



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail - Final Public Utilities Commission

Wednesday, January 13, 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 Wednesday, January 13, 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.

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

To access the meeting by phone via Microsoft Teams: Dial in to 1-612-601-1964, when prompted for conference ID, enter 112 674 468#

CALL OF ROLL

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 [21-1602](#) Consider a motion to approve the minutes of the December 1, 2020 special meeting and the December 16, 2020 regular meeting.
- Attachments: [GRPUC Special Meeting Minutes of December 1, 2020.pdf](#)
 [GRPUC Regular Meeting Minutes of December 16, 2020.pdf](#)

PUBLIC FORUM

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

COMMISSION REPORTS

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.

- 2 [21-1609](#) Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2020.
Attachments: [2020-12 City Treasurer Report and Investment Activity Report](#)
- 3 [21-1613](#) Consider a motion to approve the write off of December uncollectible accounts in the amount of \$3,249.24.
Attachments: [Uncollectible Accounts 2020 Dec](#)
- 4 [21-1588](#) Consider a motion to approve Pay Request #3 in the amount of \$16,975.09 to Casper Construction for the Solar Plus Storage Grading Project.
Attachments: [Solar plus Storage Grading Pay App 3 \(1\)](#)
- 5 [21-1605](#) Consider a motion to confirm the hire of the selection committee's preferred applicant, Ms. Jean Lane, for the Business Services Manager position contingent upon satisfactory results of the pre-employment background screenings.
- 6 [21-1607](#) Consider a motion to authorize the sale and/or disposal of surplus non-AMI electric meters.
Attachments: [2021-01 Electric Meter Surplus Sale](#)
- 7 [21-1597](#) Consider a motion to approve the purchase of four lift station Alarm Agents from NOS Automation for the Lift Station Radio Upgrades capital project in the amount of \$9,626.65.
Attachments: [January 2021 - PlanIt - Lift Alarms](#)
 [January 2021 - Quote - NOS Q202012001.0](#)
 [January 2021 - Quote - Tank Vitals](#)

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.

ADMINISTRATION DEPARTMENT

- 8 [21-1586](#) Consider a motion to approve the 2021 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota

Office of Budget and Management.

Attachments: [Draft 2021 MN Pay Equity Report.pdf](#)
[MMB Guide to Understanding Pay Equity Compliance.pdf](#)

- 9 [21-1603](#) Review the January Administration Department Report.
Attachments: [2021-0113 Administrative Report.pdf](#)

BUSINESS SERVICES DEPARTMENT

- 10 [21-1610](#) Review the January Business Services Department Report.
Attachments: [2020-12 Business Services Monthly Report](#)

ELECTRIC DEPARTMENT

- 11 [21-1608](#) Review the January Electric Department Report.
Attachments: [2021-0113 Electric Report](#)

WATER AND WASTEWATER DEPARTMENT

- 12 [21-1598](#) Review the January Water-Wastewater Department Report.
Attachments: [Water & Wastewater January 2021](#)

SAFETY REPORT

- 13 [21-1604](#) Review the January Safety Report.
Attachments: [2021-0113 Safety Report.pdf](#)

VERIFIED CLAIMS

- 14 [21-1612](#) Consider a motion to approve the verified claims for December in the
amount of \$2,348,800.35.
Computer Check Register \$1,233,155.04.
Manual Check Register \$1,115,645.31.
Attachments: [AP List 2020.12.31 #1](#)
[Check Register Manual 2020.12.31](#)

ADJOURNMENT

The next Special Meeting/Work Session is scheduled for Tuesday, February 2, 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, February 17, 2021 at 4:00 p.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1602

File ID: 21-1602

Type: Agenda Item

Status: Passed

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/07/2021

File Name: Minutes

Final Action: 01/13/2021

Title: Consider a motion to approve the minutes of the December 1, 2020 special meeting and the December 16, 2020 regular meeting.

Notes:

Sponsors:

Enactment Date:

Attachments: GRPUC Special Meeting Minutes of December 1, 2020.pdf, GRPUC Regular Meeting Minutes of December 16, 2020.pdf

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Passed				Pass
Action Text: A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith, to approve the minutes of the December 1, 2020 special meeting and the December 16, 2020 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							

Text of Legislative File 21-1602

Consider a motion to approve the minutes of the December 1, 2020 special meeting and the December 16, 2020 regular meeting.

Background Information:

See attached minutes.

Requested Commission Action:

Consider a motion to approve the minutes of the December 1, 2020 special meeting and the December 16, 2020 regular meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft Public Utilities Commission

Tuesday, December 1, 2020

8:00 AM

Conference Room of Public Utilities Service Center

CALL TO ORDER

Pursuant to due notice and call thereof, a Special Meeting/Work Session of the Grand Rapids Public Utilities Commission was held on Tuesday, December 1, 2020 at 8:00 AM 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 the meeting by phone via Microsoft Teams: Dial in to 1-612-601-1964, when prompted for conference ID, enter 759 455 042#

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 was President Tom Stanley. Present via Microsoft Teams and/or conference call were Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

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, Electric Department Manager Goodell, and Water/Wastewater Department Manager Mattson. Present via Microsoft Teams: Finance Manager Betts and Information Systems Coordinator Glusica.

- 1 [20-1490](#) 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.

- 2 [20-1492](#) Consider approving the Mid-month Accounts Payable list for \$83,001.09

A motion was made by Secretary Kathy Kooda, seconded by Commissioner Luke Francisco, to approve the Mid-month Accounts Payable list for \$83,001.09. 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

- 3 [20-1507](#) Review the Preliminary 2021 Annual Budget.

The General Manager and Department Managers reviewed the 2021 Preliminary Budget with the Commission. Discussion followed. No action was taken at this time. The Commission will consider approving the 2021 Budget at their regular meeting on Wednesday, December 16, 2020 at 4:00 PM.

- 4 [20-1493](#) Governance discussion.

No items.

ADJOURNMENT

The next Regular Meeting of the Commission is Wednesday, December 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 9:30 AM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.



CITY OF GRAND RAPIDS

Minutes - Final - Draft Public Utilities Commission

Wednesday, December 16, 2020

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 Wednesday, December 16, 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.

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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 was President Tom Stanley. Present via Microsoft Teams and/or conference call were Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith.

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. Present via Microsoft Teams: Electric Department Manager Goodell, and Water/Wastewater Department Manager Mattson, Finance Manager Betts 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 [20-1498](#) Consider a motion to approve the minutes of the November 18, 2020 regular meeting.

A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Smith, to approve the minutes of the November 18, 2020 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

None present.

COMMISSION REPORTS

No items.

CONSENT AGENDA

- 2 [20-1540](#) Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for November 2020.
Approved by consent roll call vote.
- 3 [20-1528](#) Consider a motion to approve Pay Request #2 in the amount of \$60,643.44 to Casper Construction for the Solar Plus Storage Grading Project.
Approved by consent roll call vote.
- 4 [20-1552](#) Consider a motion to waive the bond requirement and authorize reissuance of a lost check to GRAFA in the amount of 150.00.
Approved by consent roll call vote.
- 5 [20-1530](#) Consider a motion to confirm filling the vacancy of the Customer Service Representative (CSR) position with the selection committee's preferred applicant, Ms. Molly Walker.
Approved by consent roll call vote.
- 6 [20-1531](#) Consider a motion to confirm filling the vacancy of the Lead Customer Service Representative (Lead CSR) position with the selection committee's preferred applicant, Ms. Carrie Kruger.
Approved by consent roll call vote.

- 7 [20-1532](#) Consider a motion to confirm filling the vacancy of the Journey Line Worker position with the selection committee's preferred applicant, Mr. Riley Hanna, contingent upon satisfactory results of the pre-employment screenings.
Approved by consent roll call vote.
- 8 [20-1539](#) Consider a motion to award the contract for 2021 Sludge Placement to JRadtko Trucking in the amount of \$63,900 and authorize Commission President to sign the contract
Approved by consent roll call vote.
- 9 [20-1545](#) Contingent upon approval of the 2021 budget, 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 roll call vote.
- 10 [20-1546](#) Contingent upon approval of the 2021 budget, consider a motion to approve the purchase of the GM35S stage blower (Aerzen) by accepting the quote from Aerzen for \$11,957.
Approved by consent roll call vote.
- 11 [20-1547](#) Contingent upon approval of the 2021 budget, consider a motion to approve the purchase of a control panel from Quality Flow Systems Inc in the amount of \$15,490 for the Lift Station 8 controls update capital project.
Approved by consent roll call vote.
- 12 [20-1548](#) Contingent upon approval of the 2021 budget, consider a motion to approve the purchase of the Sutorbilt blower and motor by accepting the quote from Kaman for \$10,137.27.
Approved by consent roll call vote.
- 13 [20-1549](#) Contingent upon approval of the 2021 budget, consider a motion to approve the purchase of the Keystone valve by accepting the quote from Novaspect for \$11,361.78.
Approved by consent roll call vote.

Approval of the Consent Agenda

A motion was made by Commissioner Rick Blake, seconded by Secretary Kathy Kooda, to adopt the consent agenda as presented. 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 Luke Francisco, seconded by Commissioner Rick Blake, to approve the regular agenda as presented. 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

- 14 [20-1534](#) Consider a motion to approve the full lump sum merit pay allowed in the General Manager's employment contract based on the Commissioner's evaluation of her 2020 performance.

A motion was made by Secretary Kathy Kooda, seconded by Commissioner Rick Blake, to approve the full lump sum merit pay allowed in the General Manager's employment contract based on the Commissioner's evaluation of her 2020 performance. 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

- 15 [20-1525](#) Consider a motion to approve the 2021-2023 employment agreement for the General Manager.

A motion was made by Commissioner Rick Smith, seconded by Commissioner Luke Francisco, to approve the 2021-2023 employment agreement for the General Manager. 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

- 16 [20-1494](#) Consider a motion to accept the regular premium option quotation from the League of Minnesota Cities Insurance Trust to provide the 2021 Worker's Compensation Insurance and authorize payment in the amount of \$74,844.

A motion was made by Commissioner Rick Blake, seconded by Secretary Kathy Kooda, to accept the regular premium option quotation from the League of Minnesota Cities Insurance Trust to provide the 2021 Worker's Compensation Insurance and authorize payment in the amount of \$74,844.00. 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

- 17 [20-1527](#) Review the December Administration Department Report.
- General Manager Kennedy reviewed the December Administration Department Report with the Commission.*
- Received and Filed**

BUSINESS SERVICES DEPARTMENT

- 18 [20-1551](#) Consider a motion to approve, and authorize the Commission President to sign, the 2021-2022 Agreement with the City of LaPrairie for Utility Billing Services.
- A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Smith, to approve, and authorize the President to sign, the 2021-2022 Agreement with the City of LaPrairie for Utility Billing Services. 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
- 19 [20-1550](#) Consider a motion to adopt the proposed 2021 Capital Expenditure and Operation and Maintenance Budget.
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to adopt the proposed 2021 Capital Expenditure and Operation and Maintenance Budget. 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
- 20 [20-1541](#) Review the December Business Services Department Report.
- Finance Manager Betts reviewed the December Business Services Department Report with the Commission.*

ELECTRIC DEPARTMENT

- 21 [20-1543](#) Review the December Electric Department Report.
- Electric Department Manager Goodell reviewed the December Electric Department Report with the Commission.*

WATER AND WASTEWATER DEPARTMENT

- 22 [20-1538](#) Review the December Water-Wastewater Department Report.
- Wastewater/Wastewater Department Manager Mattson reviewed the December Water and Wastewater Department Report with the Commission.*

SAFETY REPORT

- 23 [20-1526](#) Review the December Safety Report.

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

VERIFIED CLAIMS

- 24 [20-1542](#) Consider a motion to approve the verified claims for November in the amount of \$1,596,552.86.
Computer Check Register \$1,201,334.32
Manual Check Register \$395,218.54

A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Blake, to approve the verified claims for November in the amount of \$1,596,552.86 (Computer Check Register \$1,201,334.32 and Manual Check Register \$395,218.54). 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 regular Commission meeting is Wednesday, January 13, 2021 at 4:00 PM 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, February 2, 2021 at 8:00 AM 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 4:56 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1609

File ID: 21-1609

Type: Agenda Item

Status: Passed

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/08/2021

File Name: City Treasurer and Investment Activity 2020 Dec

Final Action: 01/13/2021

Title: Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2020.

Notes:

Sponsors:

Enactment Date:

Attachments: 2020-12 City Treasurer Report and Investment Activity Report

Enactment Number:

Contact:

Hearing Date:

Drafter: Tyanne Betts

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Passed				Pass
Action Text: Approved by consent roll call vote. Aye: 5 President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith							

Text of Legislative File 21-1609

Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2020.

Background Information:

See attached reports.

Requested Action:

Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2020.

**CITY OF GRAND RAPIDS
PUBLIC UTILITIES COMMISSION
CASH RECEIPTS AND DISBURSEMENTS FOR THE MONTH OF DECEMBER 2020**

TREASURER'S BALANCE NOVEMBER 30, 2020		\$ 4,523,606.92
Deposits	2,089,294.86	
Redeposits-Checks	362.96	
Redeposits-ACH	-	
Bank Adjustments	<u> </u>	
		2,089,657.82
Less Disbursements	(3,059,118.26)	
NSF Checks	(616.79)	
ACH Returns	(1,248.77)	
Bank Adjustments	<u>(226.57)</u>	
		<u>(3,061,210.39)</u>
TREASURER'S BALANCE DECEMBER 31, 2020		<u><u>\$ 3,552,054.35</u></u>

VERIFICATION OF TREASURER'S BALANCE

WELLS FARGO BANK BALANCE DECEMBER 31, 2020		\$ 3,893,819.54
Add: Deposits in Transit		36,566.73
Less: Outstanding Checks		<u>(378,331.92)</u>
TREASURER'S BALANCE DECEMBER 31, 2020		<u><u>\$ 3,552,054.35</u></u>

Electric Department	December 2020
City	1,101,364
Rural	143,317
Load Management	42,923
Subtotal Electric Retail Sales	<u>1,287,604</u>
Windsense	
Security Lighting	<u>5,125</u>
Total Sales	1,292,730
Purchased Power Pass-thru	<u>116,203</u>
Total Electric	1,408,933

Water Department	
City	118,499
Rural	0
Public Authorities	<u>2,772</u>
Total Water	121,271

Wastewater Collection Dept	
City	117,454
Rural	435
Public Authorities	<u>14,198</u>
Total Wastewater Collection	132,087

City Storm Water	64,779
Sales Tax	<u>56,543</u>
Total Amount Billed	1,783,613

Grand Rapids Public Utilities Commission
Investment Activity
December 2020

Beginning Balance Cash and Investments \$ 6,967,417.28

Redeemed:

None -

Invested:

None -

Change in checking account balance (971,552.57)

Total Cash and Investments \$ 5,995,864.71

Less: Restricted and Designated Funds

Restricted Funds:

Sanitary Sewer Collection/Treatment Infrastructure Fund:	
Wastewater Treatment Plant	\$ 1,530.25
Trunk Main	69,572.84
Customer Deposits	361,545.08
Customer Deposits - Antenna Fees	42,332.10
Water Main Replacement Fund	949,604.09
Sewer Main Replacement Fund	570,078.56

