

# **CITY OF GRAND RAPIDS**

## Meeting Agenda Full Detail - Final

## **Public Utilities Commission**

Wednesday, January 13, 2021	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 Wednesday, January 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.

To access the meeting by phone via Microsoft Teams: Dial in to 1-612-601-1964, when prompted for conference ID, enter 112 674 468#

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

 1
 21-1602
 Consider a motion to approve the minutes of the December 1, 2020 special meeting and the December 16, 2020 regular meeting.

 Attachments:
 GRPUC Special Meeting Minutes of December 1, 2020.pdf

 GRPUC Regular Meeting Minutes of December 16, 2020.pdf

#### PUBLIC FORUM

If you wish to address the Commission under the public forum, see above information to access the meeting via Teams by phone.

#### 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.

- 2 21-1609 Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2020.
   Attachments: 2020-12 City Treasurer Report and Investment Activity Report
- 21-1613 Consider a motion to approve the write off of December uncollectible accounts in the amount of \$3,249.24.
   Attachments: Uncollectible Accounts 2020 Dec
- 4 <u>21-1588</u> Consider a motion to approve Pay Request #3 in the amount of \$16,975.09 to Casper Construction for the Solar Plus Storage Grading Project.

Attachments: Solar plus Storage Grading Pay App 3 (1)

- <sup>5</sup> <u>21-1605</u> Consider a motion to confirm the hire of the selection committee's preferred applicant, Ms. Jean Lane, for the Business Services Manager position contingent upon satisfactory results of the pre-employment background screenings.
- 6 <u>21-1607</u> Consider a motion to authorize the sale and/or disposal of surplus non-AMI electric meters. <u>Attachments:</u> <u>2021-01 Electric Meter Surplus Sale</u>
- 7 21-1597 Consider a motion to approve the purchase of four lift station Alarm Agents from NOS Automation for the Lift Station Radio Upgrades capital project in the amount of \$9,626.65.
  - Attachments: January 2021 Planlt Lift Alarms January 2021 - Quote - NOS Q202012001.0 January 2021 - Quote - Tank Vitals

#### 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

8 21-1586 Consider a motion to approve the 2021 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota

Office of Budget and Management. Draft 2021 MN Pay Equity Report.pdf Attachments: MMB Guide to Understanding Pay Equity Compliance.pdf

9 21-1603 Review the January Administration Department Report. Attachments: 2021-0113 Administrative Report.pdf

#### **BUSINESS SERVICES DEPARTMENT**

10 21-1610 Review the January Business Services Department Report. 2020-12 Business Services Monthly Report Attachments:

#### ELECTRIC DEPARTMENT

11 21-1608 Review the January Electric Department Report. 2021-0113 Electric Report Attachments:

#### WATER AND WASTEWATER DEPARTMENT

12 21-1598 Review the January Water-Wastewater Department Report. Water & Wastewater January 2021 Attachments:

#### SAFETY REPORT

13 21-1604 Review the January Safety Report. 2021-0113 Safety Report.pdf Attachments:

#### **VERIFIED CLAIMS**

14 21-1612 Consider a motion to approve the verified claims for December in the amount of \$2,348,800.35. Computer Check Register \$1,233,155.04. Manual Check Register \$1,115,645.31. AP List 2020.12.31 #1 Attachments: Check Register Manual 2020.12.31

### ADJOURNMENT

The next Special Meeting/Work Session is scheduled for Tuesday, February 2, 2021 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 is Wednesday, February 17, 2021 at 4:00 p.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.