



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING AGENDA

Wednesday, July 22, 2026
4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission will be held on Wednesday, July 22, 2026 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

CALL OF ROLL:

PUBLIC FORUM:

PRESENTATION:

1. Mike Kane, GIS Insurance

APPROVAL OF MINUTES:

2. Consider a motion to approve the June 10, 2026 Work Session and the June 24, 2026 Regular Meeting Minutes.

VERIFIED CLAIMS:

3. Consider a motion to approve \$1,480,053.41 in verified claims for July 2026.

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.

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.

OPERATIONS & CAPITAL BUSINESS:

4. Operations & Capital Updates
5. Consider a motion to approve the July 1, 2026 renewal of the General Liability and Commercial Property Insurance with LMCIT in the amount up to \$152,544, authorize payment of premium, and authorize the President to sign the annual Liability Coverage Waiver Form accepting the monetary limits on municipal tort liability established by MN SS 466.04.

CONTRACTS:

- [6.](#) Consider a motion to approve the change order for the Landfill Cover Modification Project contract for the discrepancy in rooting zone material salvaged to Casper Construction, Inc. in the amount of \$93,520 and allow the General Manager to sign the change order.

REPORTS:

- [7.](#) Monthly Reports

ADJOURNMENT:

The next Work Session is scheduled for Wednesday, August 12, 2026 at 3:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Regular Meeting of the Commission is scheduled for Wednesday, August 26, 2026 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION WORK SESSION

MEETING MINUTES

Wednesday, June 10, 2026

3:00 PM

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 10, 2026 at 3:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

President Stanley called the meeting to order at 3:00 PM.

CALL OF ROLL:

PRESENT: President Tom Stanley, Commissioner Nancy Saxhaug, Commissioner Rick Smith, Council Representative Rick Blake

ABSENT: Secretary Luke Francisco with notice

BUSINESS:

1. Consider a motion to approve \$1,402,018.76 in verified claims for May and June 2026.

Motion made by Commissioner Saxhaug, Seconded by Council Representative Blake to approve \$1,402,018.76 in verified claims for May and June 2026.

Voting Yea: President Stanley, Commissioner Saxhaug, Commissioner Smith, Council Representative Blake

2. Operations & Capital Updates

GRPU staff gave a presentation on Operations & Capital Updates

ADJOURNMENT:

There being no further business, the meeting adjourned at 4:29PM.

Respectfully submitted,

Megan Sjostrand

Megan Sjostrand



GRAND RAPIDS PUBLIC UTILITIES COMMISSION
MEETING MINUTES
Wednesday, June 24, 2026
4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission will be held on Wednesday, June 24, 2026 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

President Stanley called the meeting to order at 4:00 PM.

CALL OF ROLL:

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

ABSENT: Commissioner Nancy Saxhaug, Council Representative Rick Blake with notice

OTHERS: Julie Kennedy, Michael LeClaire, Megan Sjostrand

PUBLIC FORUM:

No one from the public was present.

APPROVAL OF MINUTES:

1. Consider a motion to approve the May 13, 2026 Work Session and the May 27, 2026 Regular Meeting Minutes.

Motion made by Commissioner Smith, Seconded by Secretary Francisco to approve the May 13, 2026 Work Session and the May 27, 2026 Regular Meeting Minutes.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Smith

VERIFIED CLAIMS:

2. Consider a motion to approve \$431,221.53 in verified claims for June 2026.

Motion made by Secretary Francisco, Seconded by Commissioner Smith to approve \$431,221.53 in verified claims for June 2026.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Smith

COMMISSION REPORTS:

None.

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

Motion made by Commissioner Smith, Seconded by Secretary Francisco to approve the consent agenda as presented.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Smith

3. Consider a motion to approve the June 2026 semi-annual write off of \$536.28 uncollectible accounts receivable.

Approved on consent agenda.

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

Motion made by Secretary Francisco, Seconded by Commissioner Smith to approve the regular agenda as presented.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Smith

OPERATIONS & CAPITAL BUSINESS:

4. Consider a motion to ratify Grand Rapids Public Utilities request for an extension of the 2025 audit submission to the Office of the Minnesota State Auditor.

Motion made by Secretary Francisco, Seconded by Commissioner Smith to ratify Grand Rapids Public Utilities request for an extension of the 2025 audit submission to the Office of the Minnesota State Auditor.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Smith

5. Operations & Capital Updates

GRPU staff presented the Operations & Capital Updates.

CONTRACTS:

REPORTS:

6. Monthly Reports

Reviewed the GRPU Monthly Reports.

ADJOURNMENT:

There being no further business, the meeting adjourned at 4:20 PM.

Respectfully submitted,

Megan Sjostrand

Megan Sjostrand



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 22, 2026

AGENDA ITEM: Consider a motion to approve \$1,480,053.41 in verified claims for July 2026.

PREPARED BY: Taylor Bird, Finance Manager

BACKGROUND:

See attached check registers:

Bill list:	\$1,301,988.65
Bill payments with prior approval:	\$178,064.76
Total	\$1,480,053.41

RECOMMENDATION:

Approve \$1,480,053.41 in verified claims for July 2026.

Grand Rapids Public Utilities
Meeting Date: 7/22/26
Checks/EFT/Auto: 7/2/26-7/15/26
PUC: Bill Payments w/ Prior Approvals

Item 3.

PUC Meeting Identifier	Name	Sum of Bill Amount
Prior Approval	V00039 Enterprise FM Trust	11,158.19
Prior Approval	V00048 Emergent Software LLC	7,200.29
Prior Approval	V00122 RMB Environmental Laboratories Incorporated	2,629.20
Prior Approval	V00136 LeClaire Mike	40.00
Prior Approval	V00224 Mattson Steve	23.20
Prior Approval	V00288 Shred It	728.00
Prior Approval	V00294 Riley Joseph	40.00
Prior Approval	V00392 mPower Technologies Incorporated	225.00
Prior Approval	V00420 Cooperative Response Center Incorporated	2,100.80
Prior Approval	V00428 Central McGowan	691.15
Prior Approval	V00433 Stoltz Gary	40.00
Prior Approval	V00578 WUSZ- FM	440.00
Prior Approval	V00678 Busy Bees Quality Cleaning Services Incorporated	1,960.00
Prior Approval	V00781 Duncan Company	1,307.51
Prior Approval	V00967 Stanley Tom	824.40
Prior Approval	V01144 Gopher State One Call	326.70
Prior Approval	V01188 Bunes Septic Service Incorporated	285.00
Prior Approval	V01194 Waste Management of WI MN	3,864.61
Prior Approval	V01210 Hach Chemicals	449.59
Prior Approval	V01242 Northeast Technical Services	4,556.25
Prior Approval	V01258 Stuart C Irby Company	618.45
Prior Approval	V01394 Scooters Septic Service	250.00
Prior Approval	V01549 Pitney Bowes	2,974.83
Prior Approval	V01632 Wesco	2,470.12
Prior Approval	V01658 USA Bluebook	90.95
Prior Approval	V01697 MN Department of Health	12,271.00
Prior Approval	V01863 Acheson Tire Company	800.00
Prior Approval	V01900 MN Child Support Payment Center	446.70
Prior Approval	V01916 Davis Petroleum	778.05
Prior Approval	V02374 Gustafson Doug	40.00
Prior Approval	V02463 AE2S	3,452.25
Prior Approval	V02578 WEX Health	1,123.75
Prior Approval	V02585 NCPERS Group Life Insurance	80.00
Prior Approval	V02590 Hansen Mark	40.00
Prior Approval	V02599 Xerox Corporation	150.57
Prior Approval	V02638 Innovative Office Solutions	54.90
Prior Approval	V02639 Rapids Radio	1,911.00
Prior Approval	V02679 Dimich Corey	40.00
Prior Approval	V02693 Johnson Killen & Seiler PA	2,833.60
Prior Approval	V02790 Customer Refunds Utility Accounts	1,397.40
Prior Approval	V02850 McMaster Carr	1,241.43
Prior Approval	V02892 Radtke James	5,364.00
Prior Approval	V02941 North Central Laboratories	606.34
Prior Approval	V03058 Railroad Management Co III Incorporated	458.76
Prior Approval	V03113 CliftonLarsonAllen LLP	504.00
Prior Approval	V03117 Safety Kleen	312.08
Prior Approval	V03135 Procise Solutions Inc	5,827.50
Prior Approval	V03154 Blanchard Jason	40.00
Prior Approval	V03166 Grainger	1,021.78
Prior Approval	V03311 Rundell Eric	40.00
Prior Approval	V03908 Lake States Constructions LLC	3,157.10
Prior Approval	V04340 Fastenal Company	1,370.30
Prior Approval	V04423 Sjostrand Megan	40.00
Prior Approval	V04442 High Standards LLC	2,567.00
Prior Approval	V04521 Adam Dragicevich	40.00
Prior Approval	V04545 Nelson Truck & Trailer LLC	1,702.74
Prior Approval	V00965 Northeast Service Cooperative	79,503.94
Prior Approval	V00396 UNUM Life Insurance	3,554.33