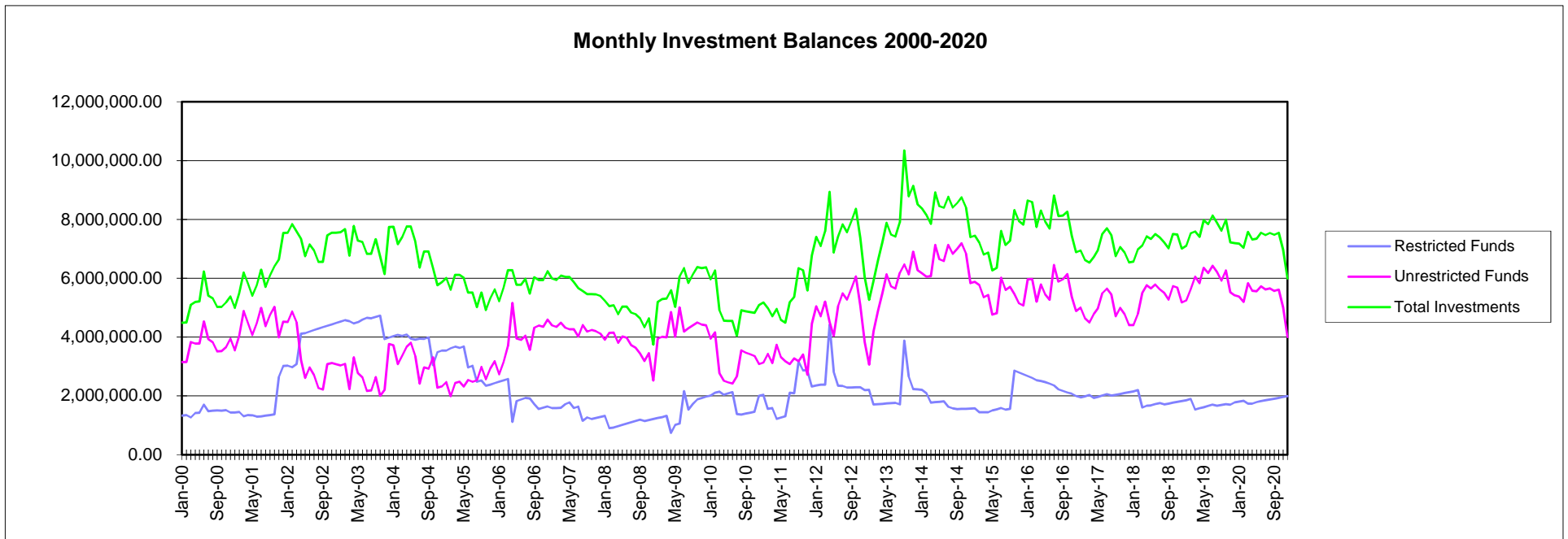
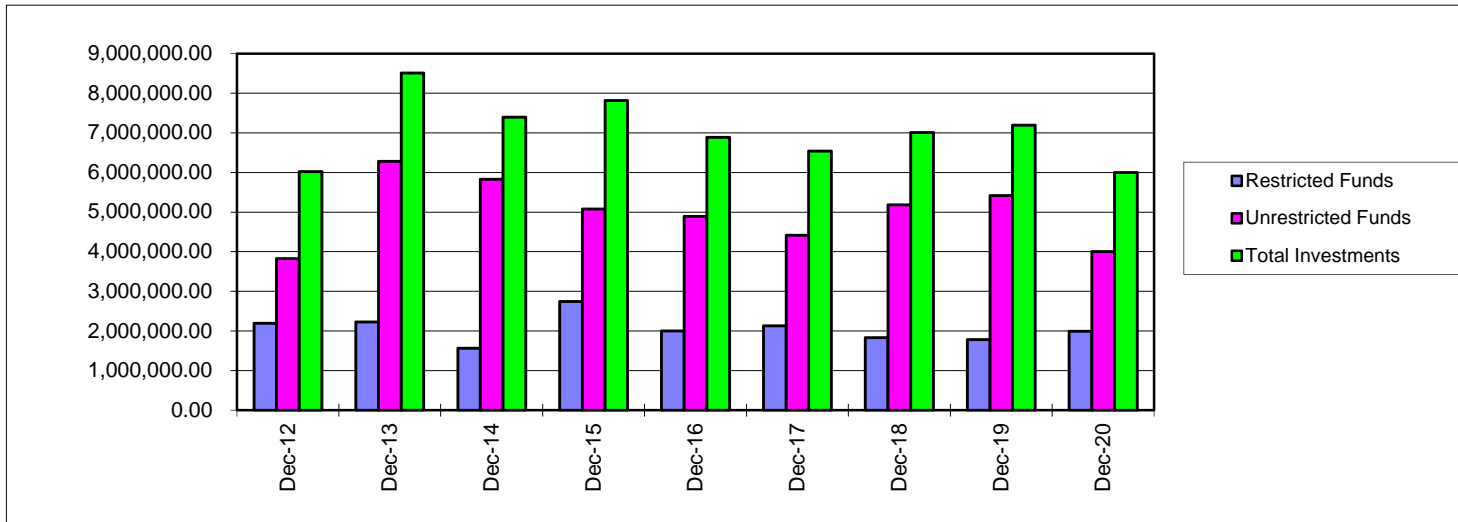
Designated Funds:

Disaster Recovery Fund	<u>1,500,000.00</u>
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Total Restricted and Designated Funds \$ 3,494,662.92

Net Cash and Investments \$ 2,501,201.79

	Dec-12	Dec-13	Dec-14	Dec-15	Dec-16	Dec-17	Dec-18	Dec-19	Dec-20
Restricted Funds	2,197,931.20	2,228,909.12	1,567,912.87	2,742,545.65	1,999,241.60	2,127,616.58	1,829,284.16	1,780,668.90	1,994,662.92
Unrestricted Funds	3,828,459.47	6,279,185.75	5,830,401.67	5,076,598.09	4,888,176.61	4,412,346.81	5,182,515.14	5,413,089.11	4,001,201.79
Total Investments	6,026,390.67	8,508,094.87	7,398,314.54	7,819,143.74	6,887,418.21	6,539,963.39	7,011,799.30	7,193,758.01	5,995,864.71
Minimum cash reserve				4,542,427.00	4,828,355.00	4,707,627.00	4,719,921.00	4,887,919.00	4,901,155.00





CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1613

File ID: 21-1613

Type: Agenda Item

Status: Passed

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/08/2021

File Name: Uncollectible Accounts 2020 Dec

Final Action: 01/13/2021

Title: Consider a motion to approve the write off of December uncollectible accounts in the amount of \$3,249.24.

Notes:

Sponsors:

Enactment Date:

Attachments: Uncollectible Accounts 2020 Dec

Enactment Number:

Contact:

Hearing Date:

Drafter: Tyanne Betts

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Passed				Pass
	Action Text: Approved by consent roll call vote. Aye: 5 President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith						

Text of Legislative File 21-1613

Consider a motion to approve the write off of December uncollectible accounts in the amount of \$3,249.24.

Background Information:

The attached list, with the redacted customer information for privacy, shows the amounts of the requested write offs.

Requested Commission Action:

Consider a motion to approve the write off of December uncollectible accounts in the

amount of \$3,249.24.

December Uncollectible Accounts					
Location	Customer Name	Address	Reason	January 2021 Meeting	
				Closed	Amount
			Deceased	3/5/2020	402.54
			Deceased	9/15/2020	861.01
			Deceased	4/20/2020	1,549.91
			Deceased	6/4/2020	102.49
			Deceased	1/29/2020	164.59
			Deceased	7/21/2020	168.70
			Total- Write off (Deceased)		\$ 3,249.24



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1588

File ID: 21-1588

Type: Agenda Item

Status: Passed

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/05/2021

File Name:

Final Action: 01/13/2021

Title: Consider a motion to approve Pay Request #3 in the amount of \$16,975.09 to Casper Construction for the Solar Plus Storage Grading Project.

Notes:

Sponsors:

Enactment Date:

Attachments: Solar plus Storage Grading Pay App 3 (1)

Enactment Number:

Contact: Jeremy Goodell

Hearing Date:

Drafter:

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Passed				Pass
	Action Text: Approved by consent roll call vote. Aye: 5 President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith						

Text of Legislative File 21-1588

Consider a motion to approve Pay Request #3 in the amount of \$16,975.09 to Casper Construction for the Solar Plus Storage Grading Project.

Background Information:

The total contract amount is \$337,594.00. This is a unit price contract and page 3 of the pay request shows the status of the items completed in pay request #3. This pay request includes additional turf establishment items for seed, erosion control, and hydraulic reinforce fiber matrix for a total of \$10,005.00 with an additional payment for reduction in retainage requested by GRPU for \$6970.09. With the recent freezing conditions, we are discussing options with the contractor for completing the grading, seeding, and erosion

control work. An update will be given during the electric department report at the Commission meeting.

Requested Commission Action:

Consider a motion to approve Pay Request #3 in the amount of \$16,975.09 to Casper Construction for the Solar Plus Storage Grading Project.

Contract Number: GRANR 151782
Pay Request Number: 3

Project Number	Project Description
GRANR 151782	Solar plus Storage Grading

Contractor: Casper Construction PO Box 480 Grand Rapids, MN 55744	Vendor Number: N/A Up To Date: 01/04/2021
--	--

Contract Amount		Funds Encumbered	
Original Contract	\$337,594.00	Original	\$337,594.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$337,594.00	Total	\$337,594.00

Work Certified To Date	
Base Bid Items	\$298,813.80
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$298,813.80

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
GRANR 151782	\$10,005.00	\$298,813.80	\$7,470.35	\$274,368.36	\$16,975.09	\$291,343.45

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$10,005.00	\$298,813.80	\$7,470.35	\$274,368.36	\$16,975.09	\$291,343.45
Percent: Retained: 2.5%			Percent Complete: 88.51%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

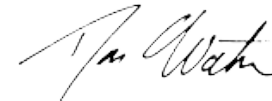
Grand Rapids Public Utilities Commission

Date

Approved By Casper Construction

Contractor

Date 1.4.21



Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2020-11-11	\$224,973.60	\$11,248.68	\$213,724.92
2	2020-12-03	\$63,835.20	\$3,191.76	\$60,643.44
3	2021-01-04	\$10,005.00	(\$6,970.09)	\$16,975.09

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
GRPU		\$298,813.80	\$7,470.35	\$274,368.36	\$16,975.09	\$291,343.45

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
LOCAL	GRPUC	\$16,975.09			\$291,343.45

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
GRANR 151782	1	2020-11-11	\$224,973.60	\$11,248.68	\$213,724.92
GRANR 151782	2	2020-12-03	\$63,835.20	\$3,191.76	\$60,643.44
GRANR 151782	3	2021-01-04	\$10,005.00	(\$6,970.09)	\$16,975.09

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
GRANR 151782	GRPU	\$298,813.80	\$7,470.35	\$274,368.36	\$16,975.09	\$291,343.45

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
GRANR 151782	LOCAL	\$16,975.09			\$291,343.45

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
GRANR 151782	1	2011.601	CONSTRUCTION SURVEYING	LS	\$3,800.00	1	0	\$0.00	0.85	\$3,230.00
GRANR 151782	2	2021.501	MOBILIZATION	LS	\$55,481.00	1	0	\$0.00	1	\$55,481.00
GRANR 151782	3	2101.511	CLEARING AND GRUBBING	LS	\$23,000.00	1	0	\$0.00	1	\$23,000.00
GRANR 151782	4	2105.507	COMMON EXCAVATION (P)	CU YD	\$2.08	104100	0	\$0.00	93690	\$194,875.20
GRANR 151782	5	2563.601	TRAFFIC CONTROL	LS	\$500.00	1	0	\$0.00	0.95	\$475.00
GRANR 151782	6	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$0.80	1	0	\$0.00	0.5	\$0.40
GRANR 151782	7	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$150.00	8	0	\$0.00	8	\$1,200.00
GRANR 151782	8	2573.503	SILT FENCE; TYPE MS	L F	\$2.30	5234	0	\$0.00	4314	\$9,922.20
GRANR 151782	9	2575.502	SEED MIXTURE 21-112	LB	\$1.90	2080	200	\$380.00	200	\$380.00
GRANR 151782	10	2575.601	EROSION CONTROL	LS	\$2,500.00	1	0.25	\$625.00	0.5	\$1,250.00
GRANR 151782	11	2575.509	MULCH MATERIAL TYPE 1	TON	\$135.00	36	0	\$0.00	0	\$0.00
GRANR 151782	12	2575.505	DISK ANCHORING	ACRE	\$35.00	18	0	\$0.00	0	\$0.00
GRANR 151782	13	2575.508	HYDRAULIC REINFORCED FIBER MATRIX	POUND	\$1.20	10920	7500	\$9,000.00	7500	\$9,000.00
Base Bid Totals:								\$10,005.00		\$298,813.80

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
GRANR 151782	General Construction	\$10,005.00	\$298,813.80

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Contract Change Totals:										\$0.00		\$0.00

Contract Total	\$298,813.80
-----------------------	---------------------

Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
1	Substantial completion shall be revised to the following:	\$0.00	\$0.00

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1605

File ID: 21-1605

Type: Agenda Item

Status: Passed

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/08/2021

File Name: Business Svcs Manager hire

Final Action: 01/13/2021

Title: Consider a motion to confirm the hire of the selection committee's preferred applicant, Ms. Jean Lane, for the Business Services Manager position contingent upon satisfactory results of the pre-employment background screenings.

Notes:

Sponsors:

Enactment Date:

Attachments:

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Passed				Pass
Action Text: Approved by consent roll call vote. Aye: 5 President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith							

Text of Legislative File 21-1605

Consider a motion to confirm the hire of the selection committee's preferred applicant, Ms. Jean Lane, for the Business Services Manager position contingent upon satisfactory results of the pre-employment background screenings.

Background Information:

The requested action is part of our succession plan for the upcoming retirement of Tyanne Betts, our current Finance and Accounting Manager. Tyanne will be retiring from full-time

employment in 2021. It is desired to hire Tyanne's replacement soon so as to train and transition throughout the audit process. At the November 18, 2020 meeting the Commission approved the updated position description and authorized the advertising for the Business Services Manager. Following advertising of the position opening, we collected six applications. The applications were then rated and President Stanley and General Manager Kennedy conducted an in-person interview on December 21. Background verification was submitted and an offer of employment was made to the selection committee's preferred applicant, Ms. Jean Lane of Grand Rapids. She accepted our offer of employment and will begin work with us in February contingent upon satisfactory results of the pre-employment background screenings.

Requested Commission Action:

Consider a motion to confirm the hire of the selection committee's preferred applicant, Ms. Jean Lane, for the Business Services Manager position contingent upon satisfactory results of the pre-employment background screenings.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1607

File ID: 21-1607

Type: Agenda Item

Status: Passed

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/08/2021

File Name: Non-AMI meter surplus

Final Action: 01/13/2021

Title: Consider a motion to authorize the sale and/or disposal of surplus non-AMI electric meters.

Notes:

Sponsors:

Enactment Date:

Attachments: 2021-01 Electric Meter Surplus Sale

Enactment Number:

Contact: Jeremy Goodell

Hearing Date:

Drafter:

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Passed				Pass
	Action Text: Approved by consent roll call vote. Aye: 5 President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith						

Text of Legislative File 21-1607

Consider a motion to authorize the sale and/or disposal of surplus non-AMI electric meters.

Background Information:

All electric meters have been replaced with AMI type meters, and we now have a surplus of non-AMI type meters which cannot be used on our system. The attached ad for sealed bid will go out to sell the used non-AMI meters.

Requested Commission Action:

Consider a motion to authorize the sale and/or disposal of surplus non-AMI electric meters.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1607

GRAND RAPIDS PUBLIC UTILITIES SURPLUS EQUIPMENT SALE

Grand Rapids Public Utilities will sell used surplus non-AMI Electric Meters by sealed bid at the GRPU Service Center, 500 SE 4th Street, Grand Rapids, MN. Items will be available for inspection Thursday, January 14th through Thursday, January 21, 2021 between the hours of 9:00 AM – 4:00 PM. Items are being sold as-is, with no warranty or guarantee. Bid forms will be received until 9:00 AM on Friday, January 22, 2021 at which time they will be publicly opened and read aloud. Successful bidders will be notified by phone if not present. The expense to remove the bid item(s) and the liability in moving the same is the sole responsibility of the successful bidder. Unless special arrangements are made, The Buyer shall arrange for a mutually convenient pick up time between the hours of 9:00 AM to 4:00 PM from Monday, February 1st through Friday, February 5th, 2021. The Buyer must remove bid items from the Grand Rapids Public Utilities warehouse by 4:00 PM on Friday, February 5th. Grand Rapids Public Utilities reserves the right to reject any or all bids or award upon such basis as they may deem to be in the utility's best interest.

GRPU SURPLUS EQUIPMENT BID FORM

ITEMS: Surplus Non-AMI Electric Meter Sale – January 2021

Total Amount of Bid \$ _____

Bidder's Name _____

Telephone _____

BIDS TO BE OPENED: 9:00 a.m. on Friday, January 2021

Bid is submitted to: **Julie Kennedy, General Manager**
Grand Rapids Public Utilities
500 SE 4th Street
Grand Rapids, MN 55744

The Bidder proposes and agrees, if this Bid is accepted, to enter into the Agreement with Owner to perform all work as indicated for the price above and in accordance with the terms and conditions of the Agreement.

AGREEMENT

This Agreement is entered into as of _____ (the "Effective Date") by the Grand Rapids Public Utilities Commission located at 500 SE 4th Street, Grand Rapids, MN 55744 ("Seller") and _____, located at _____, ("Buyer").

