



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, February 13, 2019

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 13, 2019 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, Electric Department Manager Goodell, Wastewater/Wastewater Department Manager Mattson, Information Systems Coordinator Glusica, Attorney Bengtson.

3 APPROVAL OF MINUTES

3.a. [19-0090](#) Consider approving the minutes of the January 16, 2019 regular meeting.

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to approve the minutes of the January 16, 2019 regular meeting. The motion PASSED by unanimous vote.

4 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

4.a. [19-0092](#) Consider approving the City Treasurer's Report and Investment Activity Report for January 2019.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to approve the City Treasurer's Report and Investment Activity Report for January 2019. The motion PASSED by unanimous vote.

5 PUBLIC FORUM - None present.

6 COMMISSION REPORTS

Commissioner Rick Blake reported on attending the Minnesota Municipal Utilities Association Legislative Conference in St. Paul on January 29-30, 2019.

Commissioner Kathy Kooda complimented the GRPU staff on two recent interactions, when completing a commercial customer application, for ease of transactions and prompt response from customer service staff.

7 ADMINISTRATION

- 7.a. [19-0100](#) Review the Administration Department Report.

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

Received and Filed

8 ACCOUNTING AND FINANCE

- .8.a. [19-0093](#) Review the Accounting and Finance Operations Report for January 2019.

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

Received and Filed

- 8.b. [19-0096](#) Consider a motion to authorize the sale and/or disposal of surplus property.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to authorize the sale and/or disposal of surplus property. The motion PASSED by unanimous vote.

- 8.c. [19-0094](#) Consider approving the writeoff of February uncollectible accounts in the amount of \$51.49.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Kathy Kooda, to approve the writeoff of February uncollectible accounts in the amount of \$51.49. The motion PASSED by unanimous vote.

9 ELECTRIC DEPARTMENT

- 9.a. [19-0088](#) Review the Electric Department Operations Report for January 2019.

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

Received and Filed

- 9.b. [19-0087](#) Request the Commission's consideration in authorizing approval for purchase of a service body for budgeted item Truck 83.

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to authorize the purchase of a service body for budgeted item Truck 83. The motion PASSED by unanimous vote.

- 9.c. [19-0091](#) Request the Commission's consideration in entering into a contract with Citi Lites Inc. for utility locating services.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to authorize entering into a contract with Citi Lites Inc. for utility locating services, as amended to include electric utility and fiber optic locating services only. The motion PASSED by unanimous vote.

10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. [19-0086](#) Review the Wastewater Treatment Facility Operations Report for January.

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

Received and Filed

11 WATER AND WASTEWATER COLLECTION

- 11.a. [19-0097](#) Review the Water and Wastewater Collection Operations Report for January.

Wastewater/Wastewater Department Manager Mattson reviewed the Water/Wastewater Collection Operations Report for January with the Commission

Received and Filed

12 SAFETY

- 12.a. [19-0099](#) Review Safety Report for January 2019.

General Manager Kennedy reviewed the Safety Report for January with the Commission

Received and Filed

13 DISCUSSION AND CORRESPONDENCE

No items.

14 VERIFIED CLAIMS

- 14.a. [19-0098](#) Consider approving verified claims for January.
Computer Check Register \$1,247,286.68.
Manual Check Register \$691,877.31.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve verified claims for January in the amount of \$1,939,163.99 (Computer Check Register \$1,247,286.68 and Manual Check Register \$691,877.31). The motion PASSED by unanimous vote.

15 ADJOURNMENT

A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to adjourn at 4:38 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant

The next special meeting/work session is scheduled for Tuesday, February 26, 2019 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, March 13, 2019 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC's desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, copies (gray color) are available at the GRPUC meeting room entrances.