



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

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Wednesday, January 15, 2020

4:00 PM

Conference Room of Public Utilities Service Center

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### CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, January 15, 2020 at 4:00 p.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

### CALL OF ROLL

**Present** 3 - President Tom Stanley, Secretary Greg Chandler, and Commissioner Rick Blake

**Absent** 2 - Commissioner Kathy Kooda, and Commissioner Luke Francisco

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

### MEETING PROTOCOL POLICY

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.

### APPROVAL OF MINUTES

- 1      [20-0852](#)      Consider a motion to approve the minutes of the December 18, 2019 special meeting and the December 18, 2019 regular meeting.

A motion was made by Secretary Greg Chandler, second by Commissioner Rick Blake, to approve the minutes of the December 18, 2019 special meeting and the December 18, 2019 regular meeting. The motion PASSED by unanimous vote.

### PUBLIC FORUM

*None present.*

### COMMISSION REPORTS

*No items.*

**CONSENT AGENDA**

- 2      [20-0887](#)      Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2019.  
**Approved by consent voice vote.**
- 3      [19-0774](#)      Consider a motion to accept a quotation from the League of Minnesota Cities Insurance Trust to provide the 2020 Worker's Compensation Insurance and authorize payment in the amount of \$84,827.00.  
**Approved by consent voice vote.**
- 4      [20-0888](#)      Consider a motion to authorize the sale and/or disposal of surplus property.  
**Approved by consent voice vote.**
- 5      [20-0875](#)      Consider a motion to authorize the sale of the 2000 International Vacon jetter/vac truck through means of public auction.  
**Approved by consent voice vote.**
- 6      [20-0891](#)      Consider a motion to approve the purchase of a 2020 Dodge 1500 4X4 Truck in the amount of \$26,668.00 from Lake Woods Chrysler, Grand Rapids, MN and to authorize the sale of the existing Truck 64, a 1999 Chevy Blazer 4X4 through means of a public auction.  
**Approved by consent voice vote.**

**Approval of the Consent Agenda**

A motion was made by Commissioner Rick Blake, second by Secretary Greg Chandler, approving the consent agenda as amended. The motion PASSED by unanimous voice vote.

**SETTING OF REGULAR AGENDA**

A motion was made by Commissioner Rick Blake, second by Secretary Greg Chandler, approving the Regular agenda as amended. The motion PASSED by unanimous vote.

**ADMINISTRATION DEPARTMENT**

- 8      [20-0889](#)      Review the Administration Department Report for the month of December.  
*General Manager Kennedy reviewed the December 2019 Administrative updates with the Commission, including the Wholesale Electric Service Cost.*  
**Received and Filed**

**BUSINESS SERVICES DEPARTMENT**

- 9      [20-0883](#)      Review the Business Services Department Report for the month of December.
- Finance Manager Betts reviewed the Accounting and Finance Operations Report for December 2019 with the Commission.*
- Received and Filed**

**ELECTRIC DEPARTMENT**

- 10      [20-0884](#)      Review the Electric Department Report for the month of December.
- Electric Department Manager Goodell reviewed the Electric Department Operations Report for December 2019 with the Commission.*
- Received and Filed**
- 10.a.      [20-0892](#)      Consider a motion to approve the purchase of a 2020 Ford Ranger 4X4 Super Cab Truck in the amount of \$25,582.40 from Midway Ford, Roseville, MN.
- Electric Department Manager reviewed the change in request after review of bids received excluding taxes.*
- A motion was made by Secretary Greg Chandler, second by Commissioner Rick Blake, to approve the purchase of a 2020 GMC Canyon (T2M53) 4WD Extended Cab in the amount of \$25,264.00 from Ranger Chevrolet in Hibbing, MN. The motion PASSED by unanimous vote.**

**WATER AND WASTEWATER DEPARTMENT**

- 11      [20-0860](#)      Review the Water and Wastewater Department Report for the month of December.
- Manager Mattson reviewed the Wastewater and Wastewater Department Report for December 2019 with the Commission.*
- Received and Filed**

**SAFETY REPORT**

- 12      [20-0885](#)      Review the Safety Report for the month of December.
- General Manager Kennedy reviewed the Safety Report for December 2019 with the Commission.*
- Received and Filed**

**VERIFIED CLAIMS**

- 13      [20-0890](#)      Consider a motion to approve the verified claims for December in the amount of \$2,118,553.78  
Computer Check Register \$1,126,727.49  
Manual Check Register \$991,826.29
- A motion was made by Secretary Greg Chandler, second by Commissioner Rick Blake, a motion to approve the verified claims for December in the amount of \$2,118,553.78 (Computer Check Register \$1,126,727.49 and Manual Check Register \$991,826.29) The motion PASSED by unanimous vote.

#### **ADJOURNMENT**

The next Special Meeting/Work Session is scheduled for Tuesday, January 28, 2020 at 8:00 a.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Regular Meeting of the Commission is scheduled for Wednesday, February 12, 2020 at 4:00 p.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

*By call of the chair, the regular meeting was declared adjourned at 4:30 PM.*

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