



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, February 14, 2018

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 Wednesday, February 14, 2018 at 4:00 PM in the Conference Room 112 of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

2 CALL OF ROLL

Present 3 - President Stephen Welliver, President Glen Hodgson, and Commissioner Tom Stanley

Absent 1 - Commissioner Rick Blake

Others Present: General Manager Kennedy, Finance Manager Betts, Electric Department Manager Goodell, Water/Wastewater Collection/Safety Manager Doyle, Wastewater Treatment Department Manager Mattson, Administrative/ HR Assistant Flannigan, Attorney Bengtson.

3 APPROVAL OF MINUTES

- 3.a. [18-0115](#) Consider approving the minutes of the January 16, 2018 regular meeting and the January 29, 2018 special meeting.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Glen Hodgson, to approve the minutes of the January 16, 2018 regular meeting and the January 29, 2018 special meeting. The motion PASSED by unanimous vote.

4 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

- 4.a. [18-0111](#) Consider approving the City Treasurer's Report and Investment Activity Report for January 2018.

Finance Manager Betts reviewed the Accounting and Finance Operations Report for January 2018 with the Commission.

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Glen Hodgson, to approve the City Treasurer's Report and Investment Activity Report for January 2018. The motion PASSED by unanimous vote.

5 PUBLIC FORUM

None present.

6 COMMISSION REPORTS

No items.

7 ADMINISTRATION

- 7.a. [17-0939](#) Consider election of officers.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to open nominations for the offices of President and Secretary, to be effective March 1, 2018. The motion PASSED by unanimous vote.

President Stephen Welliver called for nominations for the office of President. Secretary Greg Chandler nominated Commissioner Glen Hodgson for the office of President. No other nominations were placed. Commissioner Glen Hodgson accepted the nomination for one year until the end of his term on February 28, 2019. A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to close nominations and declare Commissioner Glen Hodgson elected to the office of President, effective March 1, 2018. The motion PASSED by unanimous vote.

President Stephen Welliver called for nominations for the office of Secretary. Commissioner Tom Stanley nominated Secretary Greg Chandler for the office of Secretary. Secretary Greg Chandler accepted the nomination. No other nominations were placed. A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to close nominations and declare Secretary Greg Chandler elected to the office of Secretary, effective March 1, 2018. The motion PASSED by unanimous vote.

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Glen Hodgson, to declare the elections closed. The motion PASSED by unanimous vote.

- 7.b. [18-0113](#) Review the Administrative Report for January 2018.

General Manager Kennedy reviewed the January 2018 Administrative updates with the Commission, including the January 2018 Wholesale Electric Service Cost.

Received and Filed

8 ACCOUNTING AND FINANCE

- 8.a. [18-0112](#) Review the Accounting and Finance Operations Report for January 2018.

Finance Manager Betts reviewed the Accounting and Finance Operations Report for January 2018 with the Commission.

Received and Filed

9 ELECTRIC DEPARTMENT

- 9.a. [18-0108](#) Request adoption of Resolution No. 02-14-18-1 certifying the Grand Rapids Public Utilities Commission adopts the attached Policy Regarding Distributed Generation and Net Metering and the associated Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities.

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to adopt Resolution No. 02-14-18-1 certifying the Grand Rapids Public Utilities Commission adopts the attached Policy Regarding Distributed Generation and Net Metering and the associated Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities as amended to insert "Grand Rapids Public Utilities" on Page 7, Subp. 22. Utility. The motion PASSED by unanimous vote.

- 9.b. [18-0116](#) Consider approval of the 2018 GRPUC Cogeneration and Small Power Production Tariff.

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to approve the 2018 GRPUC Cogeneration and Small Power Production Tariff. The motion PASSED by unanimous vote.

- 9.c. [18-0110](#) Request Commission's approval of 2017 Cogeneration Report.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Glen Hodgson, to approve the 2017 Cogeneration Report. The motion PASSED by unanimous vote.

- 9.d. [18-0106](#) Review the Electric Department Operations Report for January 2018.

Electric Department Manager Goodell reviewed the Electric Department Operations Report for January 2018 with the Commission.

Received and Filed

10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. [18-0091](#) Review the Wastewater Treatment Facility Operations Report for January 2018.

Wastewater Treatment Department Manager Mattson reviewed the Wastewater Treatment Facility Operations Report for January 2018 with the Commission.

Received and Filed

11 WATER AND WASTEWATER COLLECTION

- 11.a. [18-0103](#) Review Water and Wastewater Collection Operations Report January 2018.

Water/Wastewater Collection/Safety Manager Doyle reviewed the Water/Wastewater Collection Operations Report for January 2018 with the Commission.

Received and Filed

- 11.b. [18-0105](#) Request Authorization to Prepare Bid Documents, Advertise for Bid and Contract with Cogsdale to write the Mass Meter Import Config File for the Water AMI Water Meter Project.

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to authorize the preparation and advertisement of bid documents for the purchase and installation of the remaining residential water nodes and for the replacement of residential meters that are greater than 10 years old, and contract with Cogsdale to write the Mass Meter Import Configuration file necessary for the completion of the AMI Water Meter Project. The motion PASSED by unanimous vote.

12 SAFETY

- 12.a. [18-0104](#) Safety Report January 2018.

Water/Wastewater Collection/Safety Manager Doyle reviewed the Safety Report for January 2018 with the Commission.

Received and Filed

13 DISCUSSION AND CORRESPONDENCE

No items.

14 CLAIMS FOR PAYMENT

- 14.a. [18-0098](#) Short Elliott Hendrickson, Inc. (SEH)
Invoice # 343882 \$ 550.00
Invoice # 343883 \$ 870.00

A motion was made by Secretary Chandler, seconded by Commissioner Stanley, to approve payment to Short Elliott Hendrickson, Inc. (SEH) in the amount of \$1,420.00 (Invoice # 343882 for \$550.00 and Invoice # 343883 for \$870.00). The motion carried by the following vote.

Aye: 3 - President Stephen Welliver, Greg Chandler, and Commissioner Tom Stanley

Abstain: 1 - President Glen Hodgson

15 VERIFIED CLAIMS

- 15.a. [18-0114](#) Consider approving verified claims for January 2018
Computer Check Register \$ 1,357,122.22
Manual Check Register \$ 651,917.27

A motion was made by Secretary Greg Chandler, seconded by Commissioner Glen Hodgson, to approve verified claims in the amount of \$2,009,039.49 (Computer Check Register in the amount of \$1,357,122.22 and Manual Check Register in the amount of \$651,917.27). The motion PASSED by unanimous vote.

16 ADJOURNMENT

A Special Meeting/Work Session is scheduled on Tuesday, February 27, 2018 at 12:00 Noon in conference room 112 of the PW/PU Service Center at 500 SE 4th Street, Grand Rapids, MN 55744.

The March Regular Commission Meeting is rescheduled to Wednesday, March 21, 2018 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The April Regular Commission meeting is rescheduled to Wednesday, April 18, 2018 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 regular meeting was declared adjourned at 4:41 PM

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.