



# CITY OF GRAND RAPIDS

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

---

Wednesday, November 22, 2017

2:00 PM

Conference Room of Public Utilities Service  
Center

---

1 CALL TO ORDER

2 CALL OF ROLL

- 3 [17-0816](#) Acknowledge posting of the change in the regular meeting date and time.

Attachments: [November 2017 regular meeting rescheduled notice 20171122](#)

4 APPROVAL OF MINUTES

- 4.a. [17-0823](#) Consider approving the minutes of the October 18, 2017 regular meeting, the October 24, 2017 special meeting, and the October 25, 2017 special meeting.

Attachments: [Regular Commission Meeting Minutes of October 18, 2017](#)  
[Special Commission Meeting Minutes of October 24, 2017](#)  
[Special Commission Meeting Minutes of October 25, 2017](#)

5 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

- 5.a. [17-0831](#) Consider approving the City Treasurer's Report and Investment Activity Report for October 2017.

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

6 PUBLIC FORUM

7 COMMISSION REPORTS

8 ADMINISTRATION

- 8.a. [17-0839](#) October 2017 Administrative Updates.

Attachments: [11-22-17 Administrative Report](#)

- 8.b. [17-0838](#) Consider confirmation of filling the vacancy for the WWTF Operator position with Mr. Travis Ross.

Attachments: [11-22-17 WWTF Operator Vacancy](#)

- 8.c. [17-0840](#) Consider authorizing President Welliver to sign and staff to submit the letter to the Department of Commerce regarding the Enbridge Line #3 deactivation plan within the Grand Rapids Wellhead Protection Area.

Attachments: [Enbridge Line 3 DOC Comment 2 \(2017-1122 DRAFT\)](#)

## 9 ACCOUNTING AND FINANCE

- 9.a. [17-0832](#) Review the Accounting and Finance Operations Report for October 2017.

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

## 10 ELECTRIC DEPARTMENT

- 10.a. [17-0834](#) Review the Electric Department Operations Report for October 2017.

Attachments: [2017-10 Electric Department Monthly Report.pdf](#)

- 10.b. [17-0837](#) Request authorization for sale of non-AMI electric meters.

Attachments: [2017 Electric Meter Sales - Request for Commission to Accept RFQ.pdf](#)  
[T and D Surplus-Grand Rapids Public Utilities Meters.htm](#)  
[USA Proposal - Grand Rapids PUC.pdf](#)

## 11 WASTEWATER TREATMENT FACILITY OPERATIONS

- 11.a. [17-0836](#) Review the Wastewater Treatment Facility Operations Report for October 2017.

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

## 12 WATER AND WASTEWATER COLLECTION

- 12.a. [17-0833](#) Water and Wastewater Collection Operations Report October 2017.

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

## 13 SAFETY

- 13.a. [17-0835](#) Safety Report October 2017.

Attachments: [Safety Report October 2017](#)  
[October 2017 Safety Scorecard](#)

## 14 DISCUSSION AND CORRESPONDENCE

- 14.a. [17-0828](#) Minnesota Section-American Water Works Association (MN-AWWA) Northwest District Water Operator School, October 24 - 26, 2017, Bemidji,

MN-Robert Larson.

Attachments: [MN-AWWA Northwest District Water Operator School 20171122](#)

**15 CLAIMS FOR PAYMENT**

- 15.a. [17-0779](#) Howden Roots, LLC - Blower #1 Rebuild Project - Final Pay Request in the amount of \$176,141.25

Attachments: [Howden Roots final payment invoice #POIR018645 20171122](#)

- 15.b [17-0827](#) Short Elliot Hendrickson, Inc. (SEH)-Invoice#341097 in the amount of \$225.00.

Attachments: [SEH invoice #341097 20171122](#)

**16 VERIFIED CLAIMS**

- 16.a. [17-0819](#) Consider approving verified claims for October 2017.  
Computer Check Register \$1,256,866.10  
Manual Check Register \$ 464,942.46

Attachments: [Check Register Manual 20171031](#)  
[October 2017 computer check register 20171122](#)

**17 ADJOURNMENT**

The next regular Commission meeting is Wednesday, December 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.