



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

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Wednesday, April 18, 2018

4:00 PM

Conference Room of Public Utilities Service Center

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### 1 CALL TO ORDER

*A Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, April 18, 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** 4 - President Glen Hodgson, Secretary Greg Chandler, Commissioner Tom Stanley, and Commissioner Kathy Kooda

**Absent** 1 - Commissioner Rick Blake

*Others Present: General Manager Kennedy, Electric Department Manager Goodell, Wastewater Treatment Department Manager Mattson, Attorney O'Toole.*

### 3 [18-0225](#)

Acknowledge posting of the change in the regular meeting date.

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

**Received and Filed**

### 4 APPROVAL OF MINUTES

#### 4a [18-0226](#)

Consider approving the minutes of the March 21, 2018 regular meeting.

**A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to approve the minutes of the March 21, 2018 regular meeting. The motion PASSED by unanimous vote.**

### 5 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

#### 5a [18-0261](#)

Consider approving the City Treasurer's Report and Investment Activity Report for March 2018.

*General Manager Kennedy reviewed the City Treasurer's Report and Investment Activity Report for March 2018 with the Commission.*

**Received and Filed**

### 6 PUBLIC FORUM

*None present.*

**7 COMMISSION REPORTS**

*President Glen Hodgson and Commissioner Tom Stanley reported on the Grand Rapids Wellhead Protection Neighborhood Meeting and Presentation by Dennis Doyle, GRPUC Water/Wastewater Collection Manager, of the approved technical plan for the Enbridge Line #3 deactivation within the City of Grand Rapids Wellhead Protection Area that was held on Monday, April 16, 2018 at 6:00 PM in the Conference Room 112 of the Public Works/Public Utilities Service Center at 500 SE 4th Street. The meeting provided a summary and explanations of a good work plan to protect the Wellhead Protection Area.*

**8 ADMINISTRATION**

- 8a [18-0266](#) Review the March 2018 Administrative Report.

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

**Received and Filed**

- 8b [18-0264](#) Consider declaring a vacancy exists and authorize the posting and/or advertising for a GIS Technician / Locator position (previously Electric Systems Coordinator position).

**A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to declare a vacancy exists and authorize the posting and/or advertising for a GIS Technician / Locator position. The motion PASSED by unanimous vote.**

- 8c [18-0267](#) Consider formally confirming the filling of the vacancy of the WWTP Operator position with the selection committee's preferred candidate, pending acceptance of our offer and satisfactory results of the background checks and pre-employment screening.

**A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to confirm the filling of the vacancy of the WWTP Operator position with the selection committee's preferred candidate, pending acceptance of our offer and satisfactory results of the background checks and pre-employment screening. The motion PASSED by unanimous vote.**

**9 ACCOUNTING AND FINANCE**

- 9a [18-0262](#) Review the Accounting and Finance Operations Report for March 2018.

*General Manager Kennedy reviewed the Accounting and Finance Operations Report for March 2018 with the Commission.*

**Received and Filed**

**10 ELECTRIC DEPARTMENT**

- 10a [18-0263](#) Review the Electric Department Operations Report for March 2018.

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

**Received and Filed**

**11 WASTEWATER TREATMENT FACILITY OPERATIONS**

- 11a [18-0256](#) Review the Wastewater Treatment Facility Operations Report for March 2018.

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

**Received and Filed**

**12 WATER AND WASTEWATER COLLECTION**

- 12a [18-0260](#) Review the Water and Wastewater Collection Operations Report for April 2018.

*General Manager Kennedy reviewed the Water/Wastewater Collection Operations Report for March 2018 with the Commission.*

**Received and Filed**

**13 SAFETY**

- 13a [18-0258](#) Review Safety Report for March 2018.

*General Manager Kennedy reviewed the Safety Report for March 2018 with the Commission.*

**Received and Filed**

**14 VERIFIED CLAIMS**

- 14a [18-0265](#) Consider approving verified claims for March 2018  
Computer Check Register \$ 1,138,814.92  
Manual Check Register \$ 611,704.62

**A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve the verified claims for March 2018 in the amount of \$1,750,519.54 (Computer Check Register \$ 1,138,814.92 and Manual Check Register \$ 611,704.62). The motion PASSED by unanimous vote.**

**15      ADJOURNMENT**

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to adjourn the meeting at 4:36 PM. The motion PASSED by unanimous vote.

A special meeting/work session is scheduled for May 2, 2018 at 3:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next regular Commission meeting is Wednesday, May 16, 2018 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.