Total **178,064.76**

Grand Rapids Public Utilities
Meeting Date: 7/22/2026
GRPU: Bill List

Item 3.

PUC Meeting Identifier	Vendor	Vendor Name	Payment Amount
Commission Meeting	218 ELECTRIC LLC	218 Electric LLC	4,000.00
Commission Meeting	Baldwin Supply Company	Baldwin Supply Company	13,816.93
Commission Meeting	Casper Construction Incorporated	Casper Construction	4,623.37
Commission Meeting	Climate Makers Incorporated	Climate Makers Incorporated	3,000.00
Commission Meeting	Ferguson dba Pollardwater	Ferguson Enterprises LLC #1657	97.59
Commission Meeting	Hawkins Water Treatment Group	Hawkins Water Treatment Group	5,805.92
Commission Meeting	Lake States Constructions LLC	Lake States Construction LLC	13,990.50
Commission Meeting	MN Energy Resources Corporation	MN Energy Resources Corporation	23.00
Commission Meeting	MN Municipal Utilities Association	MN Municipal Utilities Association	8,918.75
Commission Meeting	MN Power	MN Power	1,194,267.04
Commission Meeting	Northeast Technical Services	Northeast Technical Services	22,455.40
Commission Meeting	OPG-3	- None -	12,450.00
Commission Meeting	Temporary Vendor- Rebates	Karen Lind	400.00
Commission Meeting	Temporary Vendor- Rebates	Corinne Ivanca	505.00
Commission Meeting	Temporary Vendor- Rebates	Elizabeth Friend	35.00
Commission Meeting	Temporary Vendor- Rebates	Jeffrey Frost	35.00
Commission Meeting	Temporary Vendor- Rebates	Jordan Moberg	70.00
Commission Meeting	Temporary Vendor- Rebates	Amazon	17,495.15
Total			1,301,988.65



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 22, 2026

AGENDA ITEM: Operations & Capital Updates

PREPARED BY: GRPU Staff

BACKGROUND:

GRPU Operating & Capital Updates

RECOMMENDATION:

None. Review Only.

Grand Rapids Public Utilities

July 22, 2026

Operational and Capital Updates

GRPU Management Team



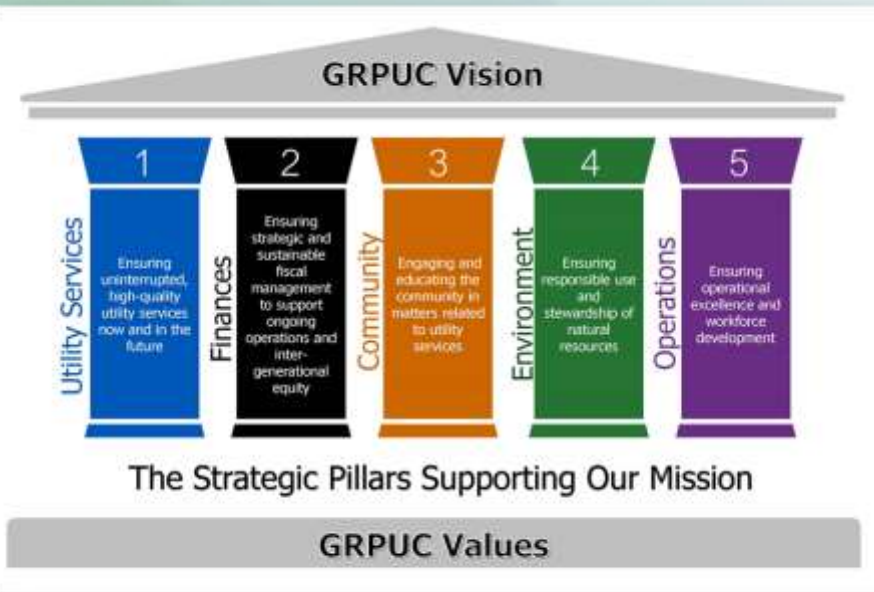


MISSION VISION VALUES

Item 4.

WHO WE ARE

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



Our Vision

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



Our Mission

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



Our Values

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

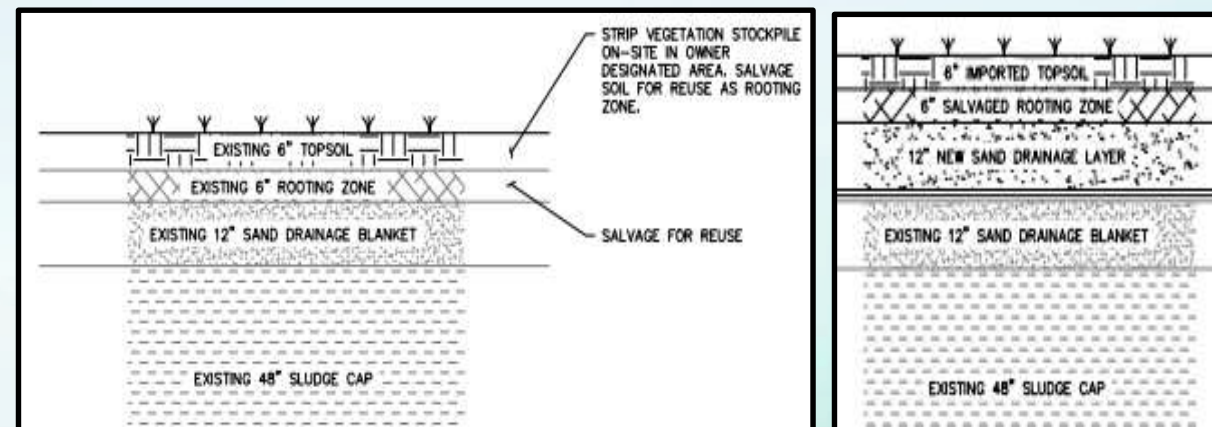


Use and Stewardship of the Natural Environment (NE)

Item 4.

Capital: Phase 1-4 Landfill Cover Update by Steve Mattson

- Construction began June 2
- Not enough rooting zone material salvaged
Rooting Zone Soil (6" thick in-place) 670,824 SF
- Liner fully installed June 24
- Liner seams passed QA/QC June 26
- Currently building sand drainage layer
- Estimated completion early Aug
- Change order – \$93,520
Credit for rooting zone (labor) - \$21,680
Adder for Import (material and labor) - \$115,200



			Execution Phase: Estimated Budget (± 3-10%)					
Dept	Project #	Strategic Goal	Materials / Inventory	Consultant / Contractor	Vehicle Usage	Internal Labor	Total Project	Funding Sources
485	WTCP8505	NE-1	\$0	\$1,413,500	\$0	\$20,960	\$1,434,460	Customer contribution

Operations: July Safety Summary by Julie Kennedy

Safety Topic This Month:

Safety Brad will train required employees on Lockout and Tagout on July 23.

