



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

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Wednesday, May 16, 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, May 16, 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 - President Glen Hodgson, Secretary Greg Chandler, Commissioner Tom Stanley, Commissioner Rick Blake, and Commissioner Kathy Kooda

*Others Present: General Manager Kennedy, Finance Manager Betts, Administrative/HR Assistant Flannigan, Attorney Bengtson.*

### 3 APPROVAL OF MINUTES

#### 3.a. [18-0323](#)

Consider approving the minutes of the April 5, 2018 special meeting and the April 18, 2018 regular meeting.

**A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve the minutes of the April 5, 2018 special meeting and the April 18, 2018 regular meeting, noting a correction to the April 5, 2018 meeting Call To Order to read: "A Special Meeting of the Grand Rapids Public Utilities Commission was held...". The motion PASSED by unanimous vote.**

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

#### 4.a. [18-0315](#)

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

*Finance Manager Betts reviewed the City Treasurer's Report and Investment Activity Report for April with the Commission.*

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, that this Agenda Item be Passed . The motion PASSED by unanimous vote.**

### 5 PUBLIC FORUM

*None present.*

**6 COMMISSION REPORTS**

*No items.*

**7 ADMINISTRATION**

- 7.a. [18-0326](#) Consider declaring a vacancy exists and authorize the posting and/or advertising for a Electrical Maintenance position within the Electric Department.
- A motion was made by Commissioner Tom Stanley, seconded by Commissioner Kathy Kooda, to declare a vacancy exists and authorize the posting and/or advertising for a Electrical Maintenance position within the Electric Department. The motion PASSED by unanimous vote.**
- 7.b. [18-0325](#) Authorize acceptance of the Northeast Service Cooperative (NESC) health insurance proposal for July 1, 2018 through December 31, 2018 in the amount of \$948.50 for single coverage and \$1915.50 for family coverage.
- A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to authorize acceptance of the Northeast Service Cooperative (NESC) health insurance proposal for July 1, 2018 through December 31, 2018 in the amount of \$948.50 for single coverage and \$1915.50 for family coverage. The motion PASSED by unanimous vote.**
- 7.c. [18-0327](#) Review the May 2018 Administrative Report.
- General Manager Kennedy reviewed the May 2018 Administrative updates with the Commission, including the Wholesale Electric Service Cost.*
- Received and Filed**

**8 ACCOUNTING AND FINANCE**

- 8.a. [18-0316](#) Review the Accounting and Finance Operations Report for April 2018.
- Finance Manager Betts reviewed the Accounting and Finance Operations Report for April 2018 with the Commission.*
- Received and Filed**

**9 ELECTRIC DEPARTMENT**

- 9.a. [18-0321](#) Review the Electric Department Operations Report for April 2018.
- General Manager Kennedy reviewed the Electric Department Operations Report for April 2018 with the Commission.*
- Received and Filed**

**10 WASTEWATER TREATMENT FACILITY OPERATIONS**

- 10.a. [18-0312](#) Review the Wastewater Treatment Facility Operations Report for April 2018.

*General Manager Kennedy reviewed the Wastewater Treatment Facility Operations Report for April 2018 with the Commission.*

**Received and Filed**

**11 WATER AND WASTEWATER COLLECTION**

- 11.a. [18-0318](#) Review the Water and Wastewater Collection Operations Report for April 2018.

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

**Received and Filed**

**12 CLAIMS FOR PAYMENT**

- 12.a. [18-0319](#) Consider approving payment to Electric Pump in the amount of \$45,745.78 for the 60 hp Flygt pump for the domestic lift station.

**A motion was made by Commissioner Rick Blake, seconded by Secretary Greg Chandler, to approve payment to Electric Pump in the amount of \$45,745.78 for the 60 hp Flygt pump for the domestic lift station. The motion PASSED by unanimous vote.**

**13 VERIFIED CLAIMS**

- 13.a. [18-0320](#) Consider approving verified claims for April 2018 in the amount of \$1,730,173.01 (Computer Check Register \$1,063,828.43 and Manual Check Register \$666,344.58)

**A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve verified claims for April 2018 in the amount of \$1,730,173.01 (Computer Check Register \$1,063,828.43 and Manual Check Register \$666,344.58). The motion PASSED by unanimous vote.**

**14      ADJOURNMENT**

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to adjourn the meeting at 4:40 PM. The motion PASSED by unanimous vote.

A special meeting/work session is scheduled for Wednesday, May 30, 2018 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next regular Commission meeting is Wednesday, June 13, 2018 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

A joint meeting/work session with the City Council and Public Utilities Commission is scheduled for Wednesday, June 20, 2018 at 1:00 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.