



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Monday, April 19, 2021

4:00 PM

Conference Room of Public Utilities Service Center

CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Monday, April 19, 2021 at 4:00 PM 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. Please note all members attended this meeting via Microsoft Teams, there was no conference room attendance.

The meeting was accessible to the public by phone via Microsoft Teams by dialing 1-612-601-1964 and entering conference ID 5612970#, as stated in the published agenda.

CALL OF ROLL

President Tom Stanley announced the Roll Call, requesting members of the Commission present via Microsoft Teams to please indicate their presence by stating "here" as he called their names. Present via Microsoft Teams video conference were President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco and Commissioner Rick Smith. No members were present in the conference room.

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

Others Present via Microsoft Teams: General Manager Kennedy, Electric Department Manager Goodell, Water/Wastewater Department Manager Mattson, Finance Manager Betts, Business Services Manager Lane, Administrative/HR Assistant Flannigan, and Rebecca Kurtz, Senior Municipal Advisor of Ehlers Public Finance Advisors .

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.

- 1 [21-1777](#) Acknowledge proper posting of the change in the regular meeting date.
- President Tom Stanley acknowledged the proper posting of the change in the regular meeting date and time.*
- Received and Filed**

APPROVAL OF MINUTES

- 2 [21-1776](#) Consider a motion to approve the minutes of the March 2, 2021 special meeting and the March 17, 2021 regular meeting.
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve the minutes of the March 2, 2021 special meeting and the March 17, 2021 regular meeting. 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

PUBLIC FORUM

If you wish to address the Commission under the public forum, see above information to access the meeting via Teams by phone.

None present.

COMMISSION REPORTS

No items.

CONSENT AGENDA

Any item on the consent agenda shall be removed for consideration by request of any one Commission member, Utility staff, or the public and put on the regular agenda for discussion and consideration.

Commissioner Rick Blake requested that Consent Agenda items #5 and # 7 be removed from consent and placed on the Regular Agenda.

- 3 [21-1805](#) Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for March 2021.
- Approved by consent roll call vote.**
- 4 [21-1801](#) Consider a motion to approve the write off of March uncollectible accounts in the amount of \$2,574.66
- Approved by consent roll call vote.**

- 6 [21-1800](#) Consider a motion to approve the purchase of nine gateway modems from 5G Communications in the amount of \$5,463.45.

Approved by consent roll call vote.

Approval of the Consent Agenda

A motion was made by Secretary Kathy Kooda, seconded by Commissioner Rick Smith, to approve the Consent Agenda as amended, to remove items #5 and # 7 from consent and place on the Regular Agenda as items 11.a and 12.a, respectively. 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

SETTING OF REGULAR AGENDA

This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve the Regular Agenda, as amended to include items #5 and # 7 removed from the Consent Agenda and place on the Regular Agenda as items 11.a and 12.a, respectively. 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

- 8 [21-1767](#) Review the April Administration Department Report.

General Manager Kennedy reviewed the April Administration Department Report with the Commission.

Received and Filed

BUSINESS SERVICES DEPARTMENT

- 9 [21-1804](#) Review the April Business Services Department Report.

Business Service Manager Lane reviewed the April Business Services Department Report with the Commission.

Received and Filed

- 10 [21-1803](#) Consider a motion to approve the attached resolution to request prepay of the 2015 AMI lease purchase agreement with US Bancorp and request the City Council to negotiate a limited competitive sale of \$870,600 GO Revenue Bonds 2021A.
- Business Services Manager Lane and Rebecca Kurtz, Senior Municipal Advisor of Ehlers Public Finance Advisors reviewed the request and process for prepayment of the 2015 AMI lease purchase agreement with US Bancorp and request the City Council to negotiate a limited competitive sale of \$870,600 GO Revenue Bonds 2021A.*
- A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Blake, to approve the Resolution No. 04-19-21-1 Approving The Issuance And Sale Of General Obligation Utility Revenue Refunding Bonds, Series 2021a (Public Utilities Commission), By The City Of Grand Rapids, Minnesota In The Approximate Aggregate Principal Amount Of \$885,000.00, to request prepayment of the 2015 AMI lease purchase agreement with US Bancorp and request the City Council to negotiate a limited competitive sale of GO Revenue Bonds 2021A, not to exceed \$885,000.00. 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

ELECTRIC DEPARTMENT

- 11 [21-1795](#) Review the April Electric Department Report.
- Electric Department Manager Goodell reviewed the April Electric Department Report with the Commission.*
- Received and Filed**
- 11.a. [21-1799](#) Consider a motion to approve the purchase of two padmount switchgears from RESCO in the amount of \$75,279.80.
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith, to approve the purchase of two padmount switchgears from RESCO in the amount of \$75,279.80. 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

WATER AND WASTEWATER DEPARTMENT

- 12 [21-1791](#) Review the April Water-Wastewater Department Report.
- Wastewater/Wastewater Department Manager Mattson reviewed the April Water and Wastewater Department Report with the Commission.*
- Received and Filed**

- 12.a. [21-1796](#) Consider a motion to approve the purchase of a lift station pump and repair parts from Quality Flow Systems Inc for the Lift Station Pumps capital project in the amount of \$23,160.00.

A motion was made by Secretary Kathy Kooda, seconded by Commissioner Luke Francisco, to approve the purchase of a lift station pump and repair parts from Quality Flow Systems Inc for the Lift Station Pumps capital project in the amount of \$23,160.00. 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

SAFETY REPORT

- 13 [21-1768](#) Review the April Safety Report.

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

Received and Filed

VERIFIED CLAIMS

- 14 [21-1802](#) Consider a motion to approve the verified claims for March in the amount of \$1,737,269.03
Computer Check Register \$1,235,552.67
Manual Check Register \$501,716.36

A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith, to approve the verified claims for March in the amount of \$1,737,269.03 (Computer Check Register \$1,235,552.67 and Manual Check Register \$501,716.36). 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

ADJOURNMENT

The next Special Meeting/Work Session is scheduled for Tuesday, April 27, 2021 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 Wednesday, May 12, 2021 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 5:31 PM

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.