



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, April 12, 2017

4:00 PM

Conference Room of Public Utilities Service Center

1 CALL TO ORDER

A regular meeting of the Grand Rapids Public Utilities Commission was held on April 12, 2017 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

2 CALL OF ROLL

Present 5 - Commissioner Glen Hodgson, President Stephen Welliver, Secretary Greg Chandler, Commissioner Tom Stanley, and Commissioner Rick Blake

Commissioner Blake arrived at 4:25 PM.

Others Present: General Manager Kennedy, Electric Department Manager Goodell, Wastewater Treatment Department Manager Mattson, Administrative/ HR Assistant Flannigan, Attorney Bengtson.

3 APPROVAL OF MINUTES

3.a. [17-0243](#)

Consider approving the minutes of the March 15, 2017 regular meeting and the March 30, 2017 special meeting.

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Glen Hodgson, to approve the minutes of the March 15, 2017 regular meeting and the March 30, 2017 special meeting. The motion PASSED by an unanimous vote.

4 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

4.a. [17-0244](#)

Consider approving the City Treasurer's Report and Investment Activity Report for March 2017.

General Manager Kennedy reviewed the March 2017 City Treasurer's Report and Investment Activity Report with the Commission.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Glen Hodgson, to approve the City Treasurer's Report and Investment Activity Report for March 2017. The motion PASSED by an unanimous vote.

5 PUBLIC FORUM

None present.

6 COMMISSION REPORTS

No items.

7 ADMINISTRATION**7.a. [17-0249](#)**

Consider approving the terms and conditions of the Lake Country Power (LCP) Electric Service Territory Acquisition Agreement and authorize staff to forward the Agreement to LCP for approval.

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to approve the terms and conditions of the Lake Country Power (LCP) Electric Service Territory Acquisition Agreement and authorize staff to forward the Agreement to LCP for approval. The motion PASSED by an unanimous vote.

7.b. [17-0248](#)

Consider recommendation and approval of the Special Projects Manager Employment Agreement.

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to authorize termination of the existing employment agreement with Anthony Ward and provide a \$50,000 lump sum severance payment upon his retirement resignation date of April 27, 2017. As of the date hereof and at all times hereafter, the Employment Agreement Regarding Employment, Transition, Severance and Consultation with Anthony Ward dated December 30, 2014 is rescinded in full, except to the extent it has been relied upon and given effect by the parties prior to the date hereof. The motion PASSED by an unanimous vote.

7.c. [17-0239](#)

Consider adopting updates to the GRPUC Personnel Policies, 13.0 Appendix A, Schedule for Benefits and Reimbursements.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Glen Hodgson, to adopt the 2017 updates to the GRPUC Personnel Policies, 13.0 Appendix A, Schedule for Benefits and Reimbursements. The motion PASSED by an unanimous vote.

7.d. [17-0232](#)

March 2017 Wholesale Electric Service Cost.

General Manager Kennedy reviewed the March 2017 Wholesale Electric Service Cost with the Commission.

Received and Filed

8 ACCOUNTING AND FINANCE**8.a. [17-0245](#)**

Review the Accounting and Finance Operations Report for March 2017.

General Manager Kennedy reviewed the March 2017 Operations Report with the Commission.

Received and Filed

9 ELECTRIC DEPARTMENT

- 9.a. [17-0242](#) Review the Electric Department Operations Report for March 2017.

Electric Department Manager Goodell reviewed the March 2017 Operations Report with the Commission.

Received and Filed

- 9.b. [17-0246](#) Consider awarding the contract for the 2017 Hale Lake Sub Loop Cable Replacement Project

A motion was made by Commissioner Glen Hodgson, seconded by Secretary Greg Chandler, to award the contract for the 2017 GRPUC Hale Lake Sub Loop Cable Replacement Project to AEI Construction Inc. of Perham, MN for the low bid of \$57,900.00. The motion PASSED by an unanimous vote.

10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. [17-0229](#) Review the Wastewater Treatment Facility Operations Report for March 2017.

Wastewater Treatment Department Manager Mattson reviewed the March 2017 Operations Report with the Commission.

