



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

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Wednesday, March 18, 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, March 18, 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

*President Tom Stanley noted Commissioner Luke Francisco was absent with notice per the GRPUC COVID-19 quarantine protocol currently being implemented.*

*President Tom Stanley introduced newly appointed Commissioner Richard Smith.*

**Present** 4 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, and Commissioner Richard Smith

**Absent** 1 - Commissioner Luke Francisco

*Others Present: General Manager Kennedy, Finance Manager Betts, Electric Department Manager Goodell, Wastewater/Wastewater Department Manager Mattson, 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      [20-0992](#)      Consider a motion to approve the minutes of the February 12, 2020 regular meeting and the February 25, 2020 special meeting/work session.
- A motion was made by Commissioner Rick Blake, seconded by President Tom Stanley, to approve the minutes of the February 12, 2020 regular meeting and the February 25, 2020 special meeting/work session. The motion PASSED by unanimous vote.

### PUBLIC FORUM

*None present.*

**COMMISSION REPORTS**

*Commissioner Kooda thanked the GRPUC staff team that participated in the Frozen Fairways Golf Classic on February 29th on Forest Lake, sponsored by the Grand Rapids Downtown Business Association and Woodland Bank as a fundraiser to support the local Boys and Girls Club of Grand Rapids and Greenway.*

*Commissioner Blake reported the the Minnesota Municipal Utilities Association Legislative Conference scheduled for March 31st - April 1st in St. Paul has been cancelled.*

**CONSENT AGENDA**

- 2      [20-0989](#)      Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for February 2020.  
**Approved by consent voice vote.**
- 4      [20-0995](#)      Consider a motion to approve the purchase of the WAS pump and by accepting the quote from Electric Pump for \$21,880 (pump, rail kit, service cart).  
**Approved by consent voice vote.**
- 5      [20-0997](#)      Consider a motion to approve the purchase of the gearbox for Lightnin mixer model 781Q125 by accepting the quote from Trident Process/SPX Flow for \$27,876.  
**Approved by consent voice vote.**
- 3      [20-0986](#)      Consider a motion to authorize the sale and/or disposal of surplus property.  
**Approved by consent voice vote.**

**Approval of the Consent Agenda**

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Kathy Kooda to approve the consent agenda as presented. The motion PASSED by unanimous voice vote.**

**SETTING OF REGULAR AGENDA**

**A motion was made by Commissioner Kathy Kooda, seconded by Commissioner Rick Blake, to approve the regular agenda as presented. The motion PASSED by unanimous vote.**

- 6      [19-0775](#)      Consider the election of the 2020 GRPU Commission Officers:  
                         - GRPUC President  
                         - GRPUC Secretary

President Tom Stanley called for nominations for the office of President.

A motion was made by Commissioner Kathy Kooda, seconded by Commissioner Rick Blake, to nominate President Tom Stanley for the office of President. Upon further call for nominations, no other nominations were placed. President Tom Stanley accepted the nomination. The motion PASSED by unanimous vote.

President Tom Stanley called for nominations for the office of Secretary.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Richard Smith to nominate Commissioner Kathy Kooda for the office of Secretary. Upon further call for nominations, no other nominations were placed. Commissioner Kathy Kooda accepted the nomination. The motion PASSED by unanimous vote.

#### ADMINISTRATION DEPARTMENT

- 7      [20-0985](#)      Review the March Administration Department Report.  
  
                         *General Manager Kennedy reviewed the March Administrative Department Report with the Commission.*  
  
                         Received and Filed

#### BUSINESS SERVICES DEPARTMENT

- 8      [20-0990](#)      Review the March Business Services Department Report.  
  
                         *Finance Manager Betts reviewed the March Business Services Department Report with the Commission.*  
  
                         Received and Filed

#### ELECTRIC DEPARTMENT

- 9      [20-0996](#)      Review the March Electric Department Report.  
  
                         *Electric Department Manager Goodell reviewed the March Electric Department Report with the Commission.*  
  
                         Received and Filed

- 10      [20-0998](#)      Solar plus Storage Project Update.

*General Manager Julie Kennedy reported that the GRPUC is currently waiting for further information on the Solar Plus Battery Storage Project for further review with the Commission.*

#### **WATER AND WASTEWATER DEPARTMENT**

- 11      [20-0988](#)      Review the March Water and Wastewater Department Report.

*Wastewater/Wastewater Department Manager Mattson reviewed the March Water and Wastewater Department Report with the Commission.*

**Received and Filed**

#### **SAFETY REPORT**

- 12      [20-0984](#)      Review the March Safety Report.

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

**Received and Filed**

#### **VERIFIED CLAIMS**

- 13      [20-0991](#)      Consider a motion to approve the verified claims for February in the amount of \$1,943,461.08  
Computer Check Register \$1,198,190.64  
Manual Check Register \$745,270.44

**A motion was made by Commissioner Rick Blake, seconded by Commissioner Kathy Kooda, to approve the verified claims for February in the amount of \$1,943,461.08 (Computer Check Register \$1,198,190.64 and Manual Check Register \$745,270.44). The motion PASSED by unanimous vote.**

#### **ADJOURNMENT**

**The next Regular Meeting of the Commission is scheduled for Wednesday, April 15, 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 4:43 PM.*

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