Safety Committee Program Review This Month:

The Safety Committee will meet on July 23 and review the Confined Spaces program.

Incidents Reported last Month by Department: (thru June workdays)

Administration: None

Business Services: None

Electric: None

Water-Wastewater: None

Cumulative Incidents for 2026

Recordable Incidents	1
Lost Time Days 2026	0
Restricted Days 2026	0
First Aid Only (not recordable)	0
Total FROI	1

Recordable Incident 5-year History

	2022	2023	2024	2025	2026
ADMIN	0	0	0	0	0
BUS SVCS	0	1	0	0	0
ELEC	0	0	1	0	0
W-WW	0	0	0	0	1
TOTAL	0	1	1	0	1

Grand Rapids Public Utilities

July 22, 2026 Commission Regular Meeting

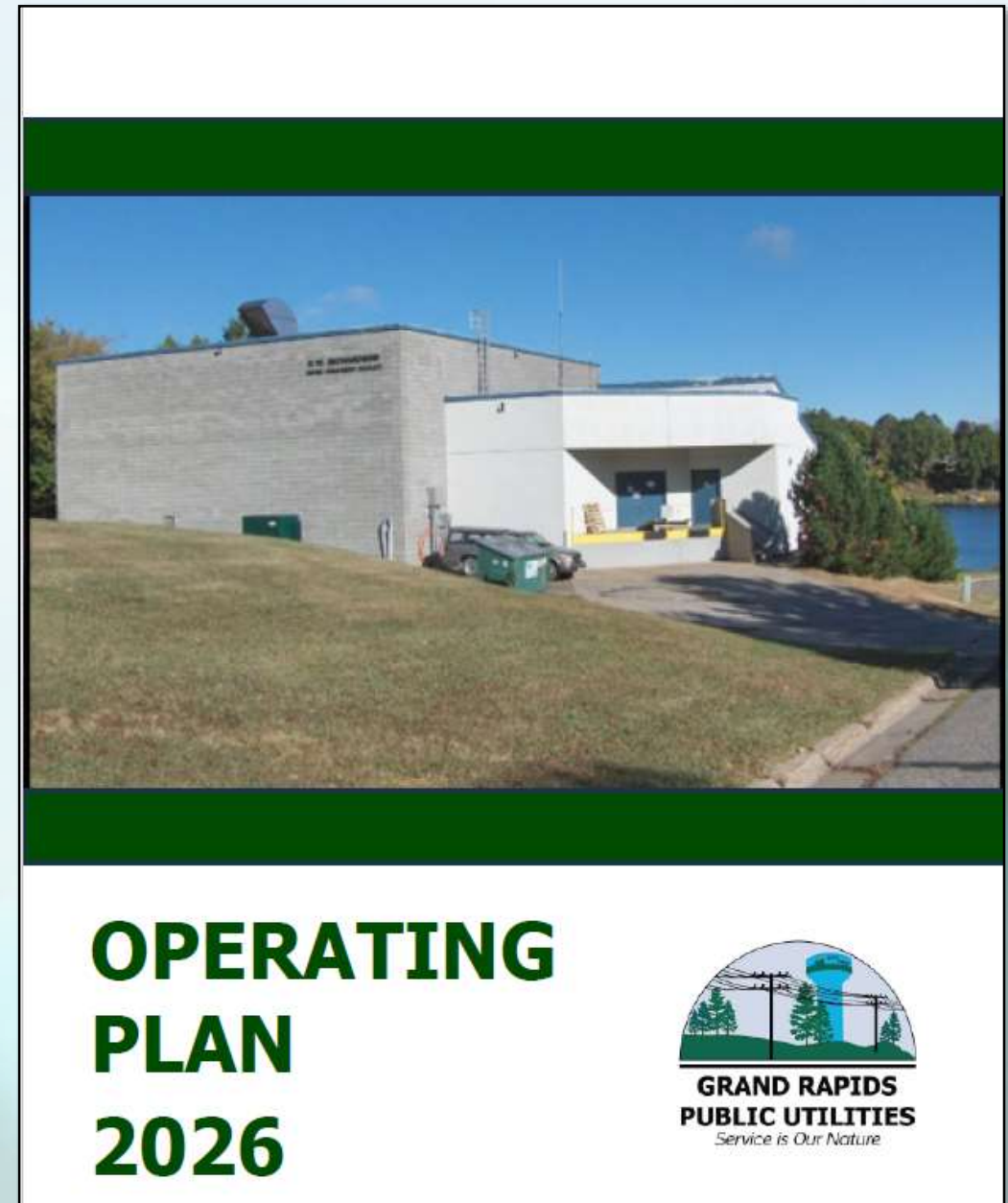
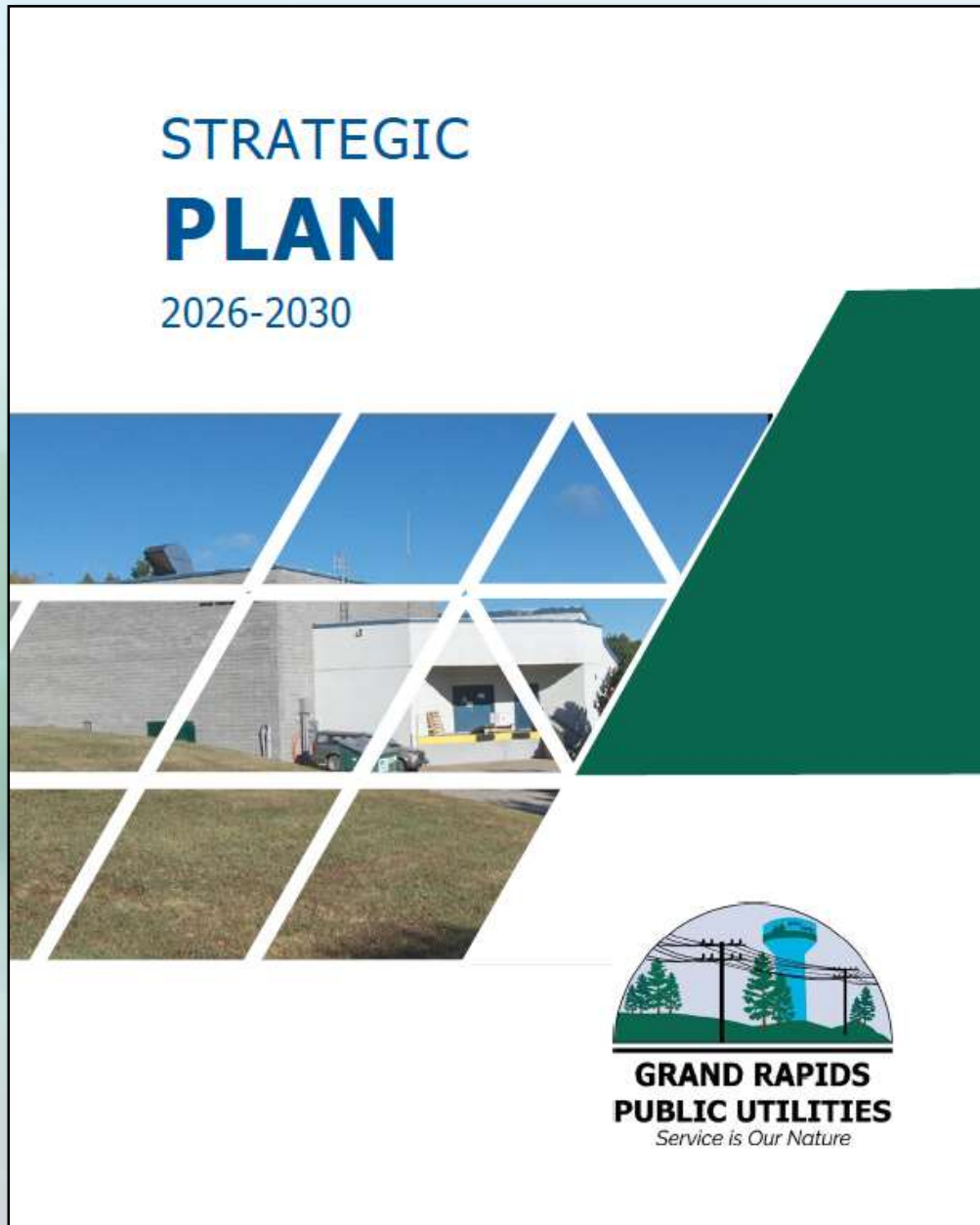
2026 Annual Plan Q2 Scorecard Presentation