Received and Filed

- 10.b. [17-0228](#) Consider approving the capital expenditure of repairing the south industrial screen house Parkson screen.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve the capital expenditure and accept the quote from Parkson in the amount of \$66,425.00 for parts and materials to rebuild the south industrial screen house Parkson screen. The motion PASSED by an unanimous vote.

11 WATER AND WASTEWATER COLLECTION

- 11.a. [17-0231](#) Water and Wastewater Collection Operations Report March 2017.

General Manager Kennedy reviewed the March 2017 Operations Report with the Commission.

Received and Filed

Commissioner Blake arrived at 4:25 PM.

12 SAFETY

12.a. [17-0233](#) Safety Report March 2017.

General Manager Kennedy reviewed the safety initiatives for the month of March 2017.

Received and Filed

13 **DISCUSSION AND CORRESPONDENCE**

[17-0238](#)

- a. MMUA Chainsaw Safety, Rigging and Tree Felling, March 2, 2017, Grand Rapids, MN - Mike Bader, Shannon Thomsen, Joe Riley, Rick Fox, Brett Dickie, Jake Bowers, Jeremy Goodell, Doug Gustafson.
- b. MMUA Safety Training - Ringing Out Cable, March 7, 2017, Grand Rapids, MN - Rick Fox, Jim Foss, Jason Blanchard, Doug Gustafson, Rodney Ruder, Mike Bader, Joe Riley, Jim Schmitt, Shannon Thomsen, Jake Bowers, Jeremy Goodell.
- c. MRWA 33rd Annual Water & Wastewater Technical Conference, March 7-9 2017, St. Cloud, MN-Brett Dickie.
- d. Altec Industries, Inc.-Digger Derrick Operator Training, March 16, 2017, Grand Rapids, MN - Mike Bader, Shannon Thomsen, Jim Schmitt, Joe Riley, Jake Bowers, Rodney Ruder, Jeremy Goodell.
- e. United Rental Excavation Safety Training, March 21, 2017, Grand Rapids, MN - Dennis Doyle, Henry Swentkofske, Steve Mattson, Rodger Weaver, Zach Meyers, Tony Flinck, Troy Bridge, Robert Larson.
- f. United Rental Confined Space Safety Training, March 21, 2017, Grand Rapids, MN - Dennis Doyle, Henry Swentkofske, Steve Mattson, Rodger Weaver, Zach Meyers, Tony Flinck, Troy Bridge, Robert Larson.
- g. 2017 Mid-West ESRI Utility Users Group GIS Conference, March 29-31, 2017, Fargo, ND - John Aultman, Jason Blanchard

Received and Filed

14 **VERIFIED CLAIMS**

- 14.a. [17-0234](#) Consider approving verified claims for March 2017.
Computer Check Register \$1,322,898.61
Manual Check Register \$ 597,244.07

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to authorize the verified claims for payment in the amount of \$597,244.07 (manual checks) per the attached list. The motion PASSED by an unanimous vote.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Glen Hodgson, to authorize the verified claims for payment in the amount of \$1,322,568.61 (computer checks) per attached list. The motion PASSED by an unanimous vote.

A motion was made by Secretary Chandler, seconded by Commissioner Stanley, to approve a claim for payment in the amount of \$70.00 from Short Elliot Hendrickson, Inc. (SEH). The motion carried by the following vote.

Aye: 4 - President Stephen Welliver, Secretary Greg Chandler, Commissioner Tom Stanley, and Commissioner Rick Blake

Abstain: 1 - Commissioner Glen Hodgson

A motion was made by Commissioner Hodgson, seconded by Commissioner Blake, to approve a claim for payment in the amount of \$260.00 from Anderson Glass, Inc. The motion carried by the following vote.

Aye: 4 - Commissioner Glen Hodgson, President Stephen Welliver, Secretary Greg Chandler, and Commissioner Rick Blake

Abstain: 1 - Commissioner Tom Stanley

15 ADJOURNMENT

The next regular Commission meeting is Wednesday, May 17, 2017 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

By call of the chair, the meeting was declared adjourned at 4:33 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant