



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

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Wednesday, April 17, 2019

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 17, 2019 at 4:05 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 Tom Stanley, Secretary Greg Chandler, Commissioner Rick Blake, Commissioner Kathy Kooda, and Commissioner Luke Francisco

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

### 3 APPROVAL OF MINUTES

#### 3.a. [19-0213](#)

Consider a motion to approve the minutes of the March 13, 2019 regular meeting and the March 26, 2019 special meeting/work session.

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

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

#### 4.a. [19-0221](#)

Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for March 2019.

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

**A motion was made by Commissioner Kathy Kooda, seconded by Commissioner Luke Francisco, to approve the City Treasurer's Report and the Investment Activity Report for March 2019. The motion PASSED by unanimous vote.**

### 5 PUBLIC FORUM

*None present.*

**6 COMMISSION REPORTS**

*Commissioner Blake reported that the Request for Information produced by Minnesota Power for the solar plus battery storage project approved at the March 26, 2019 regular meeting has been released.*

**7 ADMINISTRATION**

- 7.a. [19-0230](#) Review the Administration Department Report for March 2019.

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

**Received and Filed**

[19-0252](#)

Item 7.b. was added to the agenda, at the request of General Manager Kennedy, to authorize the President to sign an emergency interim contract with James Radtke for the 2019 Sludge Placement for the months of April and May at a cost of \$1.29/cubic yard, not to exceed a total of \$9,675.00.

**A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to authorize the President to sign an emergency interim contract with James Radtke for the 2019 Sludge Placement for the months of April and May at a cost of \$1.29/cubic yard, not to exceed a total of \$9,675. The motion PASSED by unanimous vote.**

**8 ACCOUNTING AND FINANCE**

- 8.a. [19-0222](#) Review the Accounting and Finance Operations Report for March 2019.

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

**Received and Filed**

**9 ELECTRIC DEPARTMENT**

- 9.a. [19-0218](#) Review the Electric Department Operations Report for March 2019.

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

**Received and Filed**

- 9.b. [19-0219](#) Consider a motion to amend the contract between Citi Lites and Grand Rapids Public Utilities to allow the US Infrastructure Corporation to continue the same locating services for GRPU.

**A motion was made by Commissioner Rick Blake, seconded by Secretary Greg Chandler, to amend the contract between Citi Lites and Grand Rapids Public Utilities to allow the US Infrastructure Corporation to continue the same locating services for GRPU. The motion PASSED by unanimous vote.**

- 9.c. [19-0232](#) Consider a motion to approve the updated terms and conditions of the Lake Country Power Electric Service Territory Acquisition Agreement.

**A motion was made by Commissioner Luke Francisco, seconded by Commissioner Kathy Kooda, to approve the updated terms and conditions of the Lake Country Power Electric Service Territory Acquisition Agreement. The motion PASSED by unanimous vote.**

## 10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. [19-0214](#) Review the Wastewater Treatment Facility Operations Report for March.

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

**Received and Filed**

## 11 WATER AND WASTEWATER COLLECTION

- 11.a. [19-0225](#) Review the Water and Wastewater Collection Operations Report for March.

*Wastewater/Wastewater Department Manager Mattson reviewed the Water/Wastewater Collection Operations Report for March with the Commission.*

**Received and Filed**

- 11.b. [19-0226](#) Consider a motion to authorize the expense of updating the water and sanitary sewer system master plans.

**A motion was made by Secretary Greg Chandler, seconded by Commissioner Kathy Kooda, to accept the quote from Short Elliott Hendrickson for a comprehensive water and sewer system study for a total of \$72,000.00. The motion PASSED by unanimous vote.**

- 11.c. [19-0228](#) Consider a motion to authorize the adoption of the approved water emergency and conservation plan.

**A motion was made by Commissioner Rick Blake, seconded by Secretary Greg Chandler, to authorize the adoption of the approved water emergency and conservation plan. The motion PASSED by unanimous vote.**

**12 SAFETY**

- 12.a. [19-0229](#) Review Safety Report for March 2019.

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

**Received and Filed**

**13 DISCUSSION AND CORRESPONDENCE**

*No items.*

**14 VERIFIED CLAIMS**

- 14.a. [19-0223](#) Consider approving verified claims for March  
Computer Check Register \$ 1,116,257.04  
Manual Check Register \$ 455,407.20

**A motion was made by Secretary Greg Chandler, seconded by Commissioner Luke Francisco, to approve verified claims for February in the amount of \$1,571,664.24 (Computer Check Register \$1,116,257.04 and Manual Check Register \$455,407.20). The motion carried by the following vote.**

**Aye:** 4 - President Tom Stanley, Secretary Greg Chandler, Commissioner Rick Blake, and Commissioner Luke Francisco

**Abstain:** 1 - Commissioner Kathy Kooda

**15 ADJOURNMENT**

*By call of the chair, the regular meeting was declared adjourned at 4:45 PM.*

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

**The next special meeting/work session is scheduled for Tuesday, April 30, 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, May 15, 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.**