Julie Kennedy – General Manager



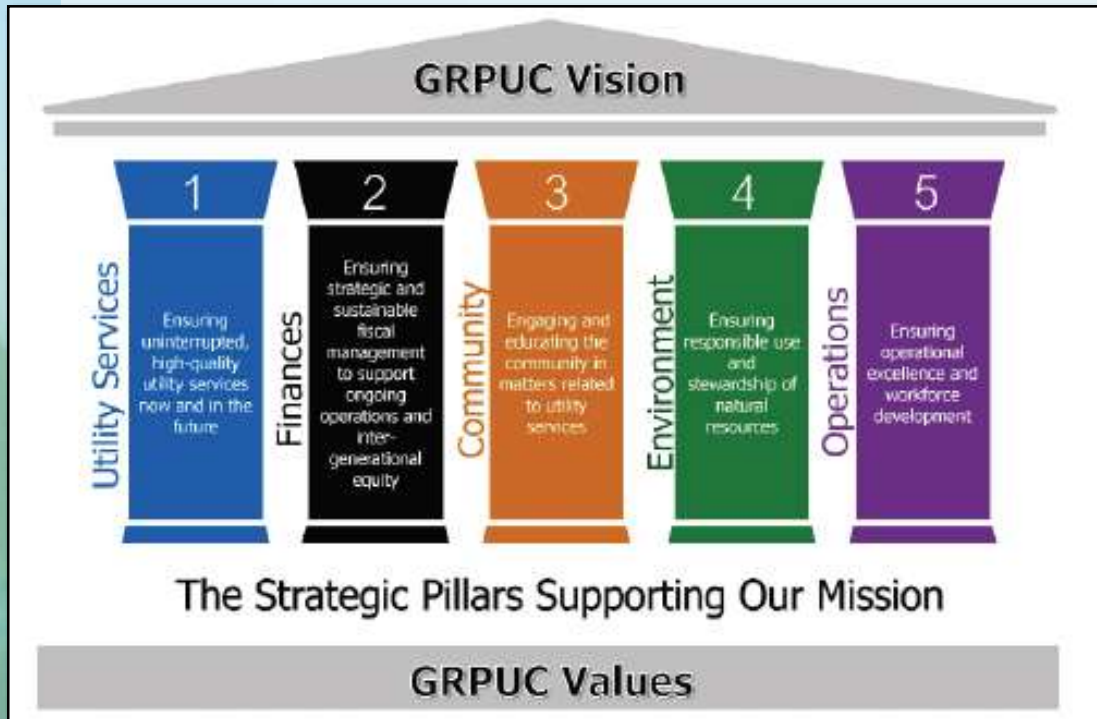
2026-2030 Strategic Plan and 2026 Annual Operating Plan

Item 4.



2026 Annual Operating Plan

Item 4.



COMMUNICATION, REPORTING, AND ACCOUNTABILITY

Communication Plan

Inherent in the success of this operating plan is accurate and timely communication of information between the relevant stakeholders.

Reporting

The general manager will report on the status of each approved goal and deliverable in a document prepared for the GRPUC Commission meeting immediately following the conclusion of each quarter (April, July, and October, and January of the following year). Items requiring Commission action will be placed on the agenda.

Staff Accountability

A success sharing structure will be implemented in 2027 that incentivizes high performance and accountability from the staff to achieve the objectives in this plan. Each member of the staff will have individual performance plans listing key performance indicators (KPIs) that are tied to a plan rewarding both team performance and organizational attainment of the operational goals.

Commission Accountability

It is important to recognize that some of the goals and objectives in this plan will require assistance from GRPUC members, city staff, and others. The general manager and the GRPUC president will need to work closely with city staff and others to ensure goals are met. When goals are met, GRPU advances its mission and ratepayers are well served. That is the definition of success.



Uninterrupted, High-Quality Utility Services (US)

Item 4.

2026 Q2 Annual Operating Plan Scorecard Update

Name	Primary Goal	Lead	Q1	Q2	Comments
Finalize the engineering, bidding and funding for the Water Treatment Plant (WTP) renovation project.	US-1	Steve Mattson	Working on it	Working on it	BMI working on the design, GRPU working on project funding.
Refine the 5-year capital asset and infrastructure replacement plan.	US-2	Julie Kennedy	Done	Done	
Complete the engineering for a project to increase the Tioga substation capacity.	US-3	Julie Kennedy	Working on it	Working on it	Initial design proved infeasible; evaluating alternative substation configurations to improve capacity and system redundancy.
Establish electric, water and wastewater reliability goals, assess current performance, and develop action plans to address any needed improvements.	US-5	Julie Kennedy	Not Started	Cancelled	Deferred to prioritize organizational realignment and staffing changes.



Strategic and Sustainable Fiscal Management (FM)

Item 4.

2026 Q2 Annual Operating Plan Scorecard Update

Name	Primary Goal	Lead	Q1	Q2	Comments
Design and implement ERP metrics, dashboards and reports to support data driven decision making	FM-1	Taylor Bird	Working on it	Working on it	Aligned 4 ERP reports with legacy Cogsdale reporting for consistency.
Finalize the financial reserve policy	FM-4	Taylor Bird	Not Started	Working on it	Beginning to run scenarios from '23 & '24 audited financials for operating reserves starting at 20% and building to 50%
Complete and implement electric, water and wastewater rates studies.	FM-5	Julie Kennedy	Working on it	Working on it	Rate study schedule adjusted until new ERP financial data is fully validated - scheduled for completion in September.
Assess current WWTP operations and develop the plan to optimize efficiency through improved technology and process enhancements.	FM-7	Steve Mattson	Working on it	Working on it	WW team crated a skeleton of tasks needed to be implemented. Next steps are to assign timelines for the plan.
Successfully complete labor negotiations	FM-6	Julie Kennedy	Not Started	Working on it	Scheduled for September/October.



Engaging and Educating the Community (EC)

Item 4.

2026 Q2 Annual Operating Plan Scorecard Update

Name	Primary Goal	Lead	Q1	Q2	Comments
Develop and publish material on the shared-responsibility materials, the CIP program, and the SpryEngage portal.	EC-1	Julie Kennedy	Planned	Working on it	Progress continues but at a slower pace as higher-priority initiatives required staff resources.
Continue incentives for customers to enroll in paperless billing.	EC-4	Taylor Bird	Working on it	Working on it	Analyzing current enrollment to establish measurable goals and implementation strategies.
Publish a popular report summarizing 2025 projects and financials results.	EC-5	Julie Kennedy	Stuck	Cancelled	Delayed until sufficient ERP data and staff resources are available to support a successful project.
Hold two joint Council-Commission meetings.	EC-6	Julie Kennedy	Planned	Cancelled	Multiple meeting opportunities offered; insufficient interest and availability prevented scheduling a joint meeting.
Participate in ItasCAP, GRACC Government Affairs, and Tall Timber Days	EC-7	Julie Kennedy	Working on it	Working on it	Attended monthly ItasCAP and GRACC GA meetings, and ~25 staff and family scheduled to participate in TTD parade.



Use and Stewardship of the Natural Environment (NE)

Item 4.

