



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail - Final Public Utilities Commission

---

Wednesday, June 13, 2018

4:00 PM

Conference Room of Public Utilities Service  
Center

---

1 CALL TO ORDER

2 CALL OF ROLL

3 APPROVAL OF MINUTES

- 3a [18-0358](#) Consider approving the minutes of the May 2, 2018 special meeting, the May 16, 2018 regular meeting, and the May 30, 2018 special meeting.

Attachments: [Special Commission Meeting Minutes of May 2, 2018](#)  
[Regular Commission Meeting Minutes of May 16, 2018](#)  
[Special Commission Meeting Minutes of May 30, 2018](#)

4 AUDIT PRESENTATION

- 4a [18-0394](#) Audit presentation

Attachments: [GRPUC Presentation Handout](#)  
[GRPUC Presentation Slides](#)

5 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

- 5a [18-0386](#) Consider approving the City Treasurer's Report and Investment Activity Report for May 2018.

Attachments: [City Treasurer Report and Investment Report 2018 May.pdf](#)

6 PUBLIC FORUM

7 COMMISSION REPORTS

8 ADMINISTRATION

- 8a     [18-0368](#)     Review and consider accepting a quotation from the League of Minnesota Cities Insurance Trust (LMCIT) for General Liability and Commercial Property Insurance. If the LMCIT quote is not accepted, consider authorizing the payment to EMC Insurance for the second half of 2018. If the LMCIT quote is accepted, consider approving the Liability Coverage Waiver Form indicating the Commission does not waive the monetary limits on municipal tort liability established by Mn Statute.

**Attachments:**     [2018-0613 LMCIT Insurance Memo](#)

- 8b     [18-0391](#)     Authorize the Commission President to sign the Joint Powers Agreement with the Northeast Service Cooperative (NESC) for group employee benefits.

**Attachments:**     [2018-0613 NESC JPA](#)

- 8c     [18-0390](#)     Consider accepting the resignation of Mr. Travis Ross, declaring a vacancy exists, and authorizing the posting and/or advertising for a Wastewater Treatment Plant Operator position.

**Attachments:**     [2018-0613 WWTP Operator Vacancy](#)

- 8d     [18-0365](#)     Review the June 2018 Administrative Report.

**Attachments:**     [2018-0613 Administrative Report Memo](#)

## 9     ACCOUNTING AND FINANCE

- 9a     [18-0370](#)     Review the 2017 Comprehensive Annual Financial Report and approve for filing.

**Attachments:**     [Grand Rapids Public Utilities Commission Communication Report 12.31.17.pdf](#)  
[Grand Rapids Public Utilities Commission CAFR FS 12.31.17.pdf](#)

- 9b     [18-0387](#)     Review the Accounting and Finance Operations Report for May 2018.

**Attachments:**     [Accounting and Finance Operations Report 2018 May.pdf](#)

## 10     ELECTRIC DEPARTMENT

- 10a     [18-0393](#)     Review the Electric Department Operations Report for May 2018.

**Attachments:**     [2018-05 Electric Department Monthly Report.pdf](#)

## 11     WASTEWATER TREATMENT FACILITY OPERATIONS

- 11a     [18-0389](#)     Review the Wastewater Treatment Facility Operations Report for May 2018.  
                 Attachments:     [Wastewater Treatment Facility Monthly Operations Report - May 2018](#)

**12       WATER AND WASTEWATER COLLECTION**

- 12a     [18-0388](#)     Review the Water and Wastewater Collection Operations Report for May 2018.  
                 Attachments:     [Water and Wastewater Collection Monthly Operations Report - May 2018](#)

**13       VERIFIED CLAIMS**

- 13a     [18-0367](#)     Consider approving verified claims for May 2018  
                 Computer Check Register \$ 58,792.42  
                 Manual Check Register \$ 364,313.78  
                 Attachments:     [AP List 2018.05.31 #1 \(JK\)](#)  
                                 [Check Register Manual 2018.05.31](#)

**14       ADJOURNMENT**

*The next special Commission meeting is Wednesday, July 20, 2018 at 1:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.*

*The next regular Commission meeting is Wednesday, July 11, 2018 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.*