



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, August 12, 2020

4:00 PM

Conference Room of Public Utilities Service Center

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, August 12, 2020 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

CALL OF ROLL

COMMISSIONERS: To access conference bridge: Dial in to 218-326-7680

When prompted for conference #, enter 1, When prompted for PIN, enter 2468

President Tom Stanley announced the Roll Call, requesting members of the Commission present in the Meeting Room or participating by conference call to please indicate their presence by stating "here" as he called their names. Present in the meeting room were President Tom Stanley, Commissioner Rick Blake, and Commissioner Rick Smith. Present via telephone conference call was Commissioner Luke Francisco. Secretary Kathy Kooda was absent with notice.

Present 4 - President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith

Absent 1 - Secretary Kathy Kooda

Others Present in the meeting room: General Manager Kennedy, Electric Department Manager Goodell, Wastewater/Wastewater Department Manager Mattson and 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, please contact our office at 218-326-7024 ext. 1 and we will provide you with a copy of the policy.

APPROVAL OF MINUTES

- 1 [20-1244](#) Consider a motion to approve the minutes of the July 15, 2020 regular meeting and the July 28, 2020 special meeting/work session.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith, to approve the minutes of the July 15, 2020 regular meeting and the July 28, 2020 special meeting/work session. The motion carried by the following vote.

Aye: 4 - President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith

PUBLIC FORUM

Please note-If you wish to address the Commission under the public forum, access the conference bridge by dialing 218-326-7680. When prompted for Conference # enter 1, when prompted for PIN # enter 2468.

None present.

COMMISSION REPORTS

No items.

CONSENT AGENDA

- 2 [20-1225](#) Consider a motion to approve the write off of July uncollectible accounts in the amount of \$2,340.35.
Approved by consent roll call vote.
- 3 [20-1232](#) Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for July 2020.
Approved by consent roll call vote.
- 4 [20-1237](#) Consider a motion to approve the purchase of the gearbox for a Lightnin mixer model 781Q125 by accepting the quote from Trident Process/SPX Flow for \$27,876.
Approved by consent roll call vote.
- 5 [20-1238](#) Consider a motion to accept the quote from NOS Automation for the replacement of the obsolete 900 mHZ RF network for the east and west valve pit in the amount of \$5,812.11.
Approved by consent roll call vote.

- 6 [20-1247](#) Consider a motion to approve the five-year product supply agreement with Central McGowan for the supply of liquid oxygen for the super oxygenation capital project in the amount of \$0.565 per 100 cubic feet and monthly service charge of \$600.
- Approved by consent roll call vote.**
- 7 [20-1265](#) Consider a motion to approve the purchase of piping materials from Chicago Tube for the super oxygenation capital project in the amount of \$34,514.86.
- Approved by consent roll call vote.**

Approval of the Consent Agenda

A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to Approve the Consent Agenda as presented. The motion CARRIED the following vote:

Aye: 3 - President Tom Stanley, Commissioner Rick Blake, and Commissioner Luke Francisco

Abstain: 1 - Commissioner Rick Smith

SETTING OF REGULAR AGENDA

A motion was made by Commissioner Rick Smith, seconded by Commissioner Rick Blake, to approve Setting of the Regular Agenda as presented. The motion CARRIED by the following vote:

Aye: 4 - President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith

ADMINISTRATION DEPARTMENT

- 8 [20-1227](#) Review the August Administration Department Report.
- General Manager Kennedy reviewed the August Administrative updates with the Commission.*

BUSINESS SERVICES DEPARTMENT

- 9 [20-1231](#) Review the August Business Services Department Report.
- General Manager Kennedy reviewed the August Business Services Department Report with the Commission.*

ELECTRIC DEPARTMENT

- 10 [20-1264](#) Review the August Electric Department Report.

Electric Department Manager Goodell reviewed the August Electric Department Report with the Commission.

WATER AND WASTEWATER DEPARTMENT

- 11 [20-1254](#) Review the August Water and Wastewater Department Report.

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

SAFETY REPORT

- 12 [20-1228](#) Review the August Safety Report.

General Manager Kennedy reviewed the August Safety Report with the Commission.

VERIFIED CLAIMS

- 13 [20-1230](#) Consider a motion to approve the verified claims for July in the amount of
\$1,752,484.12
Computer Check Register \$1,302,018.46
Manual Check Register \$450,465.66

A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Smith, to approve the verified claims for July in the amount of \$1,752,484.12 (Computer Check Register \$1,302,018.46 and Manual Check Register \$450,465.66). The motion carried by the following vote:

Aye: 4 - President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith

ADJOURNMENT

The next Special Meeting/Work Session is scheduled for Tuesday, August 25, 2020 at 4:00 p.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, September 16, 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 4:46 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.