2026 Q2 Annual Operating Plan Scorecard Update

Name	Primary Goal	Lead	Q1	Q2	Comments
Remain 100%compliant with all environmental regulations.	NE-1	Julie Kennedy	Working on it	Working on it	100%compliance missed due to one wastewater permit violation this spring.
Assess and report on the long-term benefits and ROI of the revised sanitary sewer televising program.	NE-4	Steve Mattson	Working on it	Working on it	Currently updating the sanitary sewer maintenance policy.
Complete the engineering and bidding documents for the Septic Hauler Relocation Project. (copy)	NE-3	Steve Mattson	Working on it	Working on it	Project in progress with preliminary engineering - concept phase.
Complete the Landfill 1-4, Kettle D Cover Reconstruction Project.	NE-5	Steve Mattson	Working on it	Working on it	Currently installing the geomembrane liner. Project is ahead of schedule.

2026 Q2 Annual Operating Plan Scorecard Update

Name	Primary Goal	Lead	Q1	Q2	Comments
Finalize personnel policy/employee handbook update.	OE-1	Julie Kennedy	Working on it	Working on it	On schedule. Currently reviewing 2nd draft. Union and employee review scheduled for August.
Complete the projects in the 2026 approved capital budget.	OE-2	Julie Kennedy	Working on it	Working on it	Capital projects are progressing; some scopes revised and select projects deferred pending organizational realignment.
Continue to develop and utilize project management tools (Cityworks, Teams, ERP) for improved tracking and reporting.	OE-2	Julie Kennedy	Working on it	Working on it	Streamlined project workflows and established dedicated teams to improve accountability and execution. Work continues.
Complete the workflow for the Laserfiche Report Section and get documents uploaded	OE-4	Julie Kennedy	Working on it	Working on it	Automated workflows designed, retention software deployed, staff trained, and public data request policy/SOPs completed. Work continues on schedule.
Evaluate and streamline existing software and technology platforms to align with organizational needs and long-term value.	OE-5	Michael LeClaire	Working on it	Working on it	Significant progress optimizing IT resources by eliminating legacy inefficiencies and standardizing systems
Evaluate IS/IT resources to ensure long-term optimization and continued protection against cyber threats.	OE-5	Michael LeClaire	Working on it	Working on it	Implemented multilayer cybersecurity protections to strengthen defense against evolving cyber threats.
Develop and begin reporting on an employee safety metric.	OE-6	Julie Kennedy	Not Started	Not Started	Scheduled for Q3/Q4.
Engage in legislative activities at the local, state and federal level.	OE-7	Julie Kennedy	Done	Done	2 Commissioners attended APPA legislative rally, Julie & 1 Commissioner attended MMUA state rally

Grand Rapids Public Utilities

Upcoming Commission Meetings

Work Session: August 12, 2026

Regular Meeting: August 26, 2026





GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 22, 2026

AGENDA ITEM: Consider a motion to approve the July 1, 2026 renewal of the General Liability and Commercial Property Insurance with LMCIT in the amount up to \$152,544, authorize payment of premium, and authorize the President to sign the annual Liability Coverage Waiver Form accepting the monetary limits on municipal tort liability established by MN SS 466.04.

PREPARED BY: Taylor Bird, Finance Manager

BACKGROUND:

Attached is the Insurance Summary for the Grand Rapids Public Utilities Commission's General Liability and Commercial Property Insurance with the League of Minnesota Cities Insurance Trust (LMCIT). GRPUC's insurance agent for general liability coverage is Greater Insurance Service. Also attached is the annual liability coverage waiver form. It has been the past practice of the GRPUC to select "does not waive" the monetary limits on municipal tort liability established by Minnesota Statutes § 466.04.

Because the insurance summary contains sensitive information regarding the utility's insurance program and coverage details, it is being provided to Commissioners for review but is not intended for public distribution. Commissioners will have access to review the premium amounts and coverage information as part of their meeting materials.

RECOMMENDATION:

Approve the July 1, 2026 renewal of the General Liability and Commercial Property Insurance with LMCIT in the amount up to \$152,544, authorize payment of premium, and authorize the President to sign the annual Liability Coverage Waiver Form accepting the monetary limits on municipal tort liability established by MN SS 466.04.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 22, 2026

AGENDA ITEM: Consider a motion to approve the change order for the Landfill Cover Modification Project contract for the discrepancy in rooting zone material salvaged to Casper Construction, Inc. in the amount of \$93,520 and allow the General Manager to sign the change order.

PREPARED BY: Steve Mattson, Water/Wastewater Department Manager

BACKGROUND:

The GRPU commission approved the contract with Casper Construction, Inc. for the Landfill Cover Modification project on February 25, 2026 for \$1,274,000. The engineer's estimate for the project was \$2,100,000. The goal of the project is to replace the cover to lower leachate generation allowing the landfill the ability to exit post-closure care period in 2029. The project consists of removing existing topsoil and rooting zone on phase 1-4, kettle D. Once material is removed, then subgrade preparation, install LLDPE Geosynthetic material cover, sand drainage layer followed by rooting zone, topsoil and site restoration.

During construction, upon removal of the existing rooting zone material, there was not the expected amount of material to salvage. To complete the project as designed, 7000-8000 cubic yards (CY) of rooting zone material is needed. Casper has credited the labor that was not necessary for removal but has charged for the material and labor necessary to get it from an off-site location. The material necessary is estimated to be closer to 7000 CY and will be verified by the engineer upon installation. The new contract total is \$1,367,520.

RECOMMENDATION:

Approve a motion to approve the change order for the Landfill Cover Modification Project contract for the discrepancy in rooting zone material salvaged to Casper Construction, Inc. in the amount of \$93,520 and allow the General Manager to sign the change order.



Owner: Grand Rapids Public Utilities Commission, 500 SE 4th St., G		Date	July 1, 2018
Contractor: Casper Construction, Inc. 212 SE 10th St., Grand Rapids, MN 55744			
Bond Co: Western Surety Co., 151 N. Franklin St., Chicago, IL 60606		Bond No: 30246704	

Item 6.

CHANGE ORDER NO. 1
PHASES 1-4 AND KETTLE D FINAL COVER MODIFICATIONS
STANTEC PROJECT NO. 227708696

Description of Work

This Change Order provides for a credit for Rooting Zone Material that was not salvaged. This Change Order also provides for load/haul/place imported Rooting Zone Material.

This Change Order includes all labor and materials and no additional compensation will be provided for this change.

No.	Item	Unit	Contract Quantity	Unit Price	Total Amount
CHANGE ORDER NO. 1					
1	CREDIT FOR ROOTING ZONE MATERIAL THAT WAS NOT SALVAGED	CY	-8000	\$2.71	(\$21,680.00)
2	LOAD/HAIL/PLACE IMPORTED ROOTING ZONE MATERIAL	CY	8000	\$14.40	\$115,200.00
TOTAL CHANGE ORDER NO. 1:					\$93,520.00

Original Contract Amount	\$1,274,000.00
Previous Change Orders	\$0.00
This Change Order	\$93,520.00
Revised Contract Amount (including this change order)	\$1,367,520.00

CHANGE IN CONTRACT TIMES

Original Contract Times:

Substantial Completion (days or date):

Ready for final Payment (days or date):

Increase of this Change Order:

Substantial Completion (days or date):

Ready for final Payment (days or date):

Contract Time with all approved Change Orders:

Substantial Completion (days or date):

Ready for final Payment (days or date):

Recommended for Approval by:

STANTEC

Morberg, Kyle

Digitally signed by Morberg, Kyle
DN: CN="Morberg, Kyle",
OU=Internal, OU=users, OU=stantec,
DC=corp, DC=ads
Date: 2026.07.07 15:59:08-05'00'

Date:

Approved by Contractor:

CASPER CONSTRUCTION, INC.

