



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail - Final Public Utilities Commission

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Monday, February 13, 2017

12:30 PM

Conference Room of Public Works/Public  
Utilities Service Center

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1 CALL TO ORDER

2 CALL OF ROLL

- 3 [17-0119](#) Acknowledge publication and posting of the change in the regular meeting date and time.

Attachments: [February 2017 regular meeting rescheduled notice](#)

4 APPROVAL OF MINUTES

- 4.a. [17-0113](#) Consider approving the minutes of the January 9, 2017 special meeting and the January 11, 2017 regular meeting.

Attachments: [Special Commission Meeting Minutes of January 9, 2017](#)  
[Regular Commission Meeting Minutes of January 11, 2017](#)

5 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

- 5.a. [17-0096](#) Consider approving the City Treasurer's Report and Investment Activity Report for January 2017.

Attachments: [City Treasurer Report and Investment Report 2017 Jan.pdf](#)

6 PUBLIC FORUM

7 COMMISSION REPORTS

8 ADMINISTRATION

- 8.a. [17-0100](#) Confirm hiring the Interview Committee's preferred candidate for the position of Electrical Line Worker.

Attachments: [02-13-17 Electrical Lineworker recommendation](#)

- 8.b. [17-0123](#) Consider adopting the proposed 2017 rates for electric distribution, water distribution, and wastewater collection.

Attachments: [02-13-17 Utility Rate increase recommendation](#)

- 8.c. [17-0115](#) January 2017 Wholesale Electric Service Cost.

Attachments: [2017 MP bill summary 20170213](#)

## 9 ACCOUNTING AND FINANCE

- 9.a. [17-0097](#) Review the Accounting and Finance Operations Report for January 2017.

Attachments: [Accounting and Finance Operations Report 2017 Jan.pdf](#)

- 9.b. [17-0098](#) Waive the bond requirement and approve issuance of duplicate check to Doug Gustafson in the amount of \$300.10.

Attachments: [Affidavit for Duplicate Check Gustafson.pdf](#)

- 9.c. [17-0099](#) Consider approving the writeoff of January uncollectible accounts in the amount of \$966.32.

## 10 ELECTRIC DEPARTMENT

- 10.a. [17-0110](#) Review the Electric Department Operations Report for January 2017.

Attachments: [2017-01 Electric Department Monthly Report.pdf](#)

- 10.b. [17-0109](#) Consider authorizing purchase of budgeted one ton 4x4 regular cab pickup truck.

Attachments: [2017 One Ton 4x4 Pickup - Request for Commission to Accept RFQ.pdf](#)  
[2017 Dodge Pickup Quote Nelson Auto Center.pdf](#)

- 10.c. [17-0111](#) Consider authorizing GRPUC personnel to perform tree trimming in the NW Quadrant of the GRPUC service area for 2017.

Attachments: [2017 GRPUC Tree Trimming Proposal.pdf](#)

## 11 WASTEWATER TREATMENT FACILITY OPERATIONS

- 11.a. [17-0107](#) Review the Wastewater Treatment Facility Operations Report for January 2017.

Attachments: [Wastewater Treatment Facility Monthly Operations Report - January 2017](#)

## 12 WATER AND WASTEWATER COLLECTION

- 12.a. [17-0104](#) Water and Wastewater Collection Report February 2017.

Attachments: [Water-Wastewater Collection Operations Report January 2017](#)

- 12.b. [17-0106](#) Sale of Truck 89 to the City of Grand Rapids Community Development

Department.

Attachments: [Truck 89](#)

**13 SAFETY**

**13.a. [17-0105](#) Safety Report February 2017.**

Attachments: [Safety Report January 2017](#)  
[Copy of OSHA Incident Rates 2000-2016](#)

**14 DISCUSSION AND CORRESPONDENCE**

**[17-0117](#)**

- a. American Flow Control Presentation, January 11, 2017, Grand Rapids, MN - Dennis Doyle.
- b. FEMA IS-00700.a. National Incident Management System (NIMS)-An Introduction, January 24, 2017, Grand Rapids, MN - Julie Kennedy, Steven Mattson, Jeremy Goodell, Dennis Doyle, Tyanne Betts.
- c. MMUA National Electric Safety Code (NESC) Regional Workshop, January 26, 2017, Grand Rapids, MN - Mike Bader, Julie Kennedy, Dennis Doyle, Jeremy Goodell, Joe Riley, Jim Schmitt, Shannon Thomsen.

Attachments: [American Flow Control Presentation-Certificate of Attendance 20170213](#)  
[FEMA training 20170213](#)  
[2017 NESC Brochure](#)

**15 CLAIMS FOR PAYMENT**

**15.a. [17-0116](#) TNT Aggregates, LLC - Leachate Storage Tank and Loadout Station Project for Phases 1-4 and Kettle D - Pay Request #2 (Final) in the amount of \$66,481.25.**

Attachments: [Pay Application #2](#)

**16 VERIFIED CLAIMS**

**16.a. [17-0114](#) Consider approving verified claims for January 2017.  
Computer Check Register     \$ (to be distributed at meeting)  
Manual Check Register     \$ 661,760.84**

Attachments: [January 2017 manual check register 20170213](#)

**17      ADJOURNMENT**

The next regular Commission meeting is **Wednesday, March 15, 2017 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, copies (gray color) are available at the GRPUC meeting room entrances.