



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

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Tuesday, September 24, 2019

8:00 AM

Conference Room of Public Utilities Service Center

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### 1 CALL TO ORDER

*A Special Meeting/Work Session of the Grand Rapids Public Utilities Commission was held on Tuesday, September 24, 2019 at 8:00 AM in the Conference Room 112 of the Public Works/Public Utilities Service Center at 500 SE 4th Street.*

### 2 CALL OF ROLL

**Present** 4 - Secretary Greg Chandler, Commissioner Rick Blake, Commissioner Kathy Kooda, and Commissioner Luke Francisco

**Absent** 1 - President Tom Stanley

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

### 3 [19-0610](#)

Acknowledge the proper posting of the special meeting date, time, and purpose.

*Secretary Greg Chandler acknowledged the proper posting of the special meeting/work session date, time and purpose.*

**Received and Filed**

### 4 [19-0619](#)

Consider a motion to approve the Mid-month Accounts Payable list for \$51,251.94.

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Kathy Kooda, to approve the Mid-month Accounts Payable list for the corrected amount of \$59,251.94, per the attached list. The motion PASSED by unanimous vote.**

### 5 [19-0584](#)

Consider a motion to authorize the purchase and installation of new host computer servers and associated licensing upgrades.

*Discussion was held on the importance of using one vendor for the entire project, and staff was directed to request CW Technologies meet the SHI equipment quote.*

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to authorize the purchase and installation of new host computer servers and associated licensing upgrades from CW Technologies for a cost not to exceed \$66,607.75. The motion PASSED by unanimous vote.**

- 6      [19-0623](#)      Review the Community Solar Garden Plus Battery Project

*General Manager Kennedy reviewed the Grand Rapids Public Utilities Community Solar Garden Plus Battery Project Status Update presentation dated September 24, 2019 with the Commission. Discussion followed.*

**Received and Filed**

- +3 7      [19-0621](#)      Review and discuss MMUA Safety Management Program.

*General Manager Kennedy discussed several options for a Safety Management Program that staff have reviewed in the past year, and reviewed the Minnesota Municipal Utilities Association (MMUA) Safety Management Program presentation from a recent meeting with MMUA staff. A formal proposal for the a Safety Management Program will be brought to the October 16, 2019 regular meeting.*

**Received and Filed**

- 8      [19-0622](#)      Governance discussion.

*General Manager Kennedy reviewed progress on policy review, including procedures for write-offs of uncollectible accounts. Discussion followed.*

- 9      **ADJOURNMENT**

**A motion was made by Commissioner Luke Francisco, seconded by Commissioner Kathy Kooda, to adjourn the meeting at 9:20 AM. The motion PASSED by unanimous vote.**

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

**The next regular Commission meeting is Wednesday, October 16, 2019 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.**

**The next special meeting/work session scheduled for Tuesday, October 29, 2019 was cancelled.**

**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.**