Tom Allen

07.07.2026

Date

Approved by Owner:

**GRAND RAPIDS PUBLIC UTILITIES
COMMISSION**

Date

cc: Owner

Contractor

Bonding Company

Stantec



PO Box 480
 212 SE 10th Street
 Grand Rapids, MN 55744
 Phone: (218) 326-9637
 Fax: (218) 326-9638
 Email: estimates@caspercon.com

Date: 06/26/2025

CUSTOMER	JOB
GRPUC STANTEC	GRPUC LANDFILL PHASES 1-4 & KETTLE D FINAL COVER SUPPLY IMPORTED ROOTING ZONE MATERIAL

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
	-CREDIT FOR ROOTING ZONE MATERIAL THAT WAS NOT SALVAGED	CY	-8,000	\$2.71	-\$21,680.00
	-LOAD/HAUL/PLACE IMPORTED ROOTING ZONE MATERIAL	CY	8,000	\$14.40	\$115,200

TOTAL ESTIMATED PRICE: \$93,520.00

NOTES:

- Quantities to be tracked using truck load count and double checked via drone survey of stockpile (pre-survey and post-survey of pile)

Tom Alverson

Senior Estimator / Project Manager



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: July 22, 2026

AGENDA ITEM: Monthly Reports

PREPARED BY: GRPU Staff

BACKGROUND:

The following reports have been submitted and stored into Laserfiche:

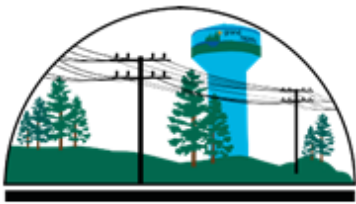
06-2026 Water Analysis Report

06-2026 Wastewater Analysis Report

NPDES Annual Compliance Summary October 1, 2024 through September 30, 2025

RECOMMENDATION:

None. Review Only.



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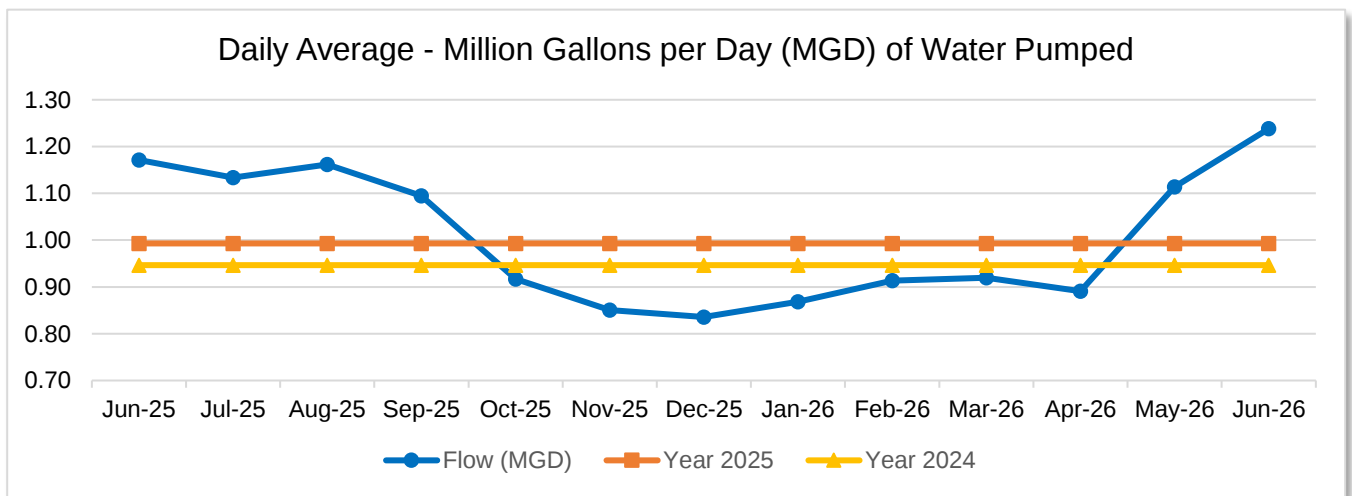
Item 7.

