



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail - Final-revised Public Utilities Commission

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Wednesday, August 16, 2017

4:00 PM

Conference Room of Public Utilities Service  
Center

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**1 CALL TO ORDER**

**2 CALL OF ROLL**

**3 APPROVAL OF MINUTES**

- 3.a. [17-0554](#) Consider approving the minutes of the July 18, 2017 regular meeting.

Attachments: [Legistar Regular Commission Meeting Minutes of July 18, 2017](#)

**4 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT**

- 4.a. [17-0589](#) Consider approving the City Treasurer's Report and Investment Activity Report for July 2017.

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

**5 PUBLIC FORUM**

**6 COMMISSION REPORTS**

**7 ADMINISTRATION**

- 7.a. [17-0595](#) July 2017 Administration Report.

Attachments: [08-16-17 Administrative Packet](#)

- 7.b. [17-0596](#) MMUA delegation form.

Attachments: [08-16-2017 MMUA Delegate Form](#)

**8 ACCOUNTING AND FINANCE**

- 8.a. [17-0590](#) Review the Accounting and Finance Operations Report for July 2017.

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

- 8.b. [17-0591](#) Consider approving the writeoff of August uncollectible accounts in the amount of \$9,733.12.

- 8.c. [17-0592](#) Review 2nd Qtr 2017 Financial Statement.  
Attachments: [Financial Statement 2017 2nd Qtr](#)

**9 ELECTRIC DEPARTMENT**

- 9.a. [17-0588](#) Review the Electric Department Operations Report for July 2017.  
Attachments: [2017-07 Electric Department Monthly Report.pdf](#)

**10 WASTEWATER TREATMENT FACILITY OPERATIONS**

- 10.a. [17-0576](#) Review the Wastewater Treatment Facility Operations Report for July 2017.  
Attachments: [Wastewater Treatment Facility Monthly Operations Report - July 2017](#)
- 10.b. [17-0564](#) Consider approving the capital expenditure of the labor portion of the South Screen House Screen repair project.  
Attachments: [Agenda Item 17-0564](#)  
[0817 CR Meyer](#)

**11 WATER AND WASTEWATER COLLECTION**

- 11.a. [17-0582](#) Water and Wastewater Collection Operations Report July 2017.  
Attachments: [Water-Wastewater Collection Operations Report July 2017](#)
- 11.b. [17-0584](#) Consider Request To Solicit Quotations For The Sale Of Used Water Meters .  
Attachments: [Request Authorization to Sale Used Waer Meters 2017](#)
- 11.c. [17-0585](#) Request Authorization to Enter Into a Professional Service Agreement With Braun Intertec For the Soil Sampling Along the Enbridge Line #3.  
Attachments: [Contract for engineering services Braun Intertec August 2017](#)

**12 SAFETY**

- 12.a. [17-0583](#) Safety Report July 2017.  
Attachments: [Safety Report July - 2017](#)  
[2017 OSHA Incident Rates by GRPUC Department August](#)

**13 DISCUSSION AND CORRESPONDENCE**

- 13.a. [17-0555](#) a. MN Municipal Utilities Association (MMUA) Overview and Practical

Applications of the 2017 16th Edition APPA Safety Manual, July 19, 2017, Grand Rapids, MN - Jim Schmitt, Mike Bader, Joe Riley, Jason Blanchard, Shannon Thomsen, Jake Bowers, Jim Foss, Jeremy Goodell.

b. MN Wastewater Operators Association (MWOA) 41st Annual Conference, July 26-28, 2017, Grand Rapids, MN - Steve Mattson, Corey Dimich, Doug Green, Kyle Potter, Zach Meyers.

**Attachments:** [MMUA Overview and Practical Applications of the 2017 16th Edition APPA Safe MWOA 41st Annual Conference 20170816](#)

#### 14 VERIFIED CLAIMS

- 14.a. [17-0568](#) Consider approving verified claims for July 2017.  
Computer Check Register \$ 1,446,941.12  
Manual Check Register \$ 384,247.55

**Attachments:** [July 2017 computer check register 20170816](#)  
[July 2017 manual check register 20170816](#)

- 14.b. [17-0599](#) Consider approving revised June 2017 computer check register in the amount of \$ 1,249,543.18

**Attachments:** [June 2017 computer check register REVISED 20170816](#)

#### 15 ADJOURNMENT

The next regular Commission meeting is Wednesday, September 13, 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 are available at the GRPUC meeting room entrances.