Seller and Buyer may be referred to in this Agreement collectively as the "Parties."

The Parties agree as follows:

Sale of Property. Seller agrees to sell and Buyer agrees to purchase the personal property described below (the "Property"): Approximately 500 non-AMI electric meters.



Guarantee Waiver. All property is offered for sale "as-is, where-is." The surplus meters are various sizes and makes and will be sold as one complete lot. Seller expressly disclaims any representations or warranties as to the value, condition, or functionality of the Property or its suitability for any particular purpose and Buyer will have no recourse against Seller for the Property. The Buyer is not entitled to any payment for loss of profit or any other money damages - special, direct, indirect, or consequential. Seller represents and warrants that they have good and marketable title to the Property and full authority to sell the Property. Seller also

represents that the Property is sold free and clear of all liens, indebtedness, or liabilities. Buyer may request a Bill of Sale from the Seller for the Property.

Description Warranty. Seller warrants to the Buyer that the property offered for sale will conform to its description. Any claim for mis-description must be made prior to removal of the property. If the Seller confirms that the property does not conform to the description, the Seller will keep the property and refund any money paid. The liability of the Seller shall not exceed the actual purchase price of the property. Please note that upon removal of the property, **all sales are final.**

Inspection. Bidders may inspect the meters from Thursday, January 14th through Thursday, January 21st, 2021 between the hours of 9:00 AM – 4:00 PM.

Purchase Price. Buyer will pay Seller for the Property and for all obligations specified in this Agreement, if any, as the full and complete purchase price including any applicable sales tax, the sum of \$_____ (the "Purchase Price").

Taxes. The Buyer will be responsible for filing all required sales and use tax returns in connection with the transfer of the Property. Buyer will also pay all required sales and use taxes and any other transfer costs and expenses that arise as a result of the transfer of the Property. Buyer will pay all such personal property taxes that accrue thereafter.

Consideration of Bid. Seller reserves the right to reject any and all bids and to withdraw from sale any of the items listed.

Payment. Payment must be received prior to pick up of property. Payment shall be made in the form of a money order or cashier's check made out to Seller. There will be NO partial payments allowed. Property must be paid in full per payment process prior to pick up.

Pick Up Procedure. The Buyer shall arrange for a mutually convenient pick up time between the hours of 9:00 AM to 4:00 PM from Monday, February 1st through Friday, February 5th, 2021. The Buyer must remove bid items from the Grand Rapids Public Utilities warehouse by 4:00 PM on Friday, February 5th. If the Buyer, fails to remove the property within the specified time, the Seller reserves the right (1) to award the bid to the next highest bidder; and (2) to dispose of the item as deemed desirable by the Seller.

Successful bidder is responsible for removal of all property awarded to them from its location at the Grand Rapids Public Utilities Warehouse located at 500 SE 4th Street, Grand Rapids, MN 55744. The Buyer will make all arrangements and perform all work necessary, including providing satisfactory equipment to haul and transport the property. Under no circumstances will Seller assume responsibility for damage to the property or the hauling equipment.

Default. Default shall include (1) failure to observe these terms and conditions; (2) failure to make good and timely payment; or (3) failure to remove all items within the specified time. Default may result in termination of the contract and suspension from participation in all future sales until the default has been cured. If the Buyer fails in the performance of their obligations, Seller may exercise such rights and may pursue such remedies as are provided by law.

Acceptance of Terms and Conditions. By submitting a bid, the bidder agrees that they have read, fully understand and accept these Terms and Conditions stated herein, and agree to pay for and remove the property, if the bid is accepted, by the dates and times specified. This Agreement shall be binding upon the Parties and their respective heirs, successors and assigns. The provisions of this Agreement are severable. If any provision is held to be invalid or unenforceable, it shall not affect the validity or enforceability of any other provision. The section headings are for reference purposes only and shall not otherwise affect the meaning, construction or interpretation of any provision of this Agreement. This Agreement constitutes the entire agreement between the Parties and supersedes any and all prior oral or written agreements or understandings between the Parties concerning the subject matter of this Agreement. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same document.

Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota without giving effect to the conflict of laws principles thereof.

Disputes. Any dispute arising from this Agreement shall be resolved through mediation. If the dispute cannot be resolved through mediation, then the dispute will be resolved through binding arbitration conducted in accordance with the rules of the American Arbitration Association.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1597

File ID: 21-1597

Type: Agenda Item

Status: Passed

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/07/2021

File Name:

Final Action: 01/13/2021

Title: Consider a motion to approve the purchase of four lift station Alarm Agents from NOS Automation for the Lift Station Radio Upgrades capital project in the amount of \$9,626.65.

Notes:

Sponsors:

Enactment Date:

Attachments: January 2021 - PlanIt - Lift Alarms, January 2021 - Quote - NOS Q202012001.0, January 2021 - Quote - Tank Vitals

Enactment Number:

Contact:

Hearing Date:

Drafter: Steve Mattson

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Passed				Pass
Action Text: Approved by consent roll call vote. Aye: 5 President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith							

Text of Legislative File 21-1597

Consider a motion to approve the purchase of four lift station Alarm Agents from NOS Automation for the Lift Station Radio Upgrades capital project in the amount of \$9,626.65.

Background Information:

This is a budgeted expense through the approved 2021 Lift Station Radio Upgrades capital project. To date, we have spent \$0 of the approved \$13,890 capital budget. Two quotes were received. One from NOS Automation for \$9,626.65 (attached) and one

from Tank Vitals for \$10,512 (attached).

The installation of the Alarm Agents will be in first quarter of 2021.

We recommend approval of the NOS Automation quote for the Alarm Agents.

Requested Commission Action:

Consider a motion to approve the purchase of four lift station Alarm Agents from NOS Automation for the Lift Station Radio Upgrades capital project in the amount of \$9,626.65.

Capital Improvement Plan

2020 *thru* 2024

Grand Rapids Public Utilities Commission

Department 3-Wastewater Collection

Contact Steve Mattson

Type Unassigned

Useful Life 10

Category WW System

Priority 01 - Required

Status Active

Total Project Cost: \$32,890

Project # WWCO2010

Project Name Lift Station Radio Upgrades

Description

The communication radio used in the lift stations have been discontinued. Improved technology exists that will better suit the utility today and into the future via cellular based alarms.

Justification

The communication radio used in the lift stations have been discontinued. The parts are not available. This is essential to ensure the proper operation of the collection system. Failure to address an overflowing lift station would result in fines and public health concerns.

Expenditures	2020	2021	2022	2023	2024	Total
Purchases	19,000	9,500				28,500
Labor		4,390				4,390
Total	19,000	13,890				32,890

Funding Sources	2020	2021	2022	2023	2024	Total
Rplcmt Fund-WWC Infrastructure	19,000	13,890				32,890
Total	19,000	13,890				32,890

Budget Impact/Other

12 lift stations effected. (2-9, 11-13, 15)
 Alarm Agent \$2375 each
 labor 2 hrs @ 145 \$/hr each
 Year 1
 (8) units = \$19,000
 Year 2
 (4) units = \$9,500
 Labor (for all) = \$3480
 Contingency 0.07 = \$910

Budget Items	2020	2021	2022	2023	2024	Total
Capital Projects	19,000	13,890				32,890
Total	19,000	13,890				32,890



December 11, 2020

Proposal No.: Q202012001.0

Subject: Lift Station Remote Alarm Agents

Mr. Mattson,

I appreciate the opportunity to present GRPUC (Grand Rapids Public Utilities Commission) with this proposal to provide four AlarmAgent units for remote monitoring and alerting of lift station events or other similar applications.

1.0 Scope

The scope of this proposal is for NOS Automation to provide the follow hardware.

- 4 AlarmAgent Digital WRTU with NEMA 4X Enclosure and Phantom antenna
- 4 AlarmAgent 120 VAC to 12VDC Power Supply
- 4 Cabinet Mount Digital RM3 N antenna with 36" cable
- 4 Cloud Based Management Service for each unit \$360/unit/yr
 - ***Note this service requires annual renewal

2.0 Clarifications

Additional proposal clarifications

- Hardware mounting and wiring will be done by the city electrician

3.0 Terms

- Invoicing for half the hardware cost will be submitted upon acceptance of this proposal with the balance due upon delivery
- Any setup services for the hardware will be invoiced on a time and material basis
- This proposal pricing is valid for 60 days

4.0 Pricing

Individual components priced for clarifications; removal of any individual component from the scope of this proposal may impact pricing of other components.

Lump Sum Total: \$9,626.65

Sincerely,

Richard Beckrich
Automation Specialist / Owner
NOS Automation LLC21419 River Rd
Grand Rapids, MN 55744



Range Data Inc.
114 Eastwood Dr
Grafton, ND 58237
(701) 352-4696



S2C External

Supervisory Control and Data Acquisition (SCADA) to Cellular

\$2,598.00 + \$300.00 yearly Cellular fee

This S2C External Station unit will collect data, check temperatures and monitor alarms, then send the updated data to the Cloud for you to view from anywhere in the world.

Real-time alarm and notifications sent directly to your phone and/or eMail address to reduce the risk of severe damage

DIVISION : PUBLIC SERVICES

SKU : S2C

WEIGHT : 2.3 LB 1,043.26 G

Call (701) 352-4696 and Place Your Order

DESCRIPTION DATA SHEET

Cellular Interface

- USA: AT&T, Verizon
- Canada: Bell Canada, Rogers (+ \$380 yearly Canada Cellular fee)
- Includes VPN (virtual private network) Protection
- Fee is Billed April 1st of this year to April 1 of next year
- 1st year fee is pro rated from install date to April 1st of next year

Features

- Requires 120Vac
- Up to 10 Input Ports *each timer removes 1 Input port
- Up to 4 Run Timers *each timer removes 1 Input port
- 4 Relay Controls
- RS485 Communication Connection Port
- Optional Add-on 4-2mA and/or 0-10V control board
- Temperature Sensor -40°F to 149°F (-40°C to 65°C)
- Solid State battery backup *never needs replacing

Unit	Price	Quantity	Subtotal	
S2C External	\$2,598.00	4	\$ 10,392.00	
			\$ 10,392.00	Subtotal
				Sales Tax
			\$ 120.00	Shipping
			\$ 10,512.00	Total
* Note Installation required				
** Note Cellular fee is separate and required annually per unit				



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1586

File ID: 21-1586

Type: Agenda Item

Status: Passed

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/05/2021

File Name: 2021 Pay Equity Report

Final Action: 01/13/2021

Title: Consider a motion to approve the 2021 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota Office of Budget and Management.

Notes:

Sponsors:

Enactment Date:

Attachments: Draft 2021 MN Pay Equity Report.pdf, MMB Guide to Understanding Pay Equity Compliance.pdf

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Passed				Pass
Action Text: A motion was made by Secretary Kathy Kooda, seconded by Commissioner Rick Smith, to approve the 2021 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota Office of Budget and Management. 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							

Text of Legislative File 21-1586

Consider a motion to approve the 2021 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota Office of Budget and Management.

Background Information:

Local Government Pay Equity Act, M.S. 471.991 - 471.999 and Minnesota Rules, Chapter

3920 requires the Grand Rapids Public Utilities Commission (GRPUC) to submit a pay equity report to the State of Minnesota, Office of Management & Budget every three years. GRPUC is required to submit a report by January 31, 2021 based on pay data as of December 31, 2020. Attached to this item please find a copy of said report as well as a Guide to Understanding Pay Equity document for your review. The report indicates that the GRPUC is in compliance with Minnesota State Statutes.

Requested Commission Action:

Consider a motion to approve the 2021 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota Office of Budget and Management.

Posting date:

Jurisdiction Name:

NOTICE TO POST

2021 Pay Equity Report

This jurisdiction is submitting a pay equity implementation report to Minnesota Management & Budget as required by the Local Government Pay Equity Act, Minnesota Statutes 471.991 to 471.999. The report must be submitted by January 31, 2021.

The report is public data under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. That means that the report is available to anyone requesting this information.

This notice is being sent to all union representatives (if any) in this jurisdiction. In addition, this notice must remain posted in a prominent location for at least 90 days from the date the report was submitted.

For more information about this jurisdiction's pay equity program, or to request a copy of the implementation report, please contact:

(local contact person's name, address, telephone)

For more information about the state pay equity law, you may contact the Pay Equity Office at:

pay.equity@state.mn.us

Pay Equity Office
Minnesota Management & Budget
400 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155

Minnesota Pay Equity Management System - Grand Rapids Public Utilities Commission(21-No Submission)

[Home](#)
[Utilities](#)
[Go To](#)
[Log Out](#)

Pay Equity Implementation Form

Information entered on this page is not submitted until you click "sign and submit." This page may be printed and shared with your governing body for approval. After you receive approval, you will need to come back to this page, complete the necessary information, then click "sign and submit."

Part A: Jurisdiction Identification

Jurisdiction: Grand Rapids Public Utilities Commission
500 SE 4th Street
Grand Rapids

Jurisdiction Type: UTL - Utility

Contact:	Name	Title	Phone	Email
	Christine Flannigan	Admin/HR Assist	218-326-7189	cjflannigan@grpuc.org
	Julie Kennedy	GeneraManager	218-326-7687	jakennedy@grpuc.org

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was:

Consultant's System (specify) ▼

Describe below if the job evaluation system used is: "The same as last year", "A new system", "A substantially modified system from last year", or another descriptor not listed here: (*less than 240 characters)

Hay Management Consultants

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and

There is no difference ▼ and female classes are not at a disadvantage.

3. An official notice has been posted at:

Grand Rapids Public Utilities Work Sites
(prominent location) (*less than 60 characters)

informing employees that the Pay equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Grand Rapids Public Utilities Commission
(governing body) (*less than 60 characters)

Thomas G. Stanley
(chief elected official)(*less than 60 characters)

President
(title) (*less than 60 characters)

☐ Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Part C: Total Payroll

2,768,222.12 is the annual payroll for the calendar year just ended December 31.

[Save Changes](#)[Sign & Submit](#)[Return to Test Results](#)

We have worked to ensure this product is accessible and compliant with the standard WCAG 2.0 level AA. We have tested accessibility using the JAWS software from Freedom Scientific. We found it to work correctly for us. If you find errors in accessibility, please let us know at pay.equity@state.mn.us so that we can follow up. Thank you.

