Minnesota Statutes section 16A.86 sets out the process by which local governments may request state bond appropriations for capital improvement projects; and

WHEREAS, Local governments are invited to submit capital budget requests to Minnesota Management and Budget (MMB); and

WHEREAS, the Grand Rapids Public Utilities Commission has submitted the Project Overview Form to MMB requesting funds be included in the 2022 bonding bill for the design and construction of the Grand Rapids Public Utilities Water Treatment Plant Renovation Project; and

WHEREAS, the Grand Rapids Public Utilities Water Treatment Plant serves the region by providing public water for approximately 3,400 residential and commercial customers, one industrial customer, the City of LaPrairie, and Itasca Community College/University of Minnesota campus; and

WHEREAS, the Grand Rapids Public Utilities Commission has determined that improvements will have a positive economic impact on the community and our region; and

WHEREAS, requests for appropriations funded from state general obligation bonds must be accompanied by a resolution of the governing body of the applicant;

NOW THEREFORE BE IT RESOLVED that the Grand Rapids Public Utilities Commission authorizes the submission of a request for 2022 state appropriations funded from state general obligation bonds to assist with this project of state and regional significance and assigns it the top priority.

Adopted this 12th day of October, 2021.

\_\_\_\_\_,  
President Grand Rapids Public Utilities Commission

Attest:

\_\_\_\_\_,  
Commissioner Grand Rapids Public Utilities Commission

## CERTIFICATION

I, Julie A. Kennedy, the General Manager of the Public Utilities Commission of Grand Rapids, Minnesota, do hereby certify that the attached copy of Resolution No. 10-12-21-10, adopted on October 12, 2021, is a true and correct copy of the original.

---

Its General Manager



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# GRAND RAPIDS WATER TREATMENT PLANT RENOVATION PROJECT

500 SE Fourth Street • Grand Rapids, Minnesota 55744

## Project Summary

The proposed Grand Rapids Water Treatment Plant Renovation Project includes the necessary upgrades to provide the thriving greater Grand Rapids community with reliable, affordable, high-quality, potable water.



## Project Background

- ❖ Grand Rapids Public Utilities (GRPU) provides water service to the cities of Grand Rapids and LaPrairie, and the Itasca Community College/University of Minnesota campus. The population served is ~12,000.
- ❖ The water system relies on five wells and one treatment plant to produce one to two million gallons per day. Treatment consists of aeration, gravity filtration, fluoridation, and zeolite ion exchange for softening.
- ❖ GRPU conducted a Comprehensive Water Plan in 2020 that analyzed the existing water system facilities and evaluated the future needs based on projected growth within the City of Grand Rapids.
- ❖ Expected growth and redevelopment, in and around Grand Rapids, would add approximately 5,600 people and a significant expansion of commercial and industrial users to the GRPU water system.
- ❖ The existing 33-year-old treatment facility, with its original equipment, has served the community well for three decades, but it is reaching the end of its useful life and an upgrade is vital to ensure the ability to serve the future demands of the growing Grand Rapids community without suffering water shortfalls.
- ❖ The 1987 treatment building itself is sound; however, it needs a new roof, HVAC and lighting upgrades.
- ❖ Pre-design investigation shows that through thoughtful process and equipment upgrades, the increased capacity needed can be obtained within the footprint of the existing facilities with this Renovation Project.
- ❖ The Project includes upgrading well pumps to increase well efficiency, and secure well houses will be constructed at two wells as identified in the recent America's Water Infrastructure Act (AWIA) audit.
- ❖ The Project includes upgrades to equipment that has far lower efficiencies than today's pumps. High efficiency pumps with VFDs will not only increase capacity, but will also increase the energy efficiency of the treatment operations and provide an electric bill savings of over \$1,200 per month.
- ❖ The Project includes replacing the outdated motor control center and SCADA instrumentation with modern equipment to help reduce maintenance downtime, improve reliability, and lower operating costs.

# GRAND RAPIDS WATER TREATMENT PLANT RENOVATION PROJECT

## Project Timeline

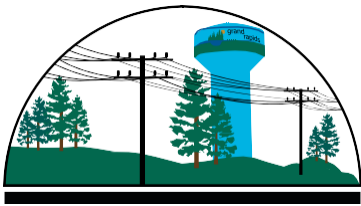
❖ Preliminary Design	August 2021 to February 2022
❖ Design	March 2022 to August 2022
❖ Contractor Bidding and Procurement	September 2022 to October 2022
❖ Construction	November 2022 to December 2023

## Project Cost & Funding

❖ Opinion of cost based on preliminary design	\$5,170,000
❖ GRPU funds (CAPEX replacement funds, rate revenue, bonds)	\$2,670,000
❖ Funding needed	\$2,500,000

## Project Need

- ❖ Grand Rapids is the preferred location for most of the area's future housing development. From 2010 to 2019, Grand Rapids saw a 4.79% increase in population, the highest in the Arrowhead region. [MN State Demographer]
- ❖ In 2020, the City of Grand Rapids permitted \$57.7M in new construction:
  - 19 New Single Family (6 Twin-homes, 6 manufactured, & 7 site built SFD's) - \$3.42M  
(11 in 2018, 16 in 2019, Ten year – year-end average = 12.7)
  - Major New Commercial
    - The Pillars – New Senior Housing Facility – 118 units - \$17M
    - Unique Opportunities – New Apartment Building - 48 units - \$3M
    - Aurora Heights – New Apartment Bldg. and Townhomes - \$10.2M
    - Grand Rapids Hotel Properties – New 82 Room Hotel - \$7.2M
    - Grand Rapids Sawmill Retail – New 3-Tenant Strip Mall - \$1.5M
  - New Institutional
    - ICC – New Student Center/Remodel Media Center – \$3.67M
- ❖ In 2022, a \$4M construction project will begin on the extension of GRPU water and sanitary sewer infrastructure to the former Ainsworth site, a 130-acre industrial park, with the help of a Public Infrastructure Grant from the U.S. EDA, American Rescue Plan monies, and funding from both the cities of Grand Rapids and Cohasset.
- ❖ For GRPU to fund this Water Treatment Plant Renovation Project without State support, the customer water rates would need to increase by over 20% to cover operations, capital and the significant new debt.
- ❖ With the requested \$2.5M in State bonding funds, GRPU could keep the water rate increase closer to 7%.
- ❖ Funding assistance for this Project is essential to keep water rates affordable for the GRPU customers. The 2020 census data shows that the median household income for Grand Rapids residents (\$48,287) is 35% below the state median household income (\$74,593).



**GRAND RAPIDS  
PUBLIC UTILITIES**

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## **SAFETY REPORT October 2021 Commission Meeting**

### **Safety Topic Last Month**

Fire safety training for all employees was held on September 22 with MMUA Safety Coordinator Dave Lundberg.

### **Safety Topic This Month**

Confined space training for all electric and water/wastewater employees is scheduled for October 20 and Basic Electrical Safety for all electric and water/wastewater employee is scheduled for October 21. Both trainings are with MMUA Safety Coordinator Dave Lundberg. Office employees will have virtual training through MSC on office safety and accident prevention.

### **Accidents Reported last Month by Department**

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

### **Cumulative Accidents for 2021**

Recordable Accidents	1
Lost Time Days 2021	1
Restricted Days 2021	7
First Aid Only (not recordable)	1

Total FROI      2

### **Recordable Accident 5-year History**

	2017	2018	2019	2020	2021
ADMIN	0	0	0	0	0
BUS SVCS	1	1	4	0	0
ELEC	3	1	1	0	0
W-WW	4	3	5	3	1
TOTAL	8	5	10	3	1