



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

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Wednesday, August 14, 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, August 14, 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 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

3a [19-0466](#) Consider a motion to approve the minutes of the July 17, 2019 regular meeting.

**A motion was made by Secretary Greg Chandler, seconded by Commissioner Luke Francisco, to approve the minutes of the July 17, 2019 regular meeting. The motion PASSED by unanimous vote.**

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

4a [19-0494](#) Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for July 2019.

*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 Secretary Greg Chandler, to approve the City Treasurer's Report and the Investment Activity Report for July 2019. The motion PASSED by unanimous vote.**

### 5 PUBLIC FORUM

*None present.*

### 6 COMMISSION REPORTS

*No items.*

**7 ADMINISTRATION**

- 7a [19-0516](#) Review the Administration Department Report.

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

**Received and Filed**

- 7b [19-0518](#) Consider a motion to authorize the sale and/or disposal of surplus non-AMI water meters and surplus office equipment.

**A motion was made by Secretary Greg Chandler, seconded by Commissioner Kathy Kooda, to authorize the sale and/or disposal of surplus non-AMI water meters and surplus office equipment. The motion PASSED by unanimous vote.**

- 7c [19-0517](#) Consider a motion to approve the 2019-2020 Labor Agreement between AFSCME Local 3456 and the Grand Rapids Public Utilities Commission, as ratified by the Union on August 13, 2019.

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve the 2019-2020 Labor Agreement between AFSCME Local 3456 and the Grand Rapids Public Utilities Commission, as ratified by the Union on August 13, 2019, retroactive to January 1, 2019. The motion PASSED by unanimous vote.**

**8 ACCOUNTING AND FINANCE**

- 8a [19-0495](#) Review the Accounting and Finance Operations Report for July 2019.

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

**Received and Filed**

- 8b [19-0527](#) Consider a motion to authorize the purchase of a new host computer server and associated licensing upgrades.

**A motion was made by Commissioner Luke Francisco, seconded by Commissioner Kathy Kooda, to Table authorizing the purchase of a new host computer server and associated licensing upgrades to the August 27, 2019 Special meeting/work session, at the request of Finance Manager Betts. The motion PASSED by unanimous vote.**

**9 ELECTRIC DEPARTMENT**

- 9a [19-0525](#) Review the Electric Department Operations Report for July 2019.

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

**Received and Filed**

**10 WASTEWATER TREATMENT FACILITY OPERATIONS**

- 10a [19-0524](#) Review the Wastewater Treatment Facility Operations Report for July.

*Wastewater/Wastewater Department Manager Mattson reviewed the Wastewater Treatment Facility Operations Report for July with the Commission. In addition, Mattson provided copies of the revised proposed logging area south of the landfill for the 2019 Airport Logging project. The Commission discussed the importance of the trees for the minimization of odors from the landfill. The Commission requested staff to look into two items, the first was to obtain a quote from the logger to select cut rather than clear cut the area as originally proposed, including the possibility of cutting more trees near the landfill and leaving the taller trees to the south, and the second request was to investigate with UPM or County forestry as to what type of plantings would be a good option for that area so as to provide the best odor diffusion and to not allow the rapidly growing aspen from dominating the regrowth.*

**Received and Filed**

**11 WATER AND WASTEWATER COLLECTION**

- 11a [19-0526](#) Review the Water and Wastewater Collection Operations Report for July.

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

**Received and Filed**

**12 SAFETY**

- 12a [19-0515](#) Review Safety Report for July 2019.

*General Manager Kennedy reviewed the Safety Report for July with the Commission*

**Received and Filed**

**13 DISCUSSION AND CORRESPONDENCE**

*No items.*

**14 VERIFIED CLAIMS**

- 14a     [19-0522](#)     Consider a motion to approve the revised verified claims for June:  
Computer Check Register \$1,022,973.05

(Removed Itasca Computer Resources \$3,978.00 previously paid)

**A motion was made by Commissioner Luke Francisco, seconded by Secretary Greg Chandler, to approve the revised verified claims for the June Computer Check Register in the amount of \$1,022,973.05 (Removed Itasca Computer Resources invoice for \$3,978.00 that was previously paid). The motion PASSED by unanimous vote.**

- 14b     [19-0496](#)     Consider a motion to approve the verified claims for July:  
Computer Check Register \$1,535,908.76  
Manual Check Register \$ 409,508.47

**A motion was made by Commissioner Rick Blake, seconded by Secretary Greg Chandler, to approve verified claims for July in the amount of \$1,945,417.23 (Computer Check Register \$1,535,908.76 and Manual Check Register \$409,508.47). The motion PASSED by unanimous vote.**

**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, August 27, 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, September 11, 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.**