Compliance Report

Jurisdiction: Grand Rapids Public Utilities Commission
500 SE 4th Street

Report Year: 2021
Case: 3 - 2021 Draft Data as of
12/31/2020 (Private (Jur Only))

Grand Rapids, MN 55744

Contact: Julie Kennedy

Phone: (218) 326-7687

E-Mail: jakennedy@grpuc.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	20	7	0	27
# Employees	26	11	0	37
Avg. Max Monthly Pay per employee	5716.47	5639.21		5693.50

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 70 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	10	2
b. # Below Predicted Pay	10	5
c. TOTAL	20	7
d. % Below Predicted Pay (b divided by c = d)	50.00	71.43

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 35	Value of T = 1.126
------------------------------	--------------------

a. Avg. diff. in pay from predicted pay for male jobs = 12

b. Avg. diff. in pay from predicted pay for female jobs = -120

III. SALARY RANGE TEST = 150.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 3.00

B. Avg. # of years to max salary for female jobs = 2.00

IV. EXCEPTIONAL SERVICE PAY TEST = 204.08 (Result is B divided by A)

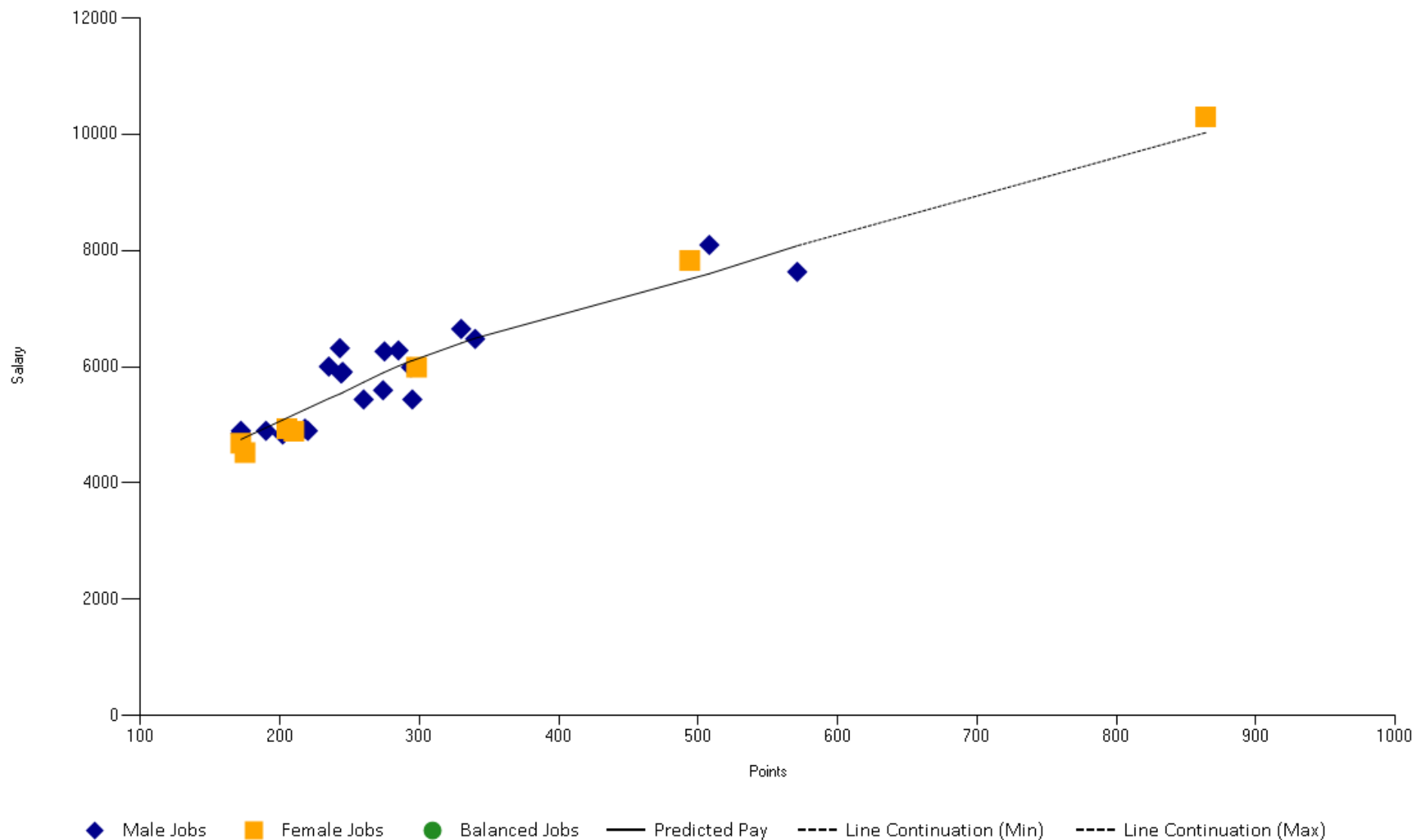
A. % of male classes receiving ESP = 35.00 *

B. % of female classes receiving ESP = 71.43

*(If 20% or less, test result will be 0.00)

Predicted Pay Report for: Grand Rapids Public Utilities Commission

Case: 2021 Draft Data as of 12/31/2020



Predicted Pay Report for: Grand Rapids Public Utilities Commission

Case: 2021 Draft Data as of 12/31/2020

Job Nbr	Job Title	Nbr Males	Nbr Females	Non- Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
4	Data Processing Clerk	0	1	0	1	Female	172	4686.5900	4751.5375	-64.9475
5	Water Plant Operator	1	0	0	1	Male	172	4899.4400	4751.5375	147.9025
6	GIS Technician/Locator	1	0	0	1	Male	172	4855.5900	4751.5375	104.0525
3	Customer Service Representativ	0	3	0	3	Female	175	4525.2100	4784.7494	-259.5394
7	WWTP Operator	4	0	0	4	Male	190	4899.4400	4952.3540	-52.9140
34	Water/Wastewater Maintenance	1	0	0	1	Male	202	4836.3500	5086.3604	-250.0104
9	Lead Customer Service Rep.	0	2	0	2	Female	205	4933.0700	5119.5723	-186.5023
8	Accounting Technician	0	2	0	2	Female	210	4888.5200	5175.5692	-287.0492
12	Warehouse/Purchasing Clerk	1	0	0	1	Male	218	4936.1900	5264.7781	-328.5881
11	Maintenance II	2	0	0	2	Male	220	4899.4400	5287.1769	-387.7369
13	Journey Line Worker/Apprentice	1	0	0	1	Male	235	6004.4400	5454.3952	550.0448
15	Project Coordinator	1	0	0	1	Male	243	6320.4300	5533.2824	787.1476
31	Information Systems Coordinato	1	0	0	1	Male	244	5884.4900	5544.7574	339.7326
16	Maintenance Electrician	1	0	0	1	Male	245	5913.4400	5556.6423	356.7977
14	Maintenance I	2	0	0	2	Male	260	5439.2000	5735.1403	-295.9403
33	Water/Sewer Foreman	1	0	0	1	Male	274	5597.2800	5897.2593	-299.9793
32	Line Crew Lead	2	0	0	2	Male	275	6264.4400	5907.9626	356.4774
29	Meter Technician	1	0	0	1	Male	285	6281.7700	6014.6265	267.1435
18	Wastewater Operations Director	1	0	0	1	Male	294	5992.8300	6100.5506	-107.7206
28	Water Operations Director	1	0	0	1	Male	295	5439.2000	6105.8658	-666.6658
19	Administrative/HR Assistant	0	1	0	1	Female	298	5994.5600	6122.3811	-127.8211
20	Maintenance Foreman	1	0	0	1	Male	330	6651.8400	6407.6282	244.2118
30	Line Crew Foreman	1	0	0	1	Male	340	6481.1100	6491.7265	-10.6165
24	Accounting & Finance Manager	0	1	0	1	Female	494	7831.3700	7502.1697	329.2003
25	W/WW Department Manager	1	0	0	1	Male	508	8096.5700	7602.2211	494.3489
26	Electric Department Manager	1	0	0	1	Male	571	7633.2500	8082.1286	-448.8786
27	General Manager	0	1	0	1	Female	864	10299.9900	10028.2851	271.7049

Job Number Count: 27

Job Class Data Entry Verification List

Case: 2021 Draft Data as of 12/31/2020

Grand Rapids Public Utilities Commission

LGID: 25

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
4	Data Processing Clerk	0	1	0	F	172	4686.59	4686.59	0.00	26.00	Longevity
5	Water Plant Operator	1	0	0	M	172	4899.44	4899.44	0.00	22.00	Longevity
6	GIS Technician/Locator	1	0	0	M	172	4855.59	4855.59	0.00	2.00	
3	Customer Service Representativ	0	3	0	F	175	3620.17	4525.21	2.00		Longevity
7	WWTP Operator	4	0	0	M	190	4899.44	4899.44	0.00	6.00	
34	Water/Wastewater Maintenance	1	0	0	M	202	3869.08	4836.35	2.00		Longevity
9	Lead Customer Service Rep.	0	2	0	F	205	4933.07	4933.07	0.00	17.00	Longevity
8	Accounting Technician	0	2	0	F	210	4888.52	4888.52	0.00	25.00	Longevity
12	Warehouse/Purchasing Clerk	1	0	0	M	218	4936.19	4936.19	0.00	10.00	Longevity
11	Maintenance II	2	0	0	M	220	4899.44	4899.44	0.00	3.00	Longevity
13	Journey Line Worker/Apprentice	1	0	0	M	235	4983.69	6004.44	4.00		
15	Project Coordinator	1	0	0	M	243	6320.43	6320.43	0.00	4.00	
31	Information Systems Coordinato	1	0	0	M	244	5884.49	5884.49	0.00	1.00	
16	Maintenance Electrician	1	0	0	M	245	5913.44	5913.44	0.00	2.00	
14	Maintenance I	2	0	0	M	260	5439.20	5439.20	0.00	5.00	Longevity
33	Water/Sewer Foreman	1	0	0	M	274	5597.28	5597.28	0.00	30.00	Longevity
32	Line Crew Lead	2	0	0	M	275	6264.44	6264.44	0.00	0.00	
29	Meter Technician	1	0	0	M	285	6281.77	6281.77	0.00	2.00	
18	Wastewater Operations Director	1	0	0	M	294	5992.83	5992.83	0.00	5.00	
28	Water Operations Director	1	0	0	M	295	5439.20	5439.20	0.00	2.00	
19	Administrative/HR Assistant	0	1	0	F	298	5994.56	5994.56	0.00	17.00	
20	Maintenance Foreman	1	0	0	M	330	6651.84	6651.84	0.00	5.00	
30	Line Crew Foreman	1	0	0	M	340	6481.11	6481.11	0.00	2.00	Longevity
24	Accounting & Finance Manager	0	1	0	F	494	7831.37	7831.37	0.00	35.00	
25	W/WW Department Manager	1	0	0	M	508	8096.57	8096.57	0.00	7.00	
26	Electric Department Manager	1	0	0	M	571	7633.25	7633.25	0.00	7.00	
27	General Manager	0	1	0	F	864	10299.9	10299.99	0.00	4.00	Performance

9

Job Number Count: 27

Guide to Understanding Pay Equity Compliance

Pay Equity Office
Minnesota Management & Budget
400 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155

[Local Government Pay Equity Webpage](#)

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Guide to Understanding Pay Equity Compliance

This booklet gives a general overview of how data from the local government reports is analyzed and how the tests for compliance are conducted. Complete details of compliance requirements are in Minnesota Rules Chapter 3920.

This booklet also describes the computer software developed by MMB. This software calculates several of the tests for compliance and the reports produced by the software are explained on pages three through five.

Tests for Compliance

1. **Completeness and Accuracy Test** - determines whether jurisdictions have filed reports on time, included correct data and supplied all required information.
2. **Statistical Analysis Test** - described on pages three through five, compares salary data to determine if female classes are paid consistently below male classes of comparable work value (job points). MMB has developed software that calculates the results for this test. This test is generally applied to larger jurisdictions. For smaller jurisdictions, the alternative analysis is used.
3. **Alternative Analysis Test** - described on pages 14 through 17, compares salary data to determine if female classes are paid below male classes even though the female classes have similar or greater work value (job points). The software is not used for this test.
4. **Salary Range Test** - described on page 18, compares the average number of years it takes for individuals to move through salary ranges established for female classes compared to male classes. This test only applies to jurisdictions that have a system where there is an established number of years to move through salary ranges.
5. **Exceptional Service Pay Test** - described on page 19, compares how often individuals in male classes receive longevity or performance pay above the normal salary range compared to how often individuals in female classes receive this type of pay. This test applies only to jurisdictions that have a system that includes exceptional service pay.

Determining Whether the Alternative or Statistical Analysis Will Be Used

1. Alternative analysis - jurisdiction has:

- Three or fewer male classes.

NOTE: Jurisdictions with three or fewer male classes may want to skip over the information on pages two through seven describing the statistical analysis and computer reports.

2. Statistical analysis - jurisdiction has:

- Six or more male classes and at least one class with an established salary range, or
- Four or five male classes and an underpayment ratio of 80% or more. May or may not have classes with an established salary range.

3. Start in statistical analysis but go to alternative analysis - jurisdiction has:

- Four or five male classes and an underpayment ratio below 80%, or
- An underpayment ratio below 80%, six or more male classes, but no classes with a salary range.

Explanation of Computer Reports

Information contained in the next few pages is intended to explain the three reports produced by the Pay Equity Management System Software. Look at the sample reports as you read the following explanations. Each numbered explanation corresponds to a shaded number on the examples on pages three, five and six. For informational purposes, a sample of a graph produced with the Pay Equity Analysis software is shown on page seven.

Compliance Report

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from the

Pay Equity Implementation Report data. Parts II, III and IV of the Compliance Report give test results. For more detail on each test, refer to [Minnesota Rules Chapter 3920](#).

I. GENERAL JOB CLASS INFORMATION

	Male Classes	1	Female Classes	2	Balanced Classes	All Job Classes
# Job Classes	8		4		2	14
# Employees	14		4		24	42
Avg. Max Monthly Pay Per Employee		1,537.22	1,796.87			1,656.86
						3

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 150.0* 4

	Male Classes	Female Classes
a. # At or above Predicted Pay	5	3
b. # Below Predicted Pay	3	1
c. TOTAL	8	4
d. % Below Predicted Pay (b divided by c = d)	37.50 5	25.00 6

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 16

Value of T = -3.732 7

a. Avg. diff. in pay from predicted pay for male jobs = \$2 8

b. Avg. diff. in pay from predicted pay for female jobs = \$75 9

III. SALARY RANGE TEST = 105.71% 10 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 5.29

B. Avg. # of years to max salary for female jobs = 5.00

IV. EXCEPTIONAL SERVICE PAY TEST = 50.00% 11 (Result is B divided by A)

A. % of male classes receiving ESP 50.00*

B. % of female classes receiving ESP 25.00

*(If 20% or less, test result will be 0.00.)

Compliance Report

Explanations below correspond to shaded numbers on page three.

1. **Average Maximum Monthly Salary for Employees in Male Classes**
2. **Average Maximum Monthly Salary for Employees in Female Classes**
3. **Overall Average Maximum Monthly Salary for an Employee**
4. **Underpayment Ratio**

The minimum requirement to pass the statistical analysis test is an underpayment ratio of 80%. The underpayment ratio is calculated by dividing the percentage of male classes below predicted pay (item five) by the percentage of female classes below predicted pay (item six). In the example on page three, $37.5 \div 25 = 150\%$. Jurisdictions with an underpayment ratio below 80% can improve their score by increasing salaries for female classes to at or above predicted pay. More details regarding predicted pay are on pages six through 13.

If the underpayment ratio is less than 80%, a jurisdiction may still pass the statistical analysis test if the t-test results (explained in item 7) are not statistically significant. The t-test measures the average dollar difference from predicted pay for male and female classes.

5. Percentage of Male Classes Below Predicted Pay

This percentage is calculated by dividing the number of male classes below predicted pay by the overall total of male classes. In the example on page three, the total of male classes is eight, and three fall below predicted pay. Therefore, $3 \div 8 = 37.50\%$.

6. Percentage of Female Classes Below Predicted Pay

This percentage is calculated by dividing the number of female classes below predicted pay by the overall total of female classes. In the example on page three, the total of female classes is four and one of those falls below predicted pay. Therefore, $1 \div 4 = 25\%$.

7. T-Test & Degrees of Freedom

These numbers are used only for jurisdictions with an underpayment ratio below 80%, at least six male classes and at least one class with a salary range. If the underpayment ratio is 80% or more, these numbers are not used nor are they used for jurisdictions in the alternative analysis.

These numbers show the average dollar amount that males and females are from predicted pay and answer the question: Are females paid less than males on average and, is the underpayment of females statistically significant?

To determine if these numbers show statistical significance, they must be checked against the table on page five. Find the DF number in the “Degrees of Freedom” column and then look across for the “Value of T.” If the “value of t” on the compliance report is less than the “value of t” on the table, it means that either there is no underpayment of female classes or that the underpayment is not statistically significant. If the t-test number is the same or more than the “value of t” on the table, the underpayment for female classes is statistically significant and the jurisdiction would not pass the test.

Salary increases for female classes sufficient to eliminate statistical significance would allow a jurisdiction to pass the statistical analysis test even with an underpayment ratio below 80%.

In the example on page three, t-test results would not be used because the underpayment ratio is above 80%, but let's assume we needed to check these results. First, we would find 16 in the DF column

and then look across to find the value of t at 1.746. Since our t-test number is -3.732, well below the value of t on the table, these results would show that on average, females are not underpaid compared to males.

T-Test Table (5% Significance)					
<u>DF</u>	<u>Value of t</u>	<u>DF</u>	<u>Value of t</u>	<u>DF</u>	<u>Value of t</u>
1	6.314	12	1.782	23	1.714
2	2.920	13	1.771	24	1.711
3	2.353	14	1.761	25	1.708
4	2.132	15	1.753	26	1.706
5	2.015	16	1.746	27	1.703
6	1.943	17	1.740	28	1.701
7	1.895	18	1.734	29	1.699
8	1.860	19	1.729	30	1.697
9	1.833	20	1.725	40	1.684
10	1.812	21	1.721	60	1.671
11	1.796	22	1.717	120	1.658
				Infinity	1.645

While the entire method for calculating t-test results cannot be explained here, it is a commonly accepted mathematical technique for measuring statistical significance. The formula is fairly complex, but basically it factors in predicted pay, the dollar difference from predicted pay and the number of employees. The DF number is the total number of employees in male or female dominated classes only, minus two.

