

CITY OF GRAND RAPIDS

Meeting Agenda Full Detail - Final

Public Utilities Commission

Tuesday, October 13, 2020	4:00 PM	Conference Room of Public Utilities Service
		Center

CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission will be held on Tuesday, October 13, 2020 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

COMMISSIONERS: To access conference bridge: Dial in to 218-326-7680 When prompted for conference #, enter 1, When prompted for PIN, enter 2468

 1
 20-1396
 Acknowledge proper posting of the change in the regular meeting date.

 Attachments:
 October 2020 regular meeting rescheduled notice 20201013

CALL OF ROLL

MEETING PROTOCOL POLICY

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, please contact our office at 218-326-7024 ext. 1 and we will provide you with a copy of the policy.

APPROVAL OF MINUTES

² <u>20-1395</u> Consider a motion to approve the minutes of the September 4, 2020 special meeting, the September 16, 2020 regular meeting, and the September 29, 2020 special meeting/work session.

Attachments:GRPUC Special Meeting Minutes of September 4, 2020GRPUC Regular Meeting Minutes of September 16, 2020GRPUC Special Meeting Minutes of September 29, 2020

PUBLIC FORUM

Please note-If you wish to address the Commission under the public forum, access the conference bridge by dialing 218-326-7680. When prompted for Conference # enter 1, when prompted for PIN # enter 2468.

COMMISSION REPORTS

CONSENT AGENDA

Any item on the consent agenda shall be removed for consideration by request of any one Commission member, Utility staff, or the public and put on the regular agenda for discussion and consideration.

- 20-1387 Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for September 2020.
 <u>Attachments:</u> 2020-09 City Treasurer Report and Investment Activity Report
- 4 <u>20-1382</u> Consider a motion to approve the quote from Morton Buildings for the pump building for the super oxygenation capital project in the amount of \$23,887.

 Attachments:
 October 2020 - Planit - Super Oxy

 October 2020 - Quote - GRPUC Pump House Building - Morton

 October 2020 - Quote - GRPUC Pump House Building - Hawk

⁵ <u>20-1390</u> Consider a motion to award a contract to Casper Construction for the Solar Plus Storage Grading Base Bid plus Alternate 1 in the total amount of \$337,594.00.

 Attachments:
 Site Grading - Ad for Bid.pdf

 Solar Plus Storage Site Grading Bid Tab.pdf
 00 52 00 Standard Form of Agreement Casper.pdf

- 6 20-1406 Consider a motion to confirm filling the Line Crew Foreman position with the preferred applicant, Mr. Rod Ruder, contingent upon successful results of the skills assessment.
- 7 20-1407 Consider a motion to confirm filling the two Line Crew Lead positions with the preferred applicants, Mr. Joe Riley and Mr. Jim Schmitt, contingent upon successful results of the skills assessments.
- ⁸ <u>20-1408</u> Consider a motion to confirm filling the Meter Technician position with the preferred applicant, Mr. Shannon Thomsen, contingent upon successful results of the skills assessment.
- 9 <u>20-1405</u> Consider a motion to confirm filling the Water Operations Director position

Public U	tilities Commissio	n Meeting Agenda Full Detail - Final	October 13, 2020
		with the preferred applicant, Mr. Brett Dickie, contingent upon su results of the skills assessment.	ccessful
10	<u>20-1356</u>	Consider a motion to confirm filling the WWTP Operator position selection committee's preferred applicant, Mr. Steve Langer, con upon satisfactory results of the pre-employment screenings.	
11	<u>20-1379</u>	Consider a motion to confirm filling the Maintenance Foreman po the preferred applicant, Mr. Troy Bridge.	osition with
12	<u>20-1394</u>	Consider a motion to confirm filling the Maintenance I position wi preferred applicant, Mr. Doug Gustafson, contingent upon succe results of the skills assessment.	
13	<u>20-1404</u>	Consider a motion to confirm filling the Maintenance II position w preferred applicant, Mr. Mark Hansen, contingent upon successf of the skills assessment.	
14	<u>20-1357</u>	Consider a motion to confirm filling the Accounting Technician po the preferred applicant, Ms. Kari Helal.	osition with
15	<u>20-1392</u>	Consider a motion to approve the updated Customer Service Representative position description, declare a vacancy exists, ar authorize the internal posting and concurrent external advertising <u>Attachments:</u> 2020-10 BUS SVC Customer Service Representative.pdf 2020-10 Customer Service Representative Advertisement Notice of Vacancy CSR 20201014.pdf	
16	<u>20-1393</u>	Consider a motion to approve the updated Lead Customer Servi Representative position description, declare a vacancy exists, ar authorize the internal posting and external advertising, if needed <u>Attachments:</u> 2020-10 BUS SVC Lead Customer Service Representative.p Notice of Vacancy Lead CSR 20201014	nd

SETTING OF REGULAR AGENDA

This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

ADMINISTRATION DEPARTMENT

- 17
 20-1389
 Review the October Administration Department Report.

 Attachments:
 2020-1013 Administration Report.pdf
- 18 <u>20-1410</u> Consider a motion to approve the revised 2021-2023 Labor Agreement

between AFSCME Local 3456 and the Grand Rapids Public Utilities Commission and the attached Memorandum of Understanding to conduct a classification and compensation study during the term of the Agreement, as ratified by the Union on September 23, 2020.

Attachments: Labor Agreement 2021-2023 SIGNATURE

BUSINESS SERVICES DEPARTMENT

 19
 20-1402
 Review the October Business Services Department Report.

 Attachments:
 2020-09 Business Services Monthly Report.pdf

ELECTRIC DEPARTMENT

 20
 20-1398
 Review the October Electric Department Report.

 Attachments:
 2020-1013 Electric Report

WATER AND WASTEWATER DEPARTMENT

 21
 20-1381
 Review the October Water-Wastewater Department Report.

 Attachments:
 Water & Wastewater October 2020

SAFETY REPORT

 22
 20-1391
 Review the October Safety Report.

 Attachments:
 2020-1013 Safety Report.pdf

VERIFIED CLAIMS

 23 20-1397 Consider a motion to approve the verified claims for August in the amount of \$1,746,668.22 Computer Check Register \$1,209,843.99 Manual Check Register \$536,824.23
 <u>Attachments:</u> <u>AP List 2020.09.30 #1</u> Check Register Manual 2020.09.30

ADJOURNMENT

The next Special Meeting/Work Session is scheduled for Tuesday, October 27, 2020 at 8:00 a.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Regular Meeting of the Commission has been rescheduled to Wednesday, November 18, 2020 at 4:00 p.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.