



GRAND RAPIDS PUBLIC UTILITIES COMMISSION REGULAR WORK SESSION MEETING AGENDA

Wednesday, August 31, 2022

8:00 AM

CALL TO ORDER: Pursuant to due notice and call thereof, a Special Meeting of the Grand Rapids Public Utilities Commission will be held on Wednesday, August 31, 2022 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

CALL OF ROLL:

BUSINESS:

1. Consider a motion to approve \$122,664.84 of verified claims for July and August 2022.
2. Governance Discussion

ADJOURNMENT:

The next Regular Meeting of the Commission is scheduled for Wednesday, September 14, 2022 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Regular Work Session is scheduled for Tuesday, September 27, 2022 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: August 31, 2022

AGENDA ITEM: Consider a motion to approve \$122,664.84 of verified claims for July and August 2022.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

See attached check registers:

Computer check register \$122,664.84

Manual check register \$-0-

Total \$ 122,664.84

RECOMMENDATION:

Consider a motion to approve \$122,664.84 of verified claims for July and August 2022.

Grand Rapids Public Utilities
 Accouns Payable
 July/August 2022
 (Meeting Date: 8/30/2022)

Item 1.

NAME	AMOUNT	NAME	AMOUNT
Amaril Uniform Company	1,596.69	Personnel Dynamics	2,405.60
Aramark	186.86	Pitney Bowes	237.98
Arrow Embroidery	1,215.72	Quality Refrigeration & Heating	637.40
Burggraf's/Ace	492.39	RMB Environmental Lab	360.46
Coles	37.97	Sandstroms	562.91
Fastenal	660.31	Schwing Bioset	37,843.52
Ferguson	752.88	Stuart Irby	4,665.98
Frontier Energy	6,453.18	Team Marinucci	48.00
Government Finance Officers Assoc	490.00	TNT Construction	27,271.00
Grainger	1,995.97	Treasure Bay	696.00
Graybar	679.18	Trout Enterprises	200.00
Hawkins	4,657.61	UPS	31.49
Johnson, Killen & Seiler	2,251.70	Viking Electric	2,496.50
L&M	54.72	Wesco	3,684.87
Locators & Supplies	908.70	Xerox	266.17
Macqueen Equipment	3,805.83		
MN Society of CPAs	457.00	Energy Efficiency Rebate:	
Minuteman Press	41.80	Christy, Jennifer	400.00
North Central Laboratories	55.36	Holcomb, Ted & Darleen	35.00
Northeast Technical Services	1,321.80	Sherman, Charles	105.00
NOS Automation	783.75		
Novaspect	11,817.54		
			122,664.84



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: August 31, 2022

AGENDA ITEM: Governance Discussion

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

The Governance policies are on this month’s topic for work session discussion. Originally, we’d planned to look at the Commission-Management Connection section of the Governance Policies, but I would like to focus on the External Relationship section instead.

The attached GRPU Policy Table of Contents shows policies with a date to the right if they have been adopted. Those policies listed without a date are topics that may have a resolution or informal agreement, but for which we have no policy.

During this work session, we will be reviewing the contents of the existing resolutions and agreements as well as discussing the need to establish policy for these external relationships.

Work Sessions	Topic
1/25/2022	Annual Governance Review (JK gone - substituted Elec Ops)
2/22/2022	Strategic Plan Review
3/22/2022	Governance Policies Review - Governance/Authority Section
4/26/2022	Financial Audit Review
5/24/2022	Business Services Policies Review - Finance Section
6/28/2022	Water & Wastewater Policies Review
7/26/2022	Electric Policies Review
8/30/2022	Governance Policies Review - Commission/Management Section
9/27/2022	Business Services Policies Review - Customer Section
10/25/2022	Water & Wastewater Policies Review
11/29/2022	Preliminary Budget Review
none	

RECOMMENDATION:

Discussion Only.



Governance

Authority and Purpose

1.1.010	ByLaws	7/13/2022
1.1.011	Mission Statement	7/13/2022
1.1.020		

Governance

1.2.001	Commission Purpose	
1.2.020	Commission Meeting Protocol	7/13/2022
1.2.030	Commissioner Position Description	7/13/2022
1.2.031	Ethics Policy	7/13/2022
1.2.040	Commission Committees	

Commission-Management Connection

1.3.001	Controlling Authority	
1.3.002	Delegation of Authority to the General Manager	
1.3.003	General Manager Accountability	
1.3.004	Performance of the General Manager	

Delegation to Management

1.4.010	Legal & Regulatory Compliance	
1.4.010	Strategic Planning	
1.4.020	Succession of Leadership	
1.4.021	Organization, Staffing and Compensation	
1.4.030	Procurement	7/13/2022
1.4.035	Corporate Risk Management - needed?	
1.4.040	Customer Interaction	7/13/2022
1.4.041	Customer Utility Services	7/13/2022
1.4.050	Customer Rates and Fees	

External Relationships

1.5.010	External Communications (public, legislative, allied agencies)	
1.5.020	Community Involvement	
1.5.020	Joint-Action Agency Relationships	
1.5.040	City of Grand Rapids P.I.L.O.T.	
1.5.041	City of Grand Rapids Stormwater Utility	
1.5.041	City of Grand Rapids Street Lighting	