8. Average Dollar Amount Male Classes are Above or Below Predicted Pay

In the example on page three, the maximum monthly salary for male classes, on average, is \$2 above predicted pay.

9. Average Dollar Amount Female Classes are Above or Below Predicted Pay

In the example on page three, the maximum monthly salary for female classes, on average, is \$75 above predicted pay.

10. Salary Range Test

This number must be either 0% or 80% or more to pass this test. In the example on page three, 105.71% is passing. Jurisdictions not passing this test can pass it

by reducing the number of years it takes for female classes to reach maximum salaries, increasing the number of years for males to reach maximum salaries, or some combination of both. A result of 0% would mean that either there are no male classes with an established number of years to move through a salary range, no female classes with an established number of years to move through a salary range, or both. A description of how the salary range test is calculated is on page 18.

11. Exceptional Service Pay Test

This number must be either 0% or 80% or more to pass this test. In the example on page three, 50% is not passing. Jurisdictions not passing this test can pass it by either increasing the number of female classes that receive exceptional service pay, decreasing the number of male classes that receive exceptional service pay, or some combination of both. A result of 0% could mean that fewer than 20% of male classes receive exceptional service pay or that no female classes receive exceptional service pay. A description of how the exceptional service pay test is calculated is on page 19.

Statistical Analysis

Explanations correspond to shaded numbers below.

This report can be printed after the results are computed. The predicted pay and pay difference columns are helpful in analyzing the cost of adjusting the salary for any given class.

1. Predicted Pay

The most simplistic definition of predicted pay is that it is the average pay of male classes at any given point value. Predicted pay is calculated by averaging the maximum monthly salaries for male classes in the jurisdiction. It is the standard for comparing how males and females are compensated. Predicted pay is a mirror, or reflection, of the current compensation practice within a jurisdiction for male classes, but is not necessarily the salary that "should" be paid at any particular point level. Specific details of the method used to calculate predicted pay is explained in pages eight through 13. The graph on page seven shows a "predicted pay line" and how male and female classes scatter around that line. Predicted pay amounts are determined only from the jurisdiction itself, not from any external factors or salaries.

2. Pay Difference

Shows the dollar amount that maximum monthly salaries fall above or below predicted pay. If a jurisdiction does not pass the statistical test and needs to increase salaries for female classes, either to reach an underpayment ratio of 80% or eliminate the statistical significance of the t-test, this information is useful in calculating the cost. For example, the cost to increase the female class of "stage manager" to predicted pay would be \$6.20 per month.

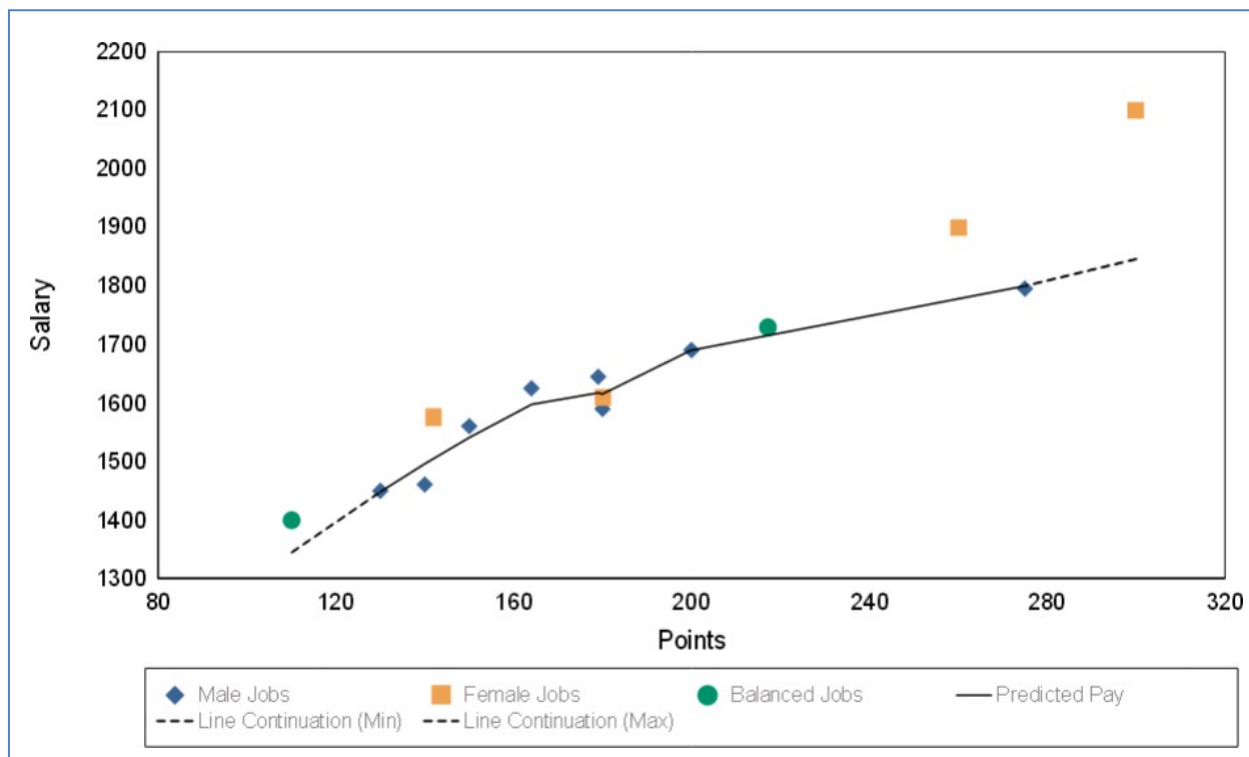
1
2

Predicted Pay Report for Stageville Theater First Step To Broadway!
Case : 2011

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	Box Office	1	1	2	Balanced	110	\$1,400.41	\$1,344.82	\$55.59
2	Stage Crew	6	1	7	Male	130	\$1,460.26	\$1,447.15	\$3.11
3	Props Chief	1	0	1	Male	140	\$1,460.94	\$1,495.59	(\$34.65)
4	Costume Designer	0	1	1	Female	142	\$1,575.89	\$1,505.17	\$70.72
5	Set Tech.	1	0	1	Male	150	\$1,560.75	\$1,540.12	\$20.63
6	Lighting Tech.	1	0	1	Male	164	\$1,625.50	\$1,598.54	\$26.96
7	Effects Eng.	1	0	1	Male	179	\$1,645.22	\$1,617.17	\$28.05
8	Stage Manager	0	1	1	Female	180	\$1,610.30	\$1,616.50	(\$6.20)
9	Writer	1	0	1	Male	180	\$1,590.19	\$1,616.50	(\$26.31)
10	Marketing Director	1	0	1	Male	200	\$1,690.85	\$1,689.43	\$1.42
11	Actor/Actress	10	12	22	Balanced	217	\$1,730.85	\$1,748.34	(\$17.49)
13	Producer	0	1	1	Female	260	\$1,900.00	\$1,773.81	\$126.19
12	Director	1	0	1	Male	275	\$1,795.76	\$1,800.99	(\$5.23)
14	General Manager	0	1	1	Female	300	\$2,100.67	\$1,846.29	\$254.38

Job Number Count: 14

Predicted Pay Graph



Job Class Data Entry List Report

Shows the data that has been entered for computation. This report should be carefully reviewed before computing the results. If any errors are found, they must be corrected before computing results.

Job Class Data Entry Verification List

Stageville Theater First Step To Broadway!
LGID 1

Case: 2011

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Box Office	1	1	B	110	\$1,200.00	\$1,400.41	4.00	0.00	
2	Stage Crew	6	1	M	130	\$1,250.00	\$1,450.26	5.00	0.00	Longevity
3	Props Chief	1	0	M	140	\$1,260.00	\$1,460.94	5.00	0.00	Longevity
4	Costume Designer	0	1	F	142	\$1,375.00	\$1,575.89	5.00	0.00	
5	Set Tech.	1	0	M	150	\$1,360.00	\$1,560.75	5.00	0.00	Longevity
6	Lighting Tech.	1	0	M	164	\$1,400.00	\$1,625.50	6.00	0.00	Longevity
7	Effects Eng.	1	0	M	179	\$1,425.00	\$1,645.22	6.00	0.00	
8	Stage Manager	0	1	F	180	\$1,425.00	\$1,610.30	5.00	0.00	Longevity
9	Writer	1	0	M	180	\$1,400.00	\$1,590.19	6.00	0.00	
10	Marketing Director	1	0	M	200	\$1,490.00	\$1,690.85	4.00	0.00	
11	Actor/Actress	10	12	B	217	\$1,500.00	\$1,730.85	4.00	0.00	Performance
13	Producer	0	1	F	260	\$1,700.00	\$1,900.00	0.00	1.00	
12	Director	1	0	M	275	\$1,600.00	\$1,795.76	0.00	3.00	
14	General Manager	0	1	F	300	\$1,800.00	\$2,100.67	0.00	5.00	

Job Number Count: 14

Method Used for Predicted Pay Calculation in the Statistical Analysis

The following explanation is a general description of how predicted pay is calculated but does not include all details of the formula in [Minnesota Rules Chapter 3920](#).

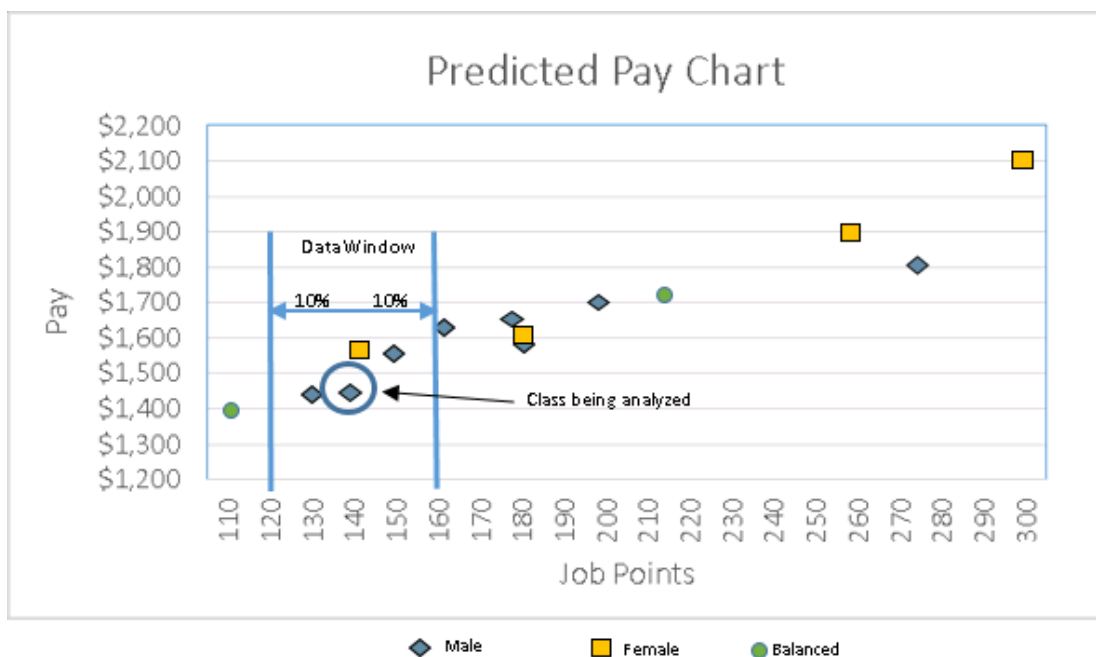
Basis of the Statistical Analysis

The definition in the Local Government Pay Equity Act for equitable compensation relationship says “...compensation for female-dominated classes is not consistently below the compensation for male-dominated classes of comparable value...”

The formula for the statistical analysis is based on three concepts found in the above definition: comparable value, male compensation and consistently below.

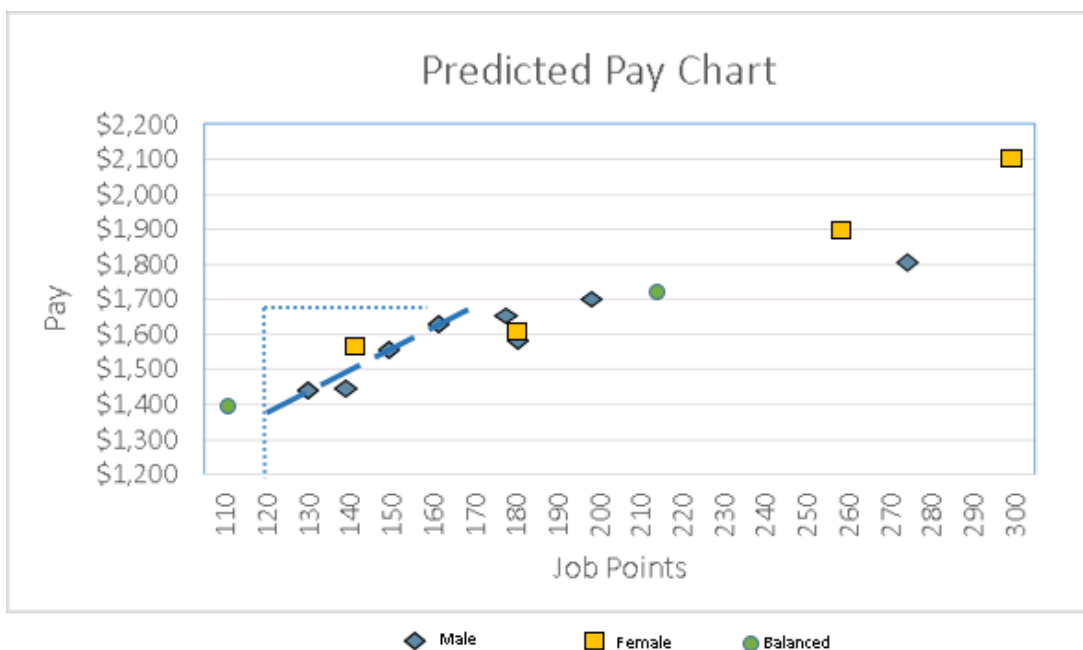
I. Defining “Comparable Value”

Except for classes in the lower and upper 10% of the point range, comparable value is defined by drawing a 20% window around the job class being analyzed. Each window extends 10% of the range of points on each side of the class. In the example, there is a range of 200 points from lowest to highest, so 10% would be 20 points. Each window must have at least three male classes (two of which have different points) and must include at least 20% of all male classes in the jurisdiction. If this criteria is not met, the window will expand at 5% increments on either side until the required number of male classes are included. The drawing below shows one window for one class.

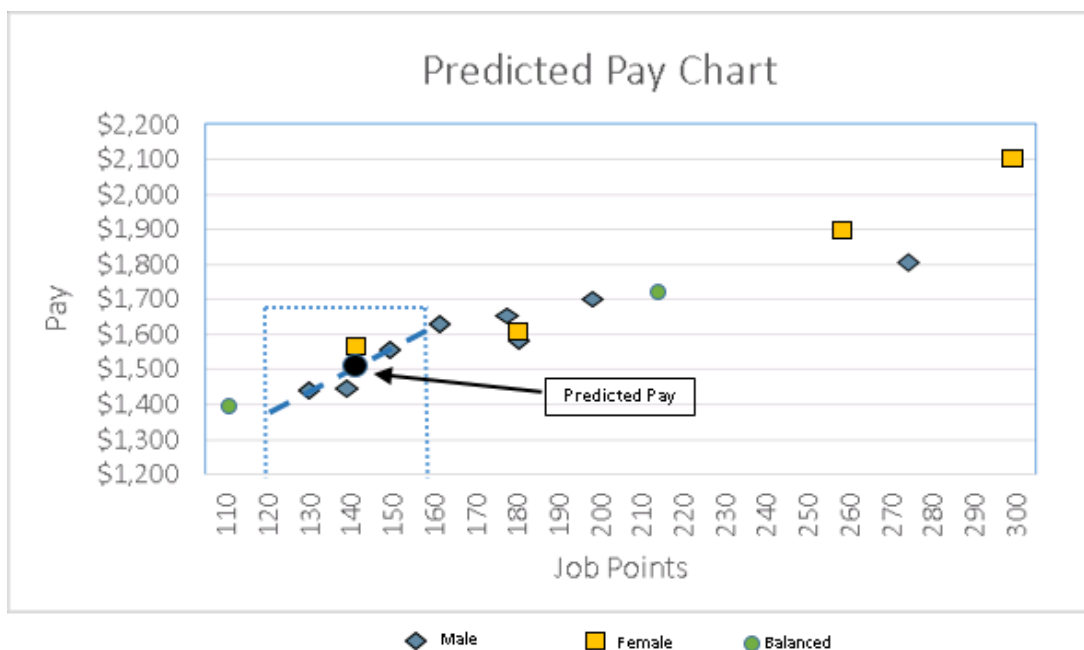


II. Defining “Male Compensation” or “Predicted Pay

- A. The first step in defining male compensation is to draw a "mini" regression line through the male classes in the window.

