



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

---

Wednesday, August 15, 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, August 15, 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 - Secretary Greg Chandler, Commissioner Tom Stanley, Commissioner Rick Blake, and Commissioner Kathy Kooda

**Absent** 1 - President Glen Hodgson

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

### 3 APPROVAL OF MINUTES

- 3.a. [18-0497](#) Consider approving the minutes of the July 11, 2018 regular meeting, and the July 24, 2018 special meeting.

**A motion was made by Commissioner Tom Stanley, seconded by Commissioner Rick Blake, to approve the minutes of the July 11, 2018 regular meeting, and the July 24, 2018 special meeting. The motion PASSED by unanimous vote.**

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

- 4.a. [18-0525](#) Consider approving the City Treasurer's Report and Investment Activity Report for July 2018.

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

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Kathy Kooda, to approve the City Treasurer's Report and Investment Activity Report for July 2018. The motion PASSED by unanimous vote.**

### 5 PUBLIC FORUM

*None present.*

**6 COMMISSION REPORTS**

*No items.*

**7 ADMINISTRATION**

- 7.a. [18-0502](#) Consider a motion to approve the MMUA delegation form.

**A motion was made by Commissioner Kathy Kooda, seconded by Commissioner Tom Stanley, to designate Julie Kennedy as the duly authorized delegated representative to cast votes on all matters to come before the membership of the Minnesota Municipal Utilities Association. This appointment shall be valid until such time as it may be, from time to time, amended by this body. The following are designated as alternates to the designated representative: 1. Tyanne Betts 2. Jeremy Goodell 3. Steve Mattson. The motion PASSED by unanimous vote.**

- 7.b. [18-0505](#) Consider a motion to authorize the sale and/or disposal of surplus property.

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to authorize the sale and/or disposal of surplus property in accordance with MN Statutes and Rules, through means of public auction and/or the DNR Surplus Auction on August 25, 2018. The motion PASSED by unanimous vote.**

- 7.c. [18-0510](#) Consider a motion to approve the sale of stockpile material and authorize the Secretary to sign the License Agreement.

**A motion was made by Commissioner Tom Stanley, seconded by Commissioner Kathy Kooda, to approve the sale of approximately 7,000 cubic yards of stockpiled granular material located at the Wastewater Treatment Facility for the highest quote from Hammerlund Construction in the amount of \$1.50/CY of material, and authorize the Secretary to sign the license agreement. The motion PASSED by unanimous vote.**

- 7.d. [18-0504](#) Consider a motion to approve the First Amendment to Lease Communications Facility and Limited Use of Water Tower with Verizon Wireless for the Mid Water Tower.

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to approve the First Amendment to Lease Communications Facility and Limited Use of Water Tower with Verizon Wireless for the Mid Water Tower, as previously reviewed in 2015. The motion PASSED by unanimous vote.**

- 7.e. [18-0501](#) Consider a motion to confirm filling the vacancy of the Electrical Maintenance position with the selection committee's preferred candidate, Mr. Doug Trboyevich contingent upon satisfactory results of the pre-employment health screening.

**A motion was made by Commissioner Kathy Kooda, seconded by Commissioner Tom Stanley, to confirm filling the vacancy of the Electrical Maintenance position with the selection committee's preferred candidate, Mr. Doug Trboyevich. The motion PASSED by unanimous vote.**

- 7.f. [18-0503](#) Review the Administrative Report.

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

**Received and Filed**

## 8 ACCOUNTING AND FINANCE

- 8.a. [18-0526](#) Review the Accounting and Finance Operations Report for July.

*Finance Manager Betts reviewed the Accounting and Finance Operations Report for July with the Commission.*

**Received and Filed**

## 9 ELECTRIC DEPARTMENT

- 9.a. [18-0528](#) Review the Electric Department Operations Report for July 2018.

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

**Received and Filed**

## 10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. [18-0516](#) Review the Wastewater Treatment Facility Operations Report for July.

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

**Received and Filed**

## 11 WATER AND WASTEWATER COLLECTION

- 11.a. [18-0506](#) Review the Water and Wastewater Collection Operations Report for July.

*Wastewater Treatment Department Manager Mattson reviewed the Water/Wastewater Collection Operations Report for July with the Commission*

**Received and Filed**

**12 DISCUSSION AND CORRESPONDENCE**

*No items.*

**13 VERIFIED CLAIMS**

- 13.a. [18-0496](#) Consider approving verified claims for July.  
Computer Check Register \$1,204,079.82  
Manual Check Register \$ 490,075.95

**A motion was made by Commissioner Tom Stanley, seconded by Commissioner Kathy Kooda, to approve verified claims for July in the amount of \$1,694,155.77 (Computer Check Register \$1,204,079.82 and Manual Check Register \$490,075.95) The motion PASSED by unanimous vote.**

**14 ADJOURNMENT**

*A special meeting/work session is scheduled for Tuesday, August 28, 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, September 12, 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 Commissioner Tom Stanley, seconded by Commissioner Kathy Kooda, to adjourn at 4:37 PM. The motion PASSED by unanimous vote.**

**Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.**