



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, March 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, March 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 4 - President Tom Stanley, Secretary Greg Chandler, Commissioner Rick Blake, and Commissioner Kathy Kooda

Absent 1 - Commissioner Luke Francisco

Others Present: General Manager Kennedy, Finance Manager Betts, Electric Department Manager Goodell, Water/Wastewater Department Manager Mattson, Administrative/ HR Assistant Flannigan, Attorney Bengtson, Itasca Clean Energy Team members Simon Gretton and Bill Schnell.

3 APPROVAL OF MINUTES

3.a. [19-0159](#)

Consider approving the minutes of the February 13, 2019 regular meeting and the February 26, 2019 special meeting/work session.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Kathy Kooda, to approve the minutes of the February 13, 2019 regular meeting and the February 26, 2019 special meeting/work session. The motion PASSED by unanimous vote.

4 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

4.a. [19-0154](#)

Consider approving the City Treasurer's Report and Investment Activity Report for February 2019.

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

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

5 PUBLIC FORUM

No items.

6 COMMISSION REPORTS

No items.

7 ADMINISTRATION

- 7.a. [19-0145](#) Review the Administration Department Report.

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

Received and Filed

8 ACCOUNTING AND FINANCE

- 8.a. [19-0155](#) Review the Accounting and Finance Operations Report for February 2019.

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

Received and Filed

- 8.b. [19-0156](#) Consider approving the writeoff of March uncollectible accounts in the amount of \$197.48.

A motion was made by Commissioner Rick Blake, seconded by Secretary Greg Chandler, to approve the writeoff of March uncollectible accounts in the amount of \$197.48. The motion PASSED by unanimous vote.

9 ELECTRIC DEPARTMENT

- 9.a. [19-0150](#) Review the Electric Department Operations Report for February 2019.

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

Received and Filed

- 9.b. [19-0162](#) Request the Commission's consideration in authorizing GRPU move forward with the City of Grand Rapids consultant to start permitting and civil site preparation for the primary solar garden site near the Grand Rapids Airport. As agreed upon, Minnesota Power will reimburse GRPU for any costs incurred by this consultant.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to authorize GRPU move forward with the City of Grand Rapids consultant to start permitting and civil site preparation for the primary solar garden site near the Grand Rapids Airport. As agreed upon, Minnesota Power will reimburse GRPU for any costs incurred by this consultant. The motion PASSED by unanimous vote.

10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. [19-0144](#) Review the Wastewater Treatment Facility Operations Report for February.
- Wastewater/Wastewater Department Manager Mattson reviewed the Wastewater Treatment Facility Operations Report for February with the Commission.*
- Received and Filed**
- 10.b. [19-0130](#) Consider approving the capital expenditure of a 480volt Motor Control Center (MCC) for the Industrial Screen House .
- A motion was made by Secretary Greg Chandler, seconded by Commissioner Kathy Kooda, to accept a quote from Wesco/Eaton in the amount of \$25,064 for the purchase of a 480 volt Motor Control Center (MCC) for the Industrial Screen House. The motion PASSED by unanimous vote.**
- 10.c. [19-0138](#) Consider a motion to authorize the sale of surplus property (equipment).
- A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to authorize the sale surplus property consisting of two gravity belt thickeners and associated equipment and panels through public auction. The motion PASSED by unanimous vote.**

11 WATER AND WASTEWATER COLLECTION

- 11.a. [19-0141](#) Review the Water and Wastewater Collection Operations Report for February.
- Wastewater/Wastewater Department Manager Mattson reviewed the Water/Wastewater Collection Operations Report for February with the Commission.*
- Received and Filed**
- 11.b. [19-0135](#) Consider approving the capital expenditure of a service body and crane for truck 81.
- A motion was made by Commissioner Kathy Kooda, seconded by Secretary Greg Chandler, to accept the state bid pricing quote from ABM Equipment and Supply in the amount of \$28,721 for the purchase of a service body and crane for truck 81. The motion PASSED by unanimous vote.**

12 SAFETY

- 12.a. [19-0146](#) Review Safety Report for February 2019.
- General Manager Kennedy reviewed the Safety Report for February with the Commission.*
- Received and Filed**

13 DISCUSSION AND CORRESPONDENCE

No items.

14 VERIFIED CLAIMS**14.a. [19-0157](#)**

Consider approving verified claims for February
Computer Check Register \$ 1,233,442.51
Manual Check Register \$ 412,207.82

A motion was made by Secretary Chandler, seconded by Commissioner Blake, to approve verified claims for February in the amount of \$1,645,650.33 (Computer Check Register \$1,233,442.51 and Manual Check Register \$412,207.82). The motion carried by the following vote.

Aye: 3 - Secretary Greg Chandler, Commissioner Rick Blake, and Commissioner Kathy Kooda

Abstain: 1 - President Tom Stanley

15 ADJOURNMENT

By call of the chair, the regular meeting was declared adjourned at 5:00 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

The next special meeting/work session is scheduled for Tuesday, March 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, April 17, 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.