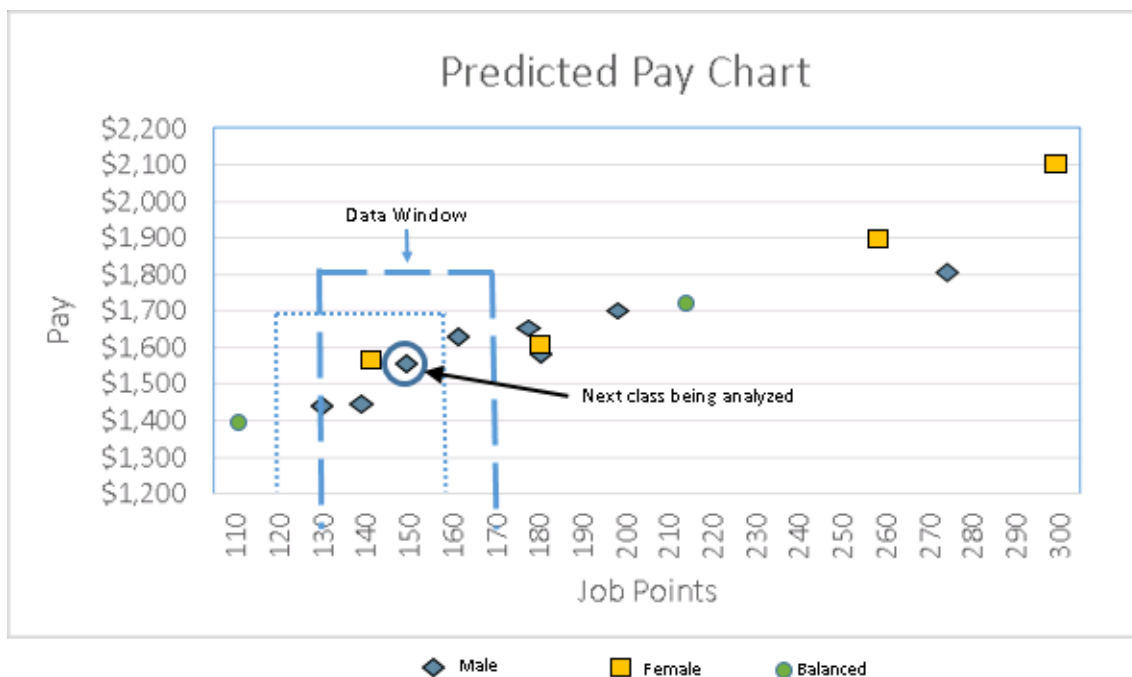


- B. The second step in defining male compensation is to look at the class being analyzed and the same point on the mini regression line. This point is called predicted pay.

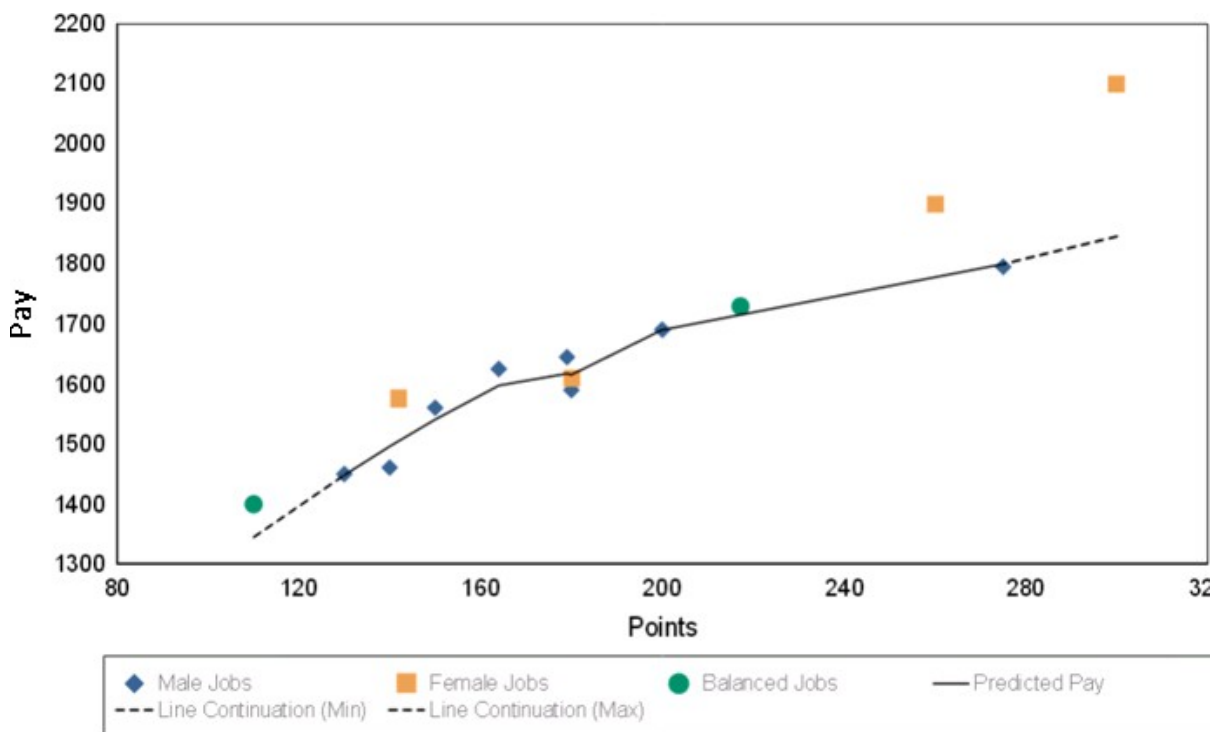


III. Defining “Consistently Below”

- A. A determination is made as to whether the class being analyzed falls above or below predicted pay. In the example, the female class being analyzed is above predicted pay.
- B. A new window is drawn when the next class is analyzed. This continues until all classes have been analyzed.



C. When all the classes have been analyzed, a predicted pay line is drawn.



D. The tabulation of the number of male and female classes above and below the predicted pay line is made.

For example:

F above	=	3	M above	=	5
F below	=	1	M below	=	3
Total	=	4	Total	=	8

E. The percentage of male and female classes below predicted pay is calculated by dividing the number of classes below by the total number of classes in each group.

Female classes:	$1 \div 4$	=	25.00%
Male classes:	$3 \div 8$	=	37.50%

F. The percentage of male classes below predicted pay is divided by the percentage of female classes below predicted pay. This produces the “underpayment ratio.”

$$37.50\% \div 25.00\% = 150.00\%$$

G. An underpayment ratio below 80% shows that female classes are compensated “consistently below” male classes of comparable value. If the underpayment ratio is below 80%, further analysis is done to determine if the underpayment of females is statistically significant. Using the t-test, a determination is made whether or not the dollar difference is statistically significant. Details of the t-test can be found on page four.

Alternative Analysis Test

The minimum requirement to pass this test is that:

- there is no compensation disadvantage for at least 80% of female classes compared to male classes; or,
- compensation differences can be accounted for by years of service or performance.

On the next few pages the four possibilities that exist for inequities or a compensation disadvantage are described.

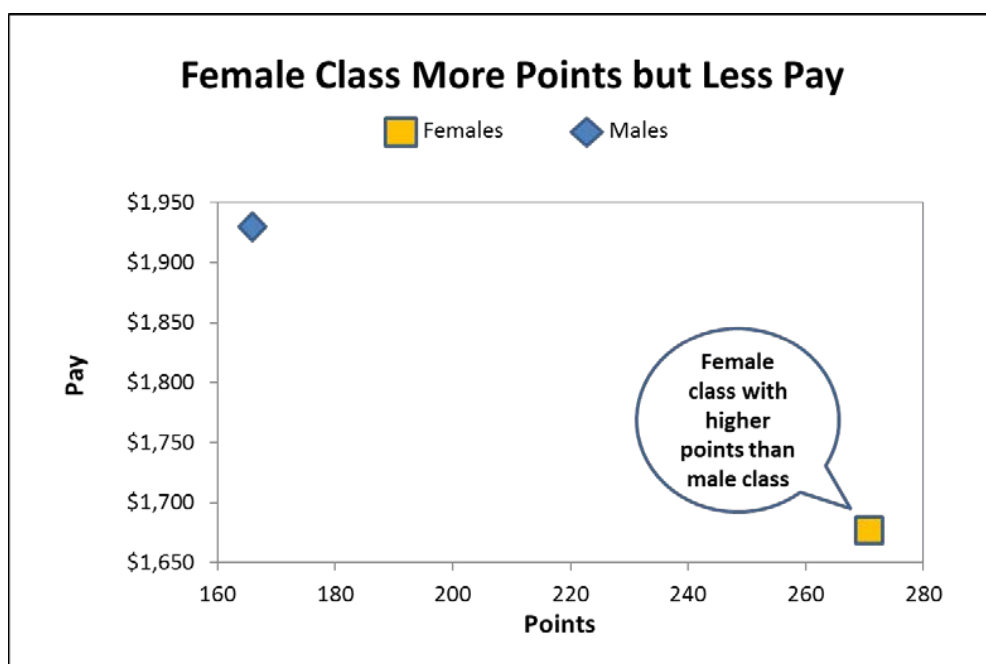
1. A female class with higher points has less compensation than a male class with lower points.

Example: In this case, the female job class of city clerk has more points but less pay than the male job class of maintenance supervisor.

<u>Job Title</u>	<u>Type</u>	<u>Class Points</u>	<u>Max. Monthly Salary</u>
City Clerk	F	275	\$1665
Maint. Sup.	M	171	\$1925

The minimum requirement to correct this inequity is that the female class must have a salary at least equal to that of the male class.

Graph illustrating inequity for female job class.



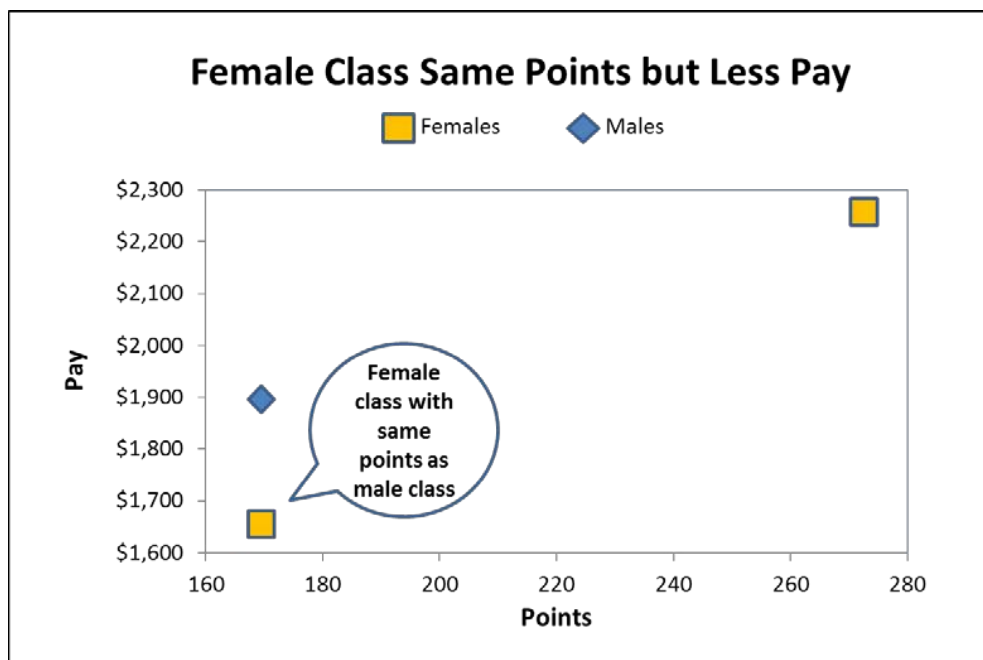
2. A female class has the same points as a male class but less compensation.

Example: In this case, the female job class of secretary and the male job class of maintenance have the same points but the secretary receives less pay.

<u>Job Title</u>	<u>Type</u>	<u>Class Points</u>	<u>Max. Monthly Salary</u>
City Clerk	F	275	\$2265
Maintenance	M	171	\$1900
Secretary	F	171	\$1630

The minimum requirement to correct this inequity is that the female class must have a salary at least equal to the male class.

Graph illustrating inequity for female job class.



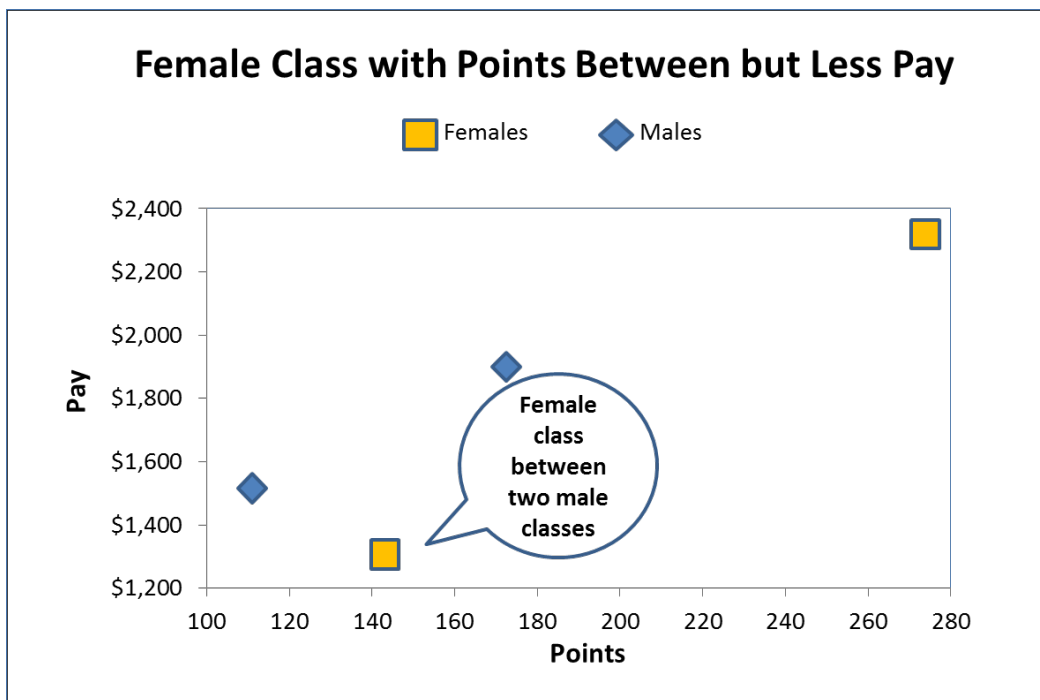
3. A female class has points between two male classes but compensation is not between or above the two male classes.

Example: In this case, the female job class of receptionist has points between two male classes but receives less pay than either of them.

<u>Job Title</u>	<u>Type</u>	<u>Class Points</u>	<u>Max. Monthly Salary</u>
City Clerk	F	275	\$2370
Maintenance	M	171	\$1900
Receptionist	F	141	\$1250
Custodian	M	111	\$1500

The minimum requirement to correct this inequity is that the female class must have a salary somewhere between the two male classes.

Graph illustrating inequity for female job class.



