



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, March 21, 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, March 21, 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 5 - Secretary Greg Chandler, President Glen Hodgson, Commissioner Tom Stanley, Commissioner Rick Blake, and Commissioner Kathy Kooda

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. Members of the media and public were also present.

3 [18-0169](#)

Acknowledge posting of the change in the regular meeting date and time.

President Hodgson acknowledged the proper posting of the change in the regular meeting date.

Received and Filed

4 APPROVAL OF MINUTES

4.a. [18-0171](#)

Consider approving the minutes of the February 14, 2018 regular meeting and the February 27, 2018 special meeting.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve the minutes of the February 14, 2018 regular meeting and the February 27, 2018 special meeting. The motion PASSED by unanimous vote.

- 12.b. [18-0184](#) Review and Approve Braun Intertec Proposal for Soil Investigation - Enbridge Line #3.
- Review and Approve Reimbursement Agreement with Enbridge Energy.
- Authorize staff to conduct a neighborhood meeting on Monday, April 16 from 6 - 8 p.m. to review the agreed upon work plan.
- At the request of President Hodgson, Item 12.b. was moved up on the Agenda to accommodate the media and public present at the meeting.*
- A motion was made by Commissioner Rick Blake, seconded by Secretary Greg Chandler, to approve the Braun Intertec Proposal for Soil Investigation regarding Enbridge Line #3, approve the Reimbursement Agreement with Enbridge Energy, and authorize staff to conduct a neighborhood meeting on Monday, April 16 from 6 - 8 p.m. to review the agreed upon work plan. The motion PASSED by unanimous vote.**

5 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

- 5.a. [18-0180](#) Consider approving the City Treasurer's Report and Investment Activity Report for February 2018.
- Finance Manager Betts reviewed the City Treasurer's Report and Investment Activity Report for February 2018 with the Commission.*
- A motion was made by Commissioner Tom Stanley, seconded by Commissioner Rick Blake, to approve the City Treasurer's Report and Investment Activity Report for February 2018. The motion PASSED by unanimous vote.**

6 PUBLIC FORUM

No comments.

7 COMMISSION REPORTS

No items.

8 ADMINISTRATION

- 8.a. [18-0187](#) Review the February 2018 Administrative Report.
- General Manager Kennedy reviewed the February 2018 Administrative updates with the Commission, including the February 2018 Wholesale Electric Service Cost.*
- Received and Filed**

- 8.b. [18-0188](#) Consider authorizing staff to send out the Request for Proposal (RFP) for Professional Services for Assistance with Community Solar Garden (CSG) Preliminary Program Design.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, that this Agenda Item be Tabled, at the request of the General Manager, to allow time to follow up on eligible grants for this project. The motion PASSED by unanimous vote.

9 ACCOUNTING AND FINANCE

- 9.a. [18-0181](#) Review the Accounting and Finance Operations Report for February 2018.

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

Received and Filed

- 9.b. [18-0182](#) Consider approving the writeoff of March uncollectible accounts in the amount of \$264.11.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to approve the writeoff of March uncollectible accounts in the amount of \$264.11. The motion PASSED by unanimous vote.

10 ELECTRIC DEPARTMENT

- 10.a. [18-0179](#) Review the Electric Department Operations Report for February 2018.

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

Received and Filed

- 10.b. [18-0186](#) Request authorization for sale of Truck 83, 2008 Ford Escape.

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to authorize the advertisement for bids for the sale of Truck #83, a 2008 Ford Escape recently damaged in a collision, starting March 21, 2018 and closing on March 30, 2018. The motion PASSED by unanimous vote.

11 WASTEWATER TREATMENT FACILITY OPERATIONS

- 11.a. [18-0176](#) Review the Wastewater Treatment Facility Operations Report for February 2018.

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

Received and Filed

12 WATER AND WASTEWATER COLLECTION

- 12.a. [18-0183](#) Review Water and Wastewater Collection Operations Report February 2018.

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

Received and Filed

13 SAFETY

- 13.a. [18-0185](#) Safety Report February 2018.

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

Received and Filed

14 VERIFIED CLAIMS

- 14.a. [18-0170](#) Consider approving verified claims for February 2018
Computer Check Register \$ 1,197,700.69
Manual Check Register \$ 546,809.64

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to approve verified claims for February 2018 in the amount of \$1,744,510.33 (Computer Check Register - \$ 1,197,700.69 and Manual Check Register - \$ 546,809.64). The motion PASSED by unanimous vote.

15 ADJOURNMENT

The next regular Commission meeting has been 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.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to adjourn the meeting at 4:41 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.