



# CITY OF GRAND RAPIDS

## Minutes - Final - Final Public Utilities Commission

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Tuesday, August 25, 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 Special Meeting of the Grand Rapids Public Utilities Commission was held on 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, Grand Rapids, Minnesota.

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

**COMMISSIONERS:** To access conference bridge: Dial in to 218-326-7680  
When prompted for conference #, enter 1, When prompted for PIN, enter 2468

### CALL OF ROLL

*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, Commissioner Luke Francisco, and Commissioner Rick Smith. Present via telephone conference call was Secretary Kathy Kooda.*

**Present** 5 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith

*Others Present in the meeting room: General Manager Kennedy and Administrative/HR Assistant Flannigan.*

- 1      [20-1287](#)      Acknowledge the proper posting of the special meeting date, time, and purpose.

*President Tom Stanley acknowledged the proper posting of the special meeting/work session date, time and purpose.*

### VERIFIED CLAIMS

- 4      [20-1292](#)      Consider approving the Mid-month Accounts Payable list for \$54,238.01.

**A motion was made by Secretary Kathy Kooda, seconded by Commissioner Luke Francisco, to approve the Mid-month Accounts Payable list for \$54,238.01. The motion carried by the following vote.**

**Aye:** 5 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith

**ADMINISTRATION DEPARTMENT**

- 2      [20-1290](#)      Governance discussion.

*General Manager Kennedy reviewed components of the organizational structure, including job description reviews and reorganization in the water and wastewater departments. Discussion was also held on the use of Microsoft SharePoint, upcoming Open Meeting Law training at City Hall on September 22, 2020, and topics for future work sessions.*

**ELECTRIC DEPARTMENT**

- 3      [20-1291](#)      Solar plus Storage Project Update.

*General Manager Julie Kennedy gave an update on the progress of the Solar Plus Battery Storage Project.*

**ADJOURNMENT**

**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.**

**The next Special Meeting/Work Session is scheduled for Tuesday, September 29, 2020 at 8:00 a.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 5:05 PM.*

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