



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

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Wednesday, June 12, 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, June 12, 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** 3 - President Tom Stanley, Commissioner Rick Blake, and Commissioner Luke Francisco

**Absent** 2 - Secretary Greg Chandler, and Commissioner Kathy Kooda

*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. [19-0339](#) Consider a motion to approve the minutes of the May 15, 2019 regular meeting and the May 28, 2019 special meeting/work session.

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve the minutes of the May 15, 2019 regular meeting and the May 28, 2019 special meeting/work session. The motion PASSED by unanimous vote.**

### 4 AUDIT PRESENTATION

- 4.a. [19-0386](#) Audit presentation.

*Aaron Worthman of Baker Tilly Virchow Kraus, LLP reviewed the 2018 financial audit results and summary of the 2018 Comprehensive Annual Financial Report with the Commission via telephone conference.*

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

- 5.a. [19-0379](#) Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for May 2019.

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

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

**6 PUBLIC FORUM**

*None present.*

**7 COMMISSION REPORTS**

*No items.*

**8 ADMINISTRATION**

- 8.a. [19-0360](#) Review the Administration Department Report.

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

**Received and Filed**

- 8.b. [19-0357](#) Consider a motion to approve the renewal of the General Liability and Commercial Property Insurance from the League of Minnesota Cities Insurance Trust (LMCIT) .

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to table the the renewal of the General Liability and Commercial Property Insurance from the League of Minnesota Cities Insurance Trust (LMCIT) to the June 25, 2019 Special meeting/work session, as recommended by President Tom Stanley. The motion PASSED by unanimous vote.**

**9 ACCOUNTING AND FINANCE**

- 9.a. [19-0385](#) Review the 2018 Comprehensive Annual Financial Report and consider a motion to approve the report for filing.

**A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Blake, to approve the 2018 Comprehensive Annual Financial Report for filing. The motion PASSED by unanimous vote.**

- 9.b. [19-0380](#) Review the Accounting and Finance Operations Report for May 2019.

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

**Received and Filed**

- 9.c. [19-0381](#) Consider a motion to approve the writeoff of May uncollectible accounts in the amount of \$179.30.

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve the writeoff of May uncollectible accounts in the amount of \$179.30. The motion PASSED by unanimous vote.**

- 9.d. [19-0382](#) Consider a motion to authorize the sale/disposal of surplus property.

**A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Blake, to authorize the sale and/or disposal of surplus property. The motion PASSED by unanimous vote.**

## 10 ELECTRIC DEPARTMENT

- 10.a. [19-0371](#) Review the Electric Department Operations Report for May 2019.

*Electric Department Manager Goodell reviewed the Electric Department Operations Report for May with the Commission. Manager Goodell also gave an update on the Community Solar Plus Battery Project. The Requests for Information received have been reviewed, and the Request for Proposal will be on the June 25, 2019 special meeting/work session agenda for consideration of approval to be released in June.*

**Received and Filed**

- 10.b. [19-0378](#) Consider a motion to approve a Transmission to Load Interconnection Agreement between Grand Rapids Public Utilities and Minnesota Power.

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve a Transmission to Load Interconnection Agreement between Grand Rapids Public Utilities and Minnesota Power. The motion PASSED by unanimous vote.**

## 11 WASTEWATER TREATMENT FACILITY OPERATIONS

- 11.a. [19-0387](#) Review the Wastewater Treatment Facility Operations Report for May.

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

**Received and Filed**

## 12 WATER AND WASTEWATER COLLECTION

- 12.a. [19-0373](#) Review the Water and Wastewater Collection Operations Report for May.
- Wastewater/Wastewater Department Manager Mattson reviewed the Water/Wastewater Collection Operations Report for May with the Commission.*
- Received and Filed**

**13 SAFETY**

- 13.a. [19-0359](#) Review Safety Report for May 2019.
- General Manager Kennedy reviewed the Safety Report for May with the Commission.*
- Received and Filed**

**14 DISCUSSION AND CORRESPONDENCE**

*No items.*

**15 VERIFIED CLAIMS**

- 15.a. [19-0383](#) Consider a motion to approve the verified claims for May:  
Computer Check Register \$ 1,002,666.32  
Manual Check Register \$ 461,753.26
- A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Blake, to approve verified claims for May in the amount of \$1,464,419.58 (Computer Check Register \$1,002,666.32 and Manual Check Register \$461,753.26. The motion PASSED by unanimous vote.**

**16 ADJOURNMENT**

*By call of the chair, the regular meeting was declared adjourned at 4:56 PM.*

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

*The next special meeting/work session is scheduled for Tuesday, June 25, 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, July 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.*