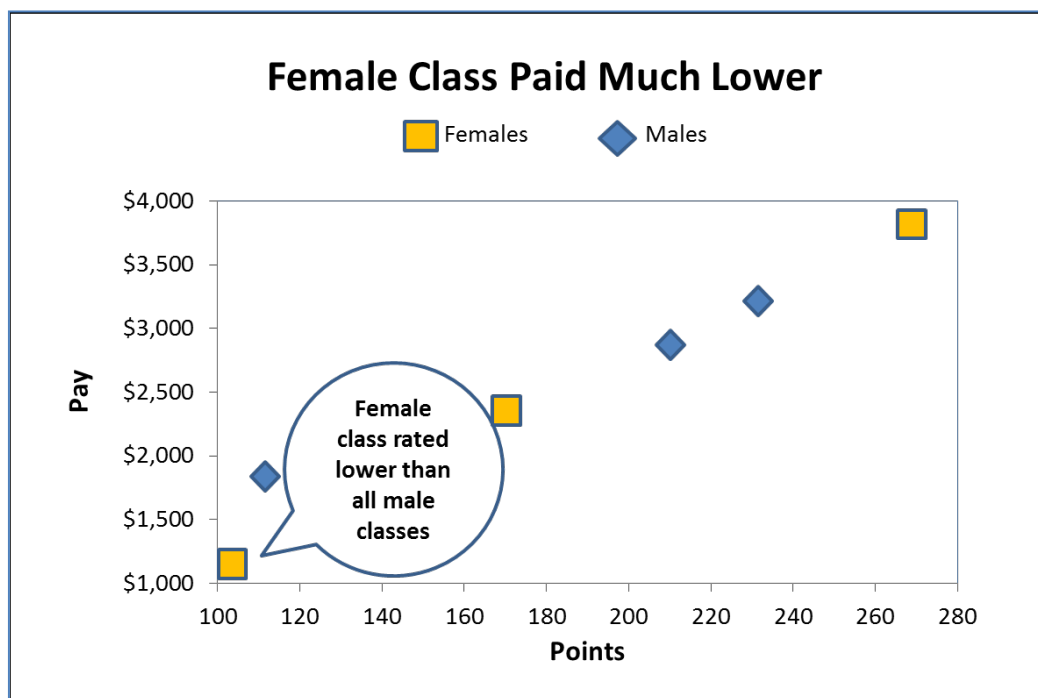
4. A female class, rated lower than all male classes, is not compensated as reasonably proportionate to points as other classes.

Example: In this case, the retail clerk has a salary of \$700 per month below the custodian but only six fewer points. For all other job classes where there is a salary difference, there is a larger difference in points. For example, the maintenance supervisor's salary is \$300/month less than the police officer and there is a difference of 23 points.

<u>Job Title</u>	<u>Type</u>	<u>Class Points</u>	<u>Max. Monthly Salary</u>
City Clerk/Admin	F	275	\$3800
Police Officer	M	236	\$3200
Maintenance Sup	M	213	\$2900
Admin. Sec.	F	173	\$2400
Custodian	M	111	\$1800
Retail Clerk	F	105	\$1100

While some difference in salary is acceptable due to the point difference, the salary for the retail clerk with 105 points must be much closer to the salary for the custodian with 111 points. When there is a question regarding the salary for female class or classes rated lower than all male classes, the judgment is made on a case-by-case basis, and the main considerations are the relationship of points and pay between other classes in the jurisdiction and past history of pay relationships that were previously in compliance. In this case, the minimum requirement to correct this inequity would be that the salary for the retail clerk would be approximately \$1,650/month.

Graph illustrating inequity for female class.



Salary Range Test

This is an example to show how the salary range test is calculated. It is not necessary to calculate this test manually if the software is being used. If the software is not being used, the following steps will produce a result for this test. Information is recorded for male or female classes only, not balanced classes. The information for this example is taken from the Data Entry List Report on page seven.

JURISDICTION: Stageville Theatre

Step 1

Look at the “years to max” column and identify male classes with an established number of years to move through a salary range.

Title	Years to Max
Stage Crew	5
Props Chief	5
Set Tech	5
Lighting Tech	6
Effects Tech	6
Writer	6
<u>Marketing Director</u>	<u>4</u>
7 total classes	37 total years

Step 2

Calculate the average years to reach maximum salary for male classes:

A. Total years from Step 1	37
B. Total classes from Step 1	<u>7</u>
C. Divide 2A by 2B	$37 \div 7 = 5.28$ average years to max

Step 3

Look at the “years to max” column and identify female classes with an established number of years to move through a salary range.

Title	Years to Max
Costume Designer	5
<u>Stage Manager</u>	<u>5</u>
2 total classes	10 total years

Step 4

Calculate the average years to reach maximum salary for female classes:

A. Total years from Step 3	10
B. Total classes from Step 3	<u>2</u>
C. Divide 4A by 4B	$10 \div 2 = 5$ average years to max

Step 5

Divide 2C by 4C and multiply by 100. $5.28 \div 5 = 1.05 \times 100 = 105\%$

Enter this result in Part C of the Pay Equity Implementation Report.

Exceptional Service Pay Test

This is an example to show how the exceptional service pay test is calculated. It is not necessary to calculate this test manually if the software is being used. If the software is not being used, the following steps will produce a result for this test. The information for this example is taken from the Data Entry List Report on page seven. Information is recorded for male or female classes only, not balanced classes.

Step 1

Look at the “exceptional service pay” column and calculate the percentage of male classes receiving exceptional service pay.

- | | |
|---|------------------------------------|
| A. Total number of male classes where an employee receives exceptional service pay. | 4 |
| B. Total number of male classes in the jurisdiction. | 8 |
| C. Divide 1A by 1B and multiply by 100. | $4 \div 8 = .50 \times 100 = 50\%$ |

If result of 1C is 20% or less, stop here and check appropriate box in Part D of report form.

If result is more than 20%, go on to Step 2.

Step 2

Look at the “exceptional service pay” column and calculate the percentage of female classes receiving exceptional service pay.

- | | |
|---|------------------------------------|
| A. Total number of female classes where an employee receives exceptional service pay. | 1 |
| B. Total number of female classes. | 4 |
| C. Divide 2A by 2B and multiply by 100. | $1 \div 4 = .25 \times 100 = 25\%$ |

Step 3

Calculate the ratio of female/male classes receiving exceptional service pay.

- | | |
|--------------------------------------|--|
| Divide 2C by 1C and multiply by 100. | $.25 \div .50 = .50 \times 100 = 50\%$ |
|--------------------------------------|--|



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1603

File ID: 21-1603

Type: Agenda Item

Status: Administration

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/08/2021

File Name: Admin Dept Report

Final Action: 01/13/2021

Title: Review the January Administration Department Report.

Notes:

Sponsors:

Enactment Date:

Attachments: 2021-0113 Administrative Report.pdf

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Received and Filed				
	Action Text:	Received and Filed					
	Notes:	General Manager Kennedy reviewed the January Administration Department Report with the Commission.					

Text of Legislative File 21-1603

Review the January Administration Department Report.

Background Information:

See attached report.

Requested Commission Action:

No action needed - for review only.



PUBLIC UTILITIES COMMISSION

500 SE FOURTH STREET
GRAND RAPIDS, MINNESOTA 55744
TELEPHONE (218) 326-7024
TDD (218) 326-7487 FAX (218) 326-7499

Memorandum

To: Grand Rapids Public Utilities Commission
From: Julie Kennedy, General Manager
Date: January 8, 2021
Re: Administration Department Report for December

Office Closure

Our offices will be closed on Monday, January 18 in honor of Martin Luther King, Jr. Day and on Tuesday, January 19 for an employee appreciation day. Customers may use the drop box at the Service Center or the on-line system to make payments on those days.

Topic of the Month – Governmental Relations

- Both our state and national legislative conferences will be held virtually this year at no cost. We will display the conferences in our conference room which can safely accommodate 10 individuals. With registration, you may view the conferences individually from the location of your choice. Commissioners may contact me if they are interested in either attending in the conference room or having us register them individually.
 - MMUA Legislative Conference - 9am to noon - Wednesday, February 10
 - APPA Legislative Rally - 10am to 5pm – Monday & Tuesday, March 1 & 2

Staffing

- Business Services Manager confirmation of hire on consent agenda, to begin employment in February.

Community Involvement

- Continue work with local officials on COVID-19 vaccination distribution planning for our area
- GR Government Affairs and ItasCAP meetings with local industry and legislative updates
- Provided the MMUA Tom Bovitz Memorial Scholarship Program Application info to GRHS

Projects Performed Last Month

- Attended the MP municipal customer meeting
- Hiring process for the Electric Lineworker position and Business Services Manager position
- Prepared record retention and document destruction procedures

Projects Performed This Month

- Continue working on position description updates, and staffing hires and transitions.
- Attend the NEMMPA Board member meeting – see attached minutes from November meeting
- Continue review of wastewater treatment costs and contracts with UPM Blandin

NEMMPA

Northeastern Minnesota Municipal Power Agency Board Meeting

Minutes of the Northeastern Minnesota Municipal Power Agency (NEMMPA) Board Meeting held on November 18, 2020 at 11:00 a.m. via MS Teams.

1. Call Meeting to Order

The meeting was called to order by President French at 11:00 a.m.

Attendees:

President Greg French, Virginia
Secretary Julie Kennedy, Grand Rapids
Board Member Dave Cluff, Aitkin
Board Member Harold Langowski, Ely
Board Member Jean Lane and Alternate Member Dan Chase, Hibbing
Member Representative Craig Wainio, Mountain Iron
Member Representative Carol Lind and Alternate Member Char Jones, Proctor
Member Representative Bob O'Tremba and Alternate Member Dave Fischer, Pierz
Member Representative Matt Pantzke, Randall
Consultant Gary Cerkenik, Costin Group
Consultant Dave Berg, Dave Berg Consulting

Board Members Absent:

Vice President Scott Magnuson, Brainerd
Board Member Dan Walker, Two Harbors

2. Approve Agenda

Motion by H. Langowski, supported by J. Lane, to approve the agenda. MCU

3. Approve Minutes from June 2020 Board Meeting

Motion by C. Lind, supported by C. Wainio, to approve the Minutes from the August 19, 2020 Board meeting. MCU

4. Treasurer's Report

President G. French reported 2021 dues will be sent out in January.

5. Dave Berg Consulting Status Update

D. Berg reported he'd held meetings with nearly all member communities. Next steps include developing a Request For Information (RFI) to solicit potential interest from wholesale providers and to have a conversation with MP VP of Customer Experience letting them know about the RFI.

6. Solar Development Update

President G. French reported VPU is working with MP and Consultant G. Cerkenik on a potential solar project. Secretary J. Kennedy reported GRPU signed agreements with MP on a 2 MW, 2.5MW-Hr Solar Plus Battery Storage Project.

7. Open Discussion/Around the Horn

Members discussed their individual projects/situations.

8. Adjourn

Motion by C. Wainio, supported by B. O'Tremba, to adjourn the meeting at 12:20 p.m. MCU

The next regularly scheduled meeting of the NEMMPA Board of Directors is at 11 am on January 20, 2021 via MS Teams.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1610

File ID: 21-1610

Type: Agenda Item

Status: Business Services
Department

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/08/2021

File Name: Business Services Dept Report 2020 Dec

Final Action: 01/13/2021

Title: Review the January Business Services Department Report.

Notes:

Sponsors:

Enactment Date:

Attachments: 2020-12 Business Services Monthly Report

Enactment Number:

Contact:

Hearing Date:

Drafter: Tyanne Betts

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Received and Filed				
	Action Text:	Received and Filed					
	Notes:	Finance Manager Betts reviewed the January Business Services Department Report with the Commission.					

Text of Legislative File 21-1610

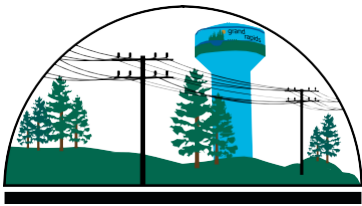
Review the January Business Services Department Report.

Background Information:

None.

Requested Commission Action:

No action needed - for review only.



GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

500 SE Fourth Street • Grand Rapids, Minnesota 55744

BUSINESS SERVICES DEPARTMENT MONTHLY REPORT January 2021 Commission Meeting

Safety

There were no OSHA recordable accidents in December.

Revenue Report Last Month

The attached table shows the monthly revenue report for last month.

Effective Wholesale Electric Rate Last Month

The attached graph shows the effective wholesale electric rate for last month.

Projects Performed Last Month

- Onboard new Lead CSR and CSR and begin training new employees
- Prepare final 2021 Budget
- Cybersecurity awareness training (Knowbe4) on 'Social Media'

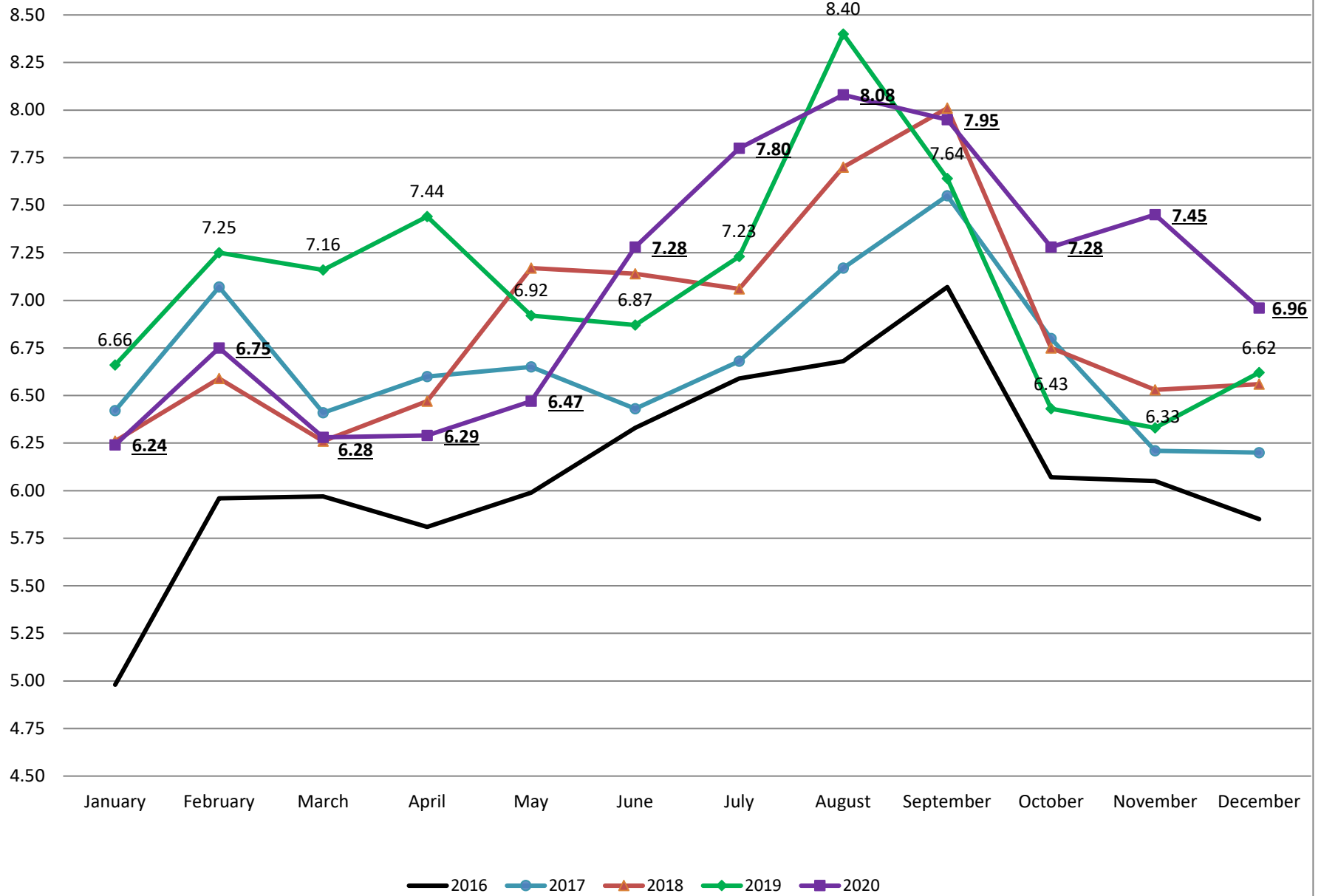
Projects Scheduled for This Month

- Yearend cutoffs of the accounting records, scheduling and running yearend processes, setting up 2021 software tables, and filing yearend payroll reports
- Train new customer service and accounting personnel
- Cybersecurity awareness training (Knowbe4) on 'Working from Home'

