



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail - Final-revised Public Utilities Commission

Wednesday, March 15, 2017

4:00 PM

Conference Room of Public Works/Public
Utilities Service Center

- 1 **CALL TO ORDER** Wednesday, March 15, 2017 at 4:00 PM
- 2 **CALL OF ROLL**
- 3 **APPROVAL OF MINUTES**
- 3.a. [17-0164](#) Consider approving the minutes of the February 3, 2017 special meeting and the February 13, 2017 regular meeting.
 Attachments: [Special Commission Meeting minutes of February 3, 2017](#)
 [Regular Commission Meeting Minutes of February 13, 2017](#)
- 4 **CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT**
- 4.a. [17-0170](#) Consider approving the City Treasurer's Report and Investment Activity Report for February 2017.
 Attachments: [City Treasurer Report and Investment Report 2017 Feb.pdf](#)
- 5 **PUBLIC FORUM**
- 6 **COMMISSION REPORTS**
- 7 **ADMINISTRATION**
- 7.a. [17-0187](#) Consider declaring a vacancy exists and authorize the posting and/or advertising for a Wastewater Treatment Facility Maintenance I position.
 Attachments: [03-15-17 WWTP Maint I Vacancy](#)
 [03-15-17 WWTF Maintenance I March 2017](#)
- 7.b. [17-0188](#) March 2017 Administrative Update.
 Attachments: [03-15-17 Administrative Updates](#)
- 7.c. [17-0151](#) February 2017 Wholesale Electric Service Cost.
 Attachments: [2017 MP bill summary 20170315](#)

8 ACCOUNTING AND FINANCE

- 8.a. [17-0171](#) Review the Accounting and Finance Operations Report for February 2017.

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

9 ELECTRIC DEPARTMENT

- 9.a. [17-0163](#) Review the Electric Department Operations Report for February 2017.

Attachments: [2017-02 Electric Department Monthly Report.pdf](#)

- 9.b. [17-0176](#) Consider authorizing advertisement for bids for the 2017 GRPUC Hale Lake Sub Loop Cable Replacement Project.

Attachments: [Hale Lake Sub Loop Advertisement for Bids.pdf](#)

10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. [17-0161](#) Review the Wastewater Treatment Facility Operations Report for February 2017.

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

11 WATER AND WASTEWATER COLLECTION

- 11.a. [17-0159](#) Water and Wastewater Collection Operations Report February 2017.

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

12 SAFETY

- 12.a. [17-0160](#) Safety Report February 2017.

Attachments: [Safety Report February 2017](#)
[2017 OSHA Incident Rates by GRPUC Department 20170315](#)

13 DISCUSSION AND CORRESPONDENCE

- [17-0152](#)
- a. MMUA Switching and Tagging Safety Training, February 2, 2017, Grand Rapids, MN - Jim Foss, Jason Blanchard, Mike Bader, Shannon Thomsen, Joe Riley, Jim Schmitt, Rodney Ruder, Dennis Doyle, Rick Fox, Brett Dickie, Jeremy Goodell, Julie Kennedy, Doug Gustafson.
 - b. MMUA 2017 Meter School, February 14-17, 2017, Marshall, MN - Joe Riley, Shannon Thomsen, Gary Stoltz, Henry Swentkofske.
 - c. United Rental Excavation Safety Training, February 28, 2017, Grand Rapids, MN - Kyle Potter, Russell Anacker, Jim Schmitt, Jason Blanchard, Doug Green, Jim Bocinsky, Brett Dickie, Doug Gustafson,

Jake Bowers, Rodney Ruder, James Foss, Mike Bader, Joe Riley, Shannon Thomsen, Mark Hansen, Richard Fox, Jeremy Goodell, Jeffrey Frost.

d. United Rental Confined Space Safety Training, February 28, 2017, Grand Rapids, MN - Kyle Potter, Russell Anacker, Jim Schmitt, Doug Green, Jim Bocinsky, Brett Dickie, Doug Gustafson, Jake Bowers, Rodney Ruder, James Foss, Mike Bader, Joe Riley, Shannon Thomsen, Mark Hansen, Richard Fox, Jeremy Goodell, Jeffrey Frost.

e. Nortrax Loader Safety Training, February 28, 2017, Grand Rapids, MN - Doug Green, Troy Bridge.

Attachments: [MMUA Switching, Tagging and Clearance Procedures Training 20170315](#)
[2017 MMUA Meter School 20170315](#)
[United Academy - Excavation Safety Training for Competent Persons \(CPT\) - 2/28/17](#)
[United Academy - Confined Space Entry Training \(CSE\) - Classroom 20170315](#)
[Nortrax Loader Safety Training 20170315](#)

14 CLAIMS FOR PAYMENT

- 14.a. [17-0166](#) Howden Roots, LLC - Blower #1 Rebuild Project - Pay Request #1 in the amount of \$52,313.75.

Attachments: [Howden Roots LLC Invoice #POIR009480 20170315](#)

15 VERIFIED CLAIMS

- 15.a. [17-0189](#) Consider approving verified claims for February 2017.
Computer Check Register \$ 1,437,215.48
Manual Check Register \$ 510,263.72

Attachments: [February 2017 computer check register 20170315](#)
[February 2017 manual check register 20170315](#)

16 ADJOURNMENT

The next regular Commission meeting is **Wednesday, April 12, 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.