500 SE Fourth Street • Grand Rapids, Minnesota 55744

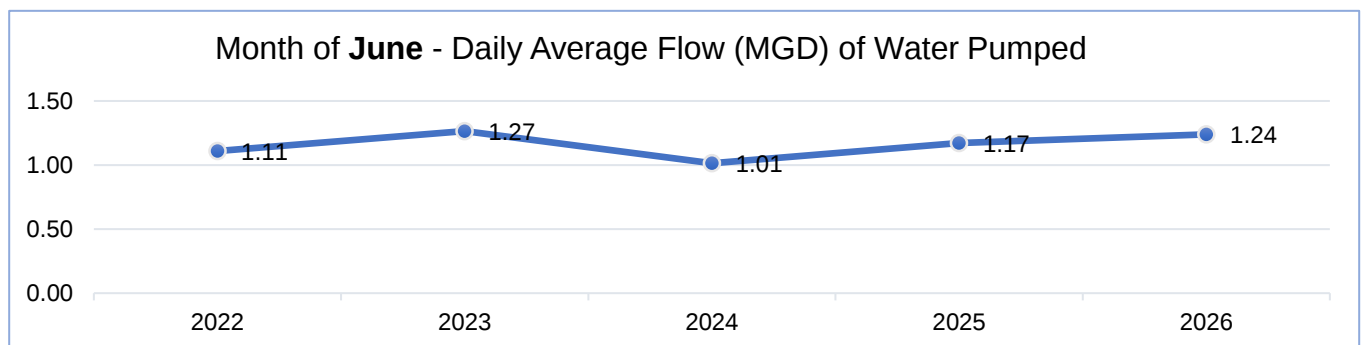
WATER MONTHLY ANALYSIS REPORT June 2026

Water Operations

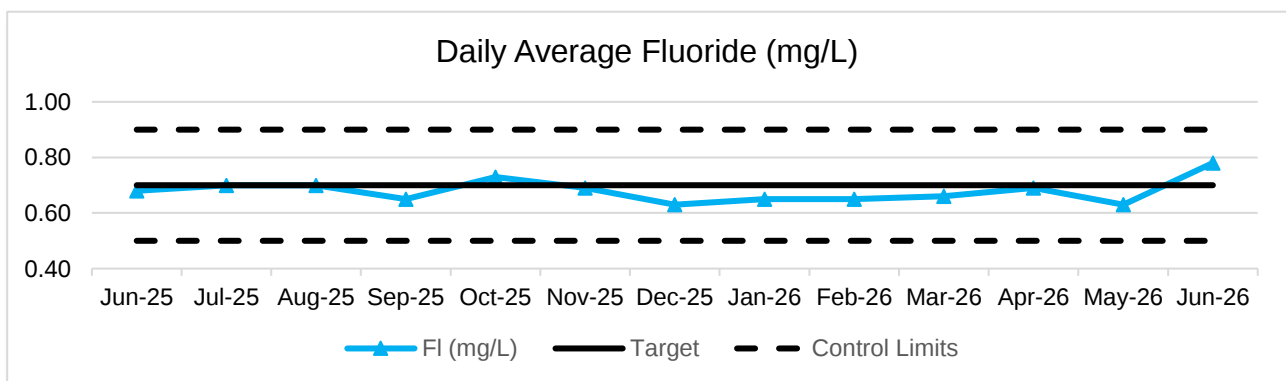
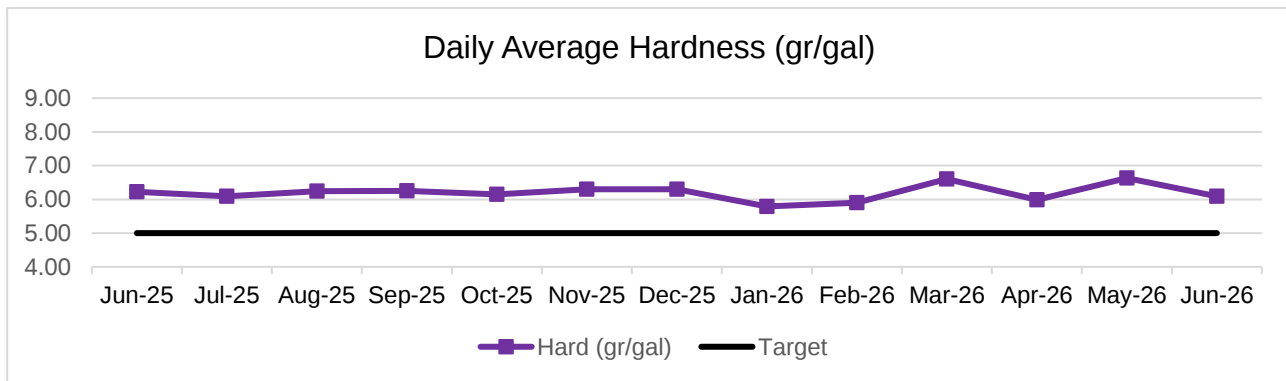
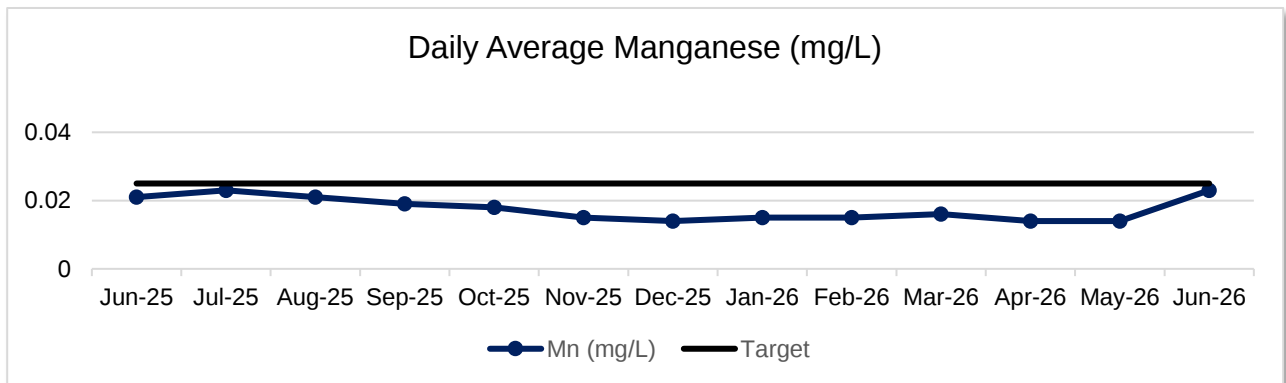
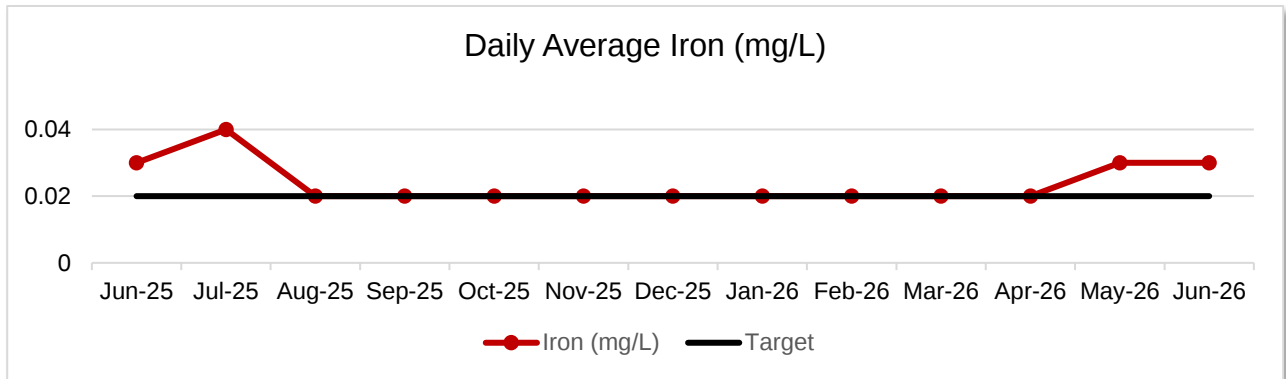
The water plant pumped an average of 1.24 million gallons of water per day (MGD) with a peak of 1.48 million gallons during last month which is normal for this time of the year.



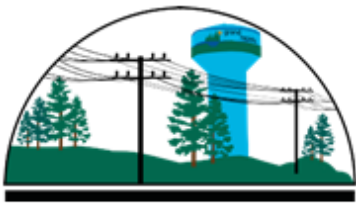
The above graph illustrates the annual cycle of water demand/usage monthly (blue line). Additionally, it displays the general trend of water usage by our customers.



The above graph illustrates how the current month's demand/usage compares to the same month of previous years.



Water quality analysis was normal for the month as displayed in the graphs above.



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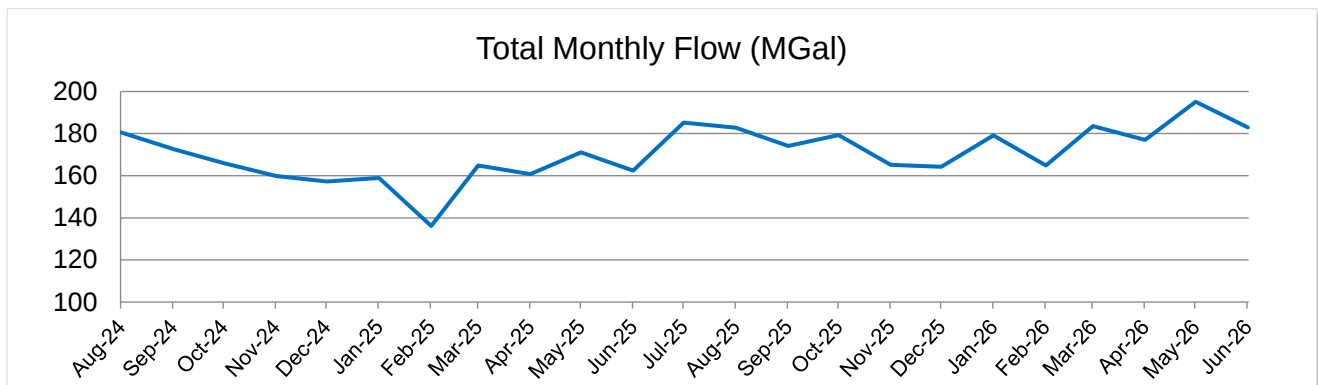
Item 7.

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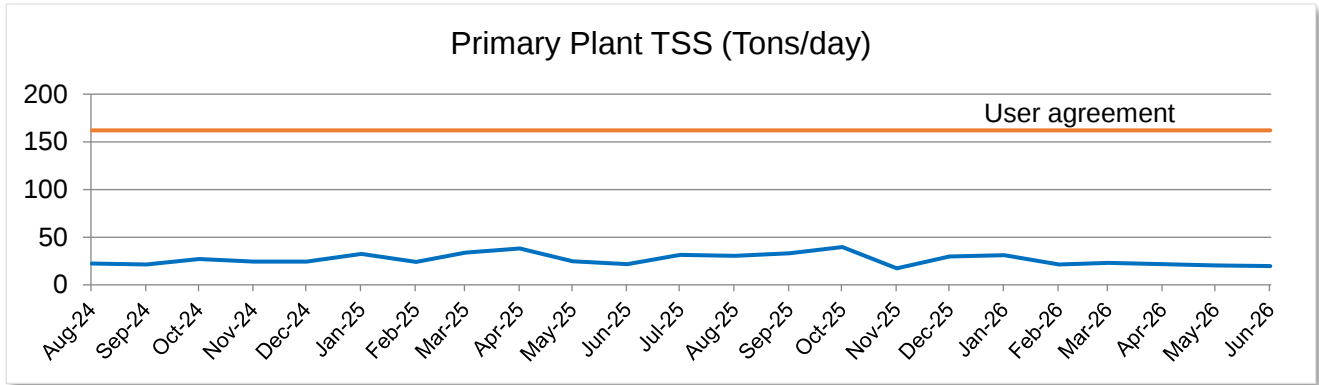
WASTEWATER MONTHLY ANALYSIS REPORT June 2026

Wastewater Operations

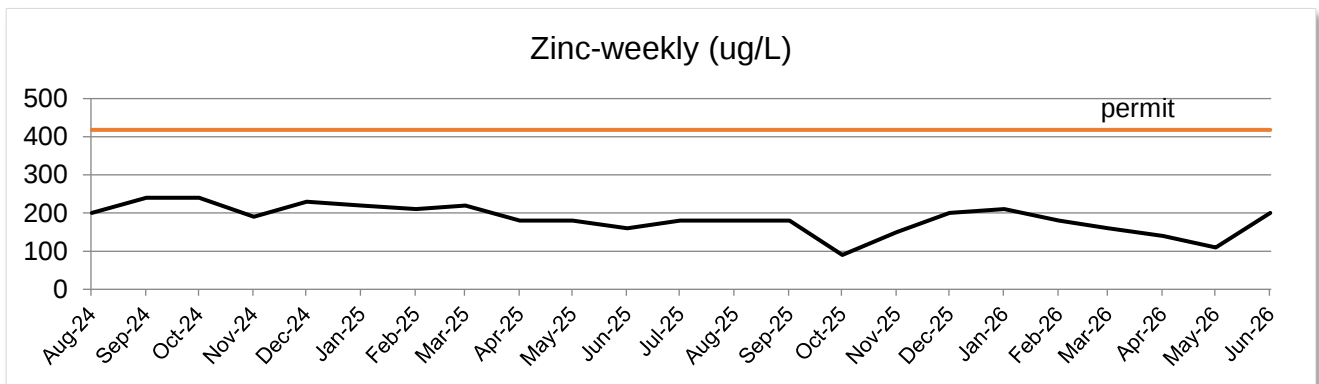
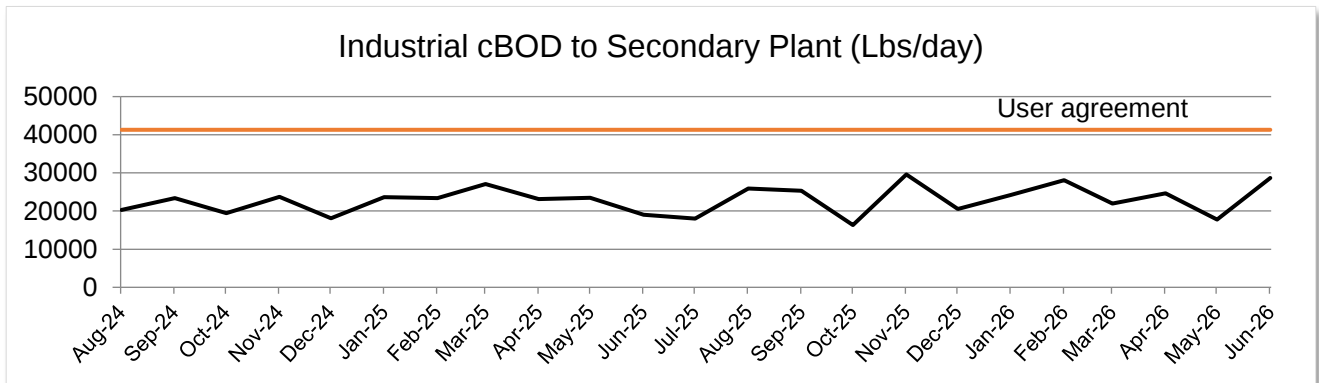
The Wastewater Treatment Plant (WWTP) met all National Pollutant Discharge Elimination System (NPDES) permit requirements last month while treating 183 million gallons of water removing 99.7% of the Total Suspended Solids (TSS) and 97.7% Biochemical Oxygen Demand (cBOD).



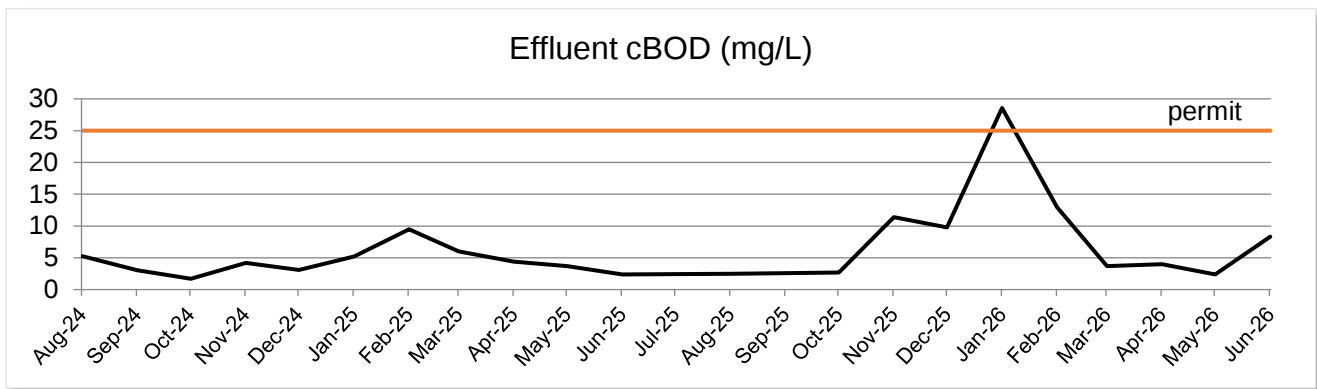
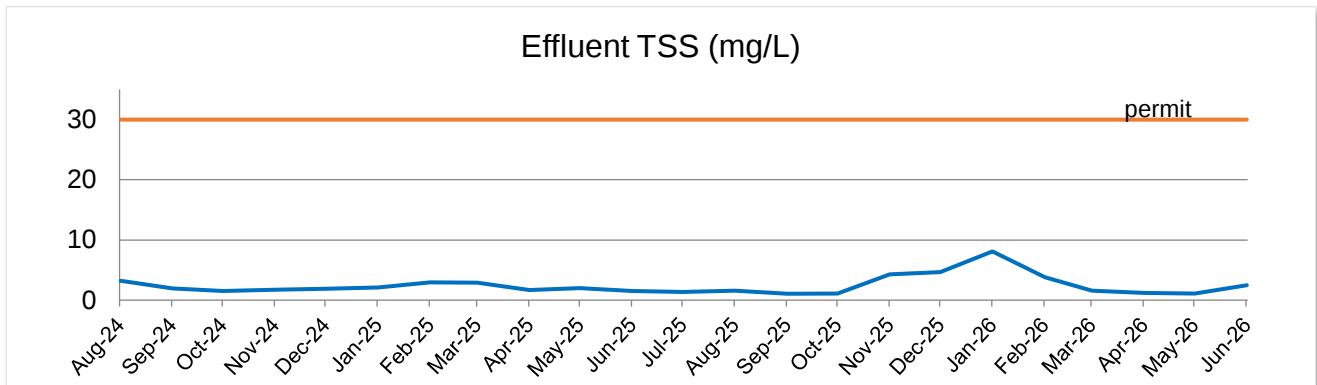
	Design Limits (monthly AVG)	Actual Results
<u>Primary Plant</u>		
Flow (MGD)	13.25	4.7
TSS (Tons/day)	162	19.5
TSS Peak (Tons/Day)	284	41.6



	Design Limits (monthly AVG)	Actual Results
Secondary Plant		
Flow (MGD)	15.25	6.1
cBOD (lbs/Day)	41,300	32,158
Peak cBOD (lbs/Day)	57,350	56,910
Zinc-weekly (ug/L)	418	200
% GRPUC		30.0%



	Permit Limits (monthly AVG)	Actual Results
Effluent		
TSS (mg/L) – monthly average	30	2.5
cBOD (mg/L) – monthly average	25	8.3
Dissolved Oxygen (mg/L)	>1.0	5.8



Sludge Landfill Operations

- 0.29 million gallons of leachate were hauled last month which is normal.
- 2880 cubic yards of sludge solids were hauled to the landfill