Monthly Revenue Report

	2017 YTD December	2018 YTD December	2019 YTD December	2020 YTD December	2020 YTD December Budget	% of Budget
Electric Department						
City Residential	3,443,008	3,725,025	3,715,648	4,058,351	3,595,996	112.86%
Rural Residential	913,871	1,009,766	1,007,402	1,075,163	972,061	110.61%
City Commercial	2,527,237	2,563,578	2,598,813	2,560,032	2,647,916	96.68%
Rural Commercial	325,619	332,691	338,805	338,294	339,745	99.57%
City Demand & Energy	4,900,313	5,083,707	5,178,100	4,946,979	5,315,135	93.07%
Rural Demand & Energy	204,946	222,583	232,085	211,485	224,403	94.24%
City Industrial	1,631,573	1,334,164	1,294,617	1,294,583	1,493,415	86.69%
City Load Management	181,958	210,437	206,340	193,878	196,258	98.79%
Rural Load Management	125,681	141,811	132,608	121,800	131,980	92.29%
Total Electric Retail Sales	14,254,205	14,623,760	14,704,418	14,800,566	14,916,908	99.22%
Windsense Program	0	0	0	0	0	
Security Lighting	55,209	55,579	56,506	60,329	56,099	107.54%
Total Sales	14,309,415	14,679,340	14,760,923	14,860,894	14,973,007	99.25%
Purchased Power Pass-thru	686,781	620,851	474,655	370,934	572,568	-
Total Electric	14,996,195	15,300,191	15,235,578	15,231,829	15,545,575	97.98%
% Change from previous year		2.03%	-0.42%	-0.02%		
Electric rate increase - average					0	
Total Power Expense	10,991,506	11,168,794	11,336,656	11,069,575	11,393,853	97.15%
Gross Margin		27%	26%	27%		
Water Department						
City Residential	553,254	570,111	616,528	623,931	624,500	99.91%
City Commercial / Industrial	669,018	678,356	708,581	670,776	670,680	100.01%
City Multi-Family	205,249	216,293	243,687	247,153	239,000	103.41%
Rural Residential	0	0	0	0	0	
Rural Commercial	0	0	0	0	0	
Public Authorities	31,962	30,872	34,665	35,140	32,550	107.96%
Total Water	1,459,483	1,495,632	1,603,461	1,577,000	1,566,730	100.66%
% Change from previous year		2.48%	7.21%	-1.65%		
Water rate increase - average						
Wastewater Collection Department						
City Residential	616,804	664,657	727,197	733,004	738,600	99.24%
City Commercial	727,269	778,329	802,733	744,252	783,000	95.05%
City Multi-Family	0	0	0	0	0	0.00%
Rural Residential	720	737	800	811	840	96.55%
Rural Commercial	3,444	3,158	3,831	3,905	3,900	100.13%
Public Authorities	129,158	141,033	143,842	138,797	138,200	100.43%
Septage Haulers	82,459	98,212	111,171	154,619	84,310	183.39%
Total Wastewater Collection	1,559,854	1,686,127	1,789,575	1,775,388	1,748,850	101.52%
% Change from previous year		8.10%	6.14%	-0.79%		
Wastewater Collect rate increase - average					0	
	18,015,533	18,481,949	18,628,613	18,584,217	18,861,155	

Effective Electric Rate (¢/kWh)



	January	February	March	April	May	June	July	August	September	October	November	December	
2016	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Total
Billing Units													
Demand (kW) (15 minute)	27,356	26,284	25,688	22,880	24,356	25,340	30,540	29,720	25,056	22,500	23,664	29,288	312,672
Coincident Peak (60 Minute) prior month	25,317	26,936	25,684	23,520	21,798	23,985	24,417	28,114	29,527	22,502	21,955	22,360	296,115
Energy (kWh)	16,666,960	15,086,320	14,419,760	13,253,400	13,236,960	13,371,120	15,105,240	15,250,200	13,220,000	13,412,440	13,326,440	16,300,040	172,648,880
Subtotal Monthly Electric Billing	\$923,899.38	\$989,172.59	\$949,292.13	\$848,203.81	\$875,803.46	\$933,593.72	\$1,100,113.10	\$1,119,692.46	\$1,020,351.73	\$891,652.96	\$886,974.95	\$1,053,135.69	\$11,591,885.98
Allocation of MP contract extension lump sum payment \$1,440,125 (3.42xkW)	(\$93,557.52)	(\$89,891.28)	(\$87,852.96)	(\$78,249.60)	(\$83,297.52)	(\$86,662.80)	(\$104,446.80)	(\$101,642.40)	(\$85,691.52)	(\$76,950.00)	(\$80,930.88)	(\$100,164.96)	(\$1,069,338.24)
Total Electric billing	\$830,341.86	\$899,281.31	\$861,439.17	\$769,954.21	\$792,505.94	\$846,930.92	\$995,666.30	\$1,018,050.06	\$934,660.21	\$814,702.96	\$806,044.07	\$952,970.73	\$10,522,547.74
Effective Electric Rate (¢/kWh)-2016	4.98	5.96	5.97	5.81	5.99	6.33	6.59	6.68	7.07	6.07	6.05	5.85	6.09
2017	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Total
Billing Units													
Demand (kW) (15 minute)	29,024	26,296	25,092	22,680	21,796	24,072	28,864	27,880	25,552	22,496	24,816	27,952	306,520
Coincident Peak (60 Minute) prior month	27,297	28,099	25,377	24,728	21,282	19,704	21,949	26,232	27,386	25,203	21,332	23,174	291,763
Energy (kWh)	16,128,880	13,698,800	14,661,080	12,579,120	12,332,320	12,691,160	14,230,240	13,495,160	12,488,000	12,602,640	13,996,160	16,072,480	164,976,040
Subtotal Monthly Electric Billing	\$1,058,994.84	\$968,046.45	\$939,499.78	\$857,021.91	\$819,654.10	\$815,694.09	\$968,327.50	\$967,659.02	\$990,570.79	\$856,934.73	\$868,626.70	\$996,109.80	\$11,107,139.71
Allocation of MP contract extension lump sum payment \$1,440,125 (3.42xkW)	(\$23,725.16)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$23,725.16)
Coincident Peak Corrections (Sept 2016, Oct 2016, Jan 2017, Feb 2017)	\$0.00	\$0.00	\$0.00	(\$27,219.58)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$27,219.58)
2016 non-fuel energy true-up	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$17,264.89)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$17,264.89)
FERC ROE Adjustment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$47,348.89)	\$0.00	\$0.00	\$0.00	(\$47,348.89)
Total Electric billing	\$1,035,269.68	\$968,046.45	\$939,499.78	\$829,802.33	\$819,654.10	\$815,694.09	\$951,062.61	\$967,659.02	\$943,221.90	\$856,934.73	\$868,626.70	\$996,109.80	\$10,991,581.19
Effective Electric Rate (¢/kWh)-2017	6.42	7.07	6.41	6.60	6.65	6.43	6.68	7.17	7.55	6.80	6.21	6.20	6.66
2018	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Total
Billing Units													
Demand (kW) (15 minute)	28,000	26,324	23,284	23,040	28,464	26,732	27,988	29,960	24,428	21,484	24,260	25,248	309,212
Coincident Peak (60 Minute) prior month	27,362	26,325	25,465	20,956	22,708	24,906	26,545	27,011	29,583	22,146	19,646	22,417	295,070
Energy (kWh)	16,104,840	14,088,000	13,698,400	12,598,560	12,377,840	12,671,200	14,388,280	14,053,240	12,089,880	12,669,920	13,683,680	14,494,720	162,918,560
Subtotal Monthly Electric Billing	\$1,008,276.39	\$929,069.32	\$857,969.31	\$815,103.88	\$887,512.86	\$905,085.72	\$1,015,563.63	\$1,082,068.24	\$968,467.12	\$855,712.32	\$893,553.43	\$950,411.28	\$11,168,793.50
Total Electric billing	\$1,008,276.39	\$929,069.32	\$857,969.31	\$815,103.88	\$887,512.86	\$905,085.72	\$1,015,563.63	\$1,082,068.24	\$968,467.12	\$855,712.32	\$893,553.43	\$950,411.28	\$11,168,793.50
Effective Electric Rate (¢/kWh)-2018	6.26	6.59	6.26	6.47	7.17	7.14	7.06	7.70	8.01	6.75	6.53	6.56	6.86
2019	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Total
Billing Units													
Demand (kW) (15 minute)	28,452	26,204	24,420	21,872	21,656	24,392	29,488	27,460	23,224	21,744	24,352	26,296	299,560
Coincident Peak (60 Minute) prior month	23,154	27,522	24,462	24,218	21,047	16,833	20,816	27,001	26,166	20,057	20,208	24,268	275,752
Energy (kWh)	15,812,960	13,941,120	13,717,120	11,958,440	11,673,240	11,762,160	14,229,320	13,165,240	11,707,120	12,512,280	13,385,120	14,791,920	158,656,040
Subtotal Monthly Electric Billing	\$1,053,751.23	\$1,010,360.57	\$981,822.62	\$889,235.62	\$808,349.83	\$807,740.69	\$1,029,100.82	\$1,105,540.11	\$894,440.27	\$804,293.15	\$846,922.55	\$979,651.63	\$11,211,209.09
Total Electric billing	\$1,053,751.23	\$1,010,360.57	\$981,822.62	\$889,235.62	\$808,349.83	\$807,740.69	\$1,029,100.82	\$1,105,540.11	\$894,440.27	\$804,293.15	\$846,922.55	\$979,651.63	\$11,211,209.09
Effective Electric Rate (¢/kWh)-2019	6.66	7.25	7.16	7.44	6.92	6.87	7.23	8.40	7.64	6.43	6.33	6.62	7.07
2020	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Total
Billing Units													
Demand (kW) (15 minute)	25,820	26,084	22,276	20,208	21,304	28,076	30,004	27,396	22,248	22,120	23,148	24,920	293,604
Coincident Peak (60 Minute) prior month	21,256	25,165	24,794	20,160	19,622	16,126	25,732	26,890	23,642	21,458	20,745	22,348	267,938
Energy (kWh)	14,953,360	13,748,200	13,045,600	11,386,520	10,930,160	12,166,160	14,493,320	13,814,240	11,815,720	12,889,520	12,731,240	14,505,080	156,479,120
Subtotal Monthly Electric Billing	\$932,922.78	\$927,593.49	\$818,790.19	\$715,990.86	\$707,281.69	\$886,022.04	\$1,130,010.36	\$1,116,334.81	\$939,205.78	\$938,660.49	\$948,252.06	\$1,009,194.27	\$11,070,258.82
Total Electric billing	\$932,922.78	\$927,593.49	\$818,790.19	\$715,990.86	\$707,281.69	\$886,022.04	\$1,130,010.36	\$1,116,334.81	\$939,205.78	\$938,660.49	\$948,252.06	\$1,009,194.27	\$11,070,258.82
Effective Electric Rate (¢/kWh)-2020	6.24	6.75	6.28	6.29	6.47	7.28	7.80	8.08	7.95	7.28	7.45	6.96	7.07

Grand Rapids Public Utilities
Electric Service Billing Summary 2020 -Municipal rate

Unofficial billings

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Total
Billing Units													
Demand (kW) (15 minute)	25,820	26,084	22,276	20,208	21,304	28,076	30,004	27,396	22,248	22,120	23,148	24,920	293,604
Coincident Peak (60 Minute) prior month	21,256	25,165	24,794	20,160	19,622	16,126	25,732	26,890	23,642	21,458	20,745	22,348	267,938
Energy (kWh)	14,953,360	13,748,200	13,045,600	11,386,520	10,930,160	12,166,160	14,493,320	13,814,240	11,815,720	12,889,520	12,731,240	14,505,080	156,479,120
Excess Reactive Kvar													
Billing month (days)	31	29	31	30	31	30	31	31	30	31	30	31	366
Load Factor (%)	77.8%	75.7%	78.7%	78.3%	69.0%	60.2%	64.9%	67.8%	73.8%	78.3%	76.4%	78.2%	
Demand Charge													
Service Charge	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	
Generation Capacity Charge	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	\$19.29	
Excess Reactive Demand chg	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	0.155	
Generation Cap Charge less than 115 kv	0	0	0		0	0	0	0	0	0	0	0	
Energy Charge													
All kWh (\$/kWh)	\$0.02041	\$0.02041	\$0.02041	\$0.02041	\$0.02041	\$0.02041	\$0.02041	\$0.02041	\$0.02041	\$0.02041	\$0.02041	\$0.02041	
Adjustment Charges													
Monthly Energy Adj (\$/kWh)													
Monthly Energy Tru Up (Prior Month)													
Resale Energy Adjustment	(\$0.002606)	(\$0.003504)	(\$0.004726)	(\$0.004966)	(\$0.007450)	(\$0.003535)	\$0.004608	\$0.006462	\$0.006054	\$0.006609	\$0.006533	\$0.005307	
MISO Charges (\$/kW)													
Sch 1 - Sched system control & dispatch	\$0.174	\$0.029	\$0.029	\$0.029	\$0.029	\$0.029	\$0.029	\$0.029	\$0.029	\$0.029	\$0.029	\$0.029	
Sch 7 - HVDC firm transmission charge	\$0.732	\$0.642	\$0.576	\$0.663	\$0.680	\$0.961	\$0.779	\$0.702	\$0.702	\$0.752	\$0.732	\$0.700	
Sch 8 - HVDC non-firm transm charge	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	
Sch 9 - AC zonal transmission charge	\$3.832	\$3.873	\$3.873	\$3.873	\$3.873	\$3.873	\$3.873	\$3.905	\$3.905	\$3.905	\$3.905	\$3.905	
Sch 10 - AC administrative charge	\$0.138	\$0.115	\$0.148	\$0.127	\$0.188	\$0.164	\$0.111	\$0.108	\$0.132	\$0.138	\$0.150	\$0.155	
Sch 35 - HVDC administrative charge	\$0.016	\$0.012	\$0.017	\$0.015	\$0.027	\$0.028	\$0.015	\$0.014	\$0.015	\$0.016	\$0.018	\$0.021	
Sch 26 - Network upgrade / transm planning	\$0.979	\$0.799	\$0.799	\$0.799	\$0.799	\$0.799	\$0.799	\$0.807	\$0.807	\$0.807	\$0.807	\$0.807	
Sch 26A - Multi-value project cost recovery	\$1.439	\$1.632	\$1.473	\$1.643	\$1.753	\$1.736	\$1.427	\$1.552	\$1.589	\$1.641	\$1.286	\$1.275	
Sch 45 - NERC ALERT	\$0.333	\$0.436	\$0.399	\$0.445	\$0.434	\$0.481	\$0.434	\$0.443	\$0.445	\$0.455	\$0.455	\$0.433	
Sub total	\$7.643	\$7.538	\$7.314	\$7.594	\$7.783	\$8.071	\$7.489	\$7.637	\$7.624	\$7.743	\$7.382	\$7.325	
Ancillary- reactive supply,voltage control sch 2													
Regulation & Frequency schedule 3	0.2150	0.2130	0.2130	0.2130	0.2130	0.2130	0.2130	0.2130	0.1620	0.1620	0.1620	0.0000	
Operating reserve Schedule 5	0.00	0	0	0	0	0	0	0	0	0	0	0	
Operating Reserve Schedule 6	0.00	0	0	0	0	0	0	0	0	0	0	0	
Sub total	\$0.215	\$0.213	\$0.213	\$0.213	\$0.213	\$0.213	\$0.213	\$0.213	\$0.162	\$0.162	\$0.162	\$0.000	
Electric Service Billing													
Service Charge	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	
Excess Reactive Demand Chg	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Demand charge	\$498,067.80	\$503,160.36	\$429,704.04	\$389,812.32	\$410,954.16	\$541,586.04	\$578,777.16	\$528,468.84	\$429,163.92	\$426,694.80	\$446,524.92	\$480,706.80	\$5,663,621.16
													\$0.00
Total Demand Cost	\$499,242.80	\$504,335.36	\$430,879.04	\$390,987.32	\$412,129.16	\$542,761.04	\$579,952.16	\$529,643.84	\$430,338.92	\$427,869.80	\$447,699.92	\$481,881.80	\$5,663,621.16
Energy Cost	\$305,198.08	\$280,600.76	\$266,260.70	\$232,398.87	\$223,084.57	\$248,311.33	\$295,808.66	\$281,948.64	\$241,158.85	\$263,075.10	\$259,844.61	\$296,048.68	\$3,193,738.85
													\$0.00
Total Energy Cost	\$305,198.08	\$280,600.76	\$266,260.70	\$232,398.87	\$223,084.57	\$248,311.33	\$295,808.66	\$281,948.64	\$241,158.85	\$263,075.10	\$259,844.61	\$296,048.68	\$3,193,738.85
MISO Charges													
Zonal Schedules 7-8-9	\$3,698.54	\$729.79	\$719.03	\$584.64	\$569.04	\$467.65	\$746.23	\$779.81	\$685.62	\$622.28	\$601.61	\$648.09	\$10,852.33
DC Schedule 7	\$15,559.39	\$16,155.93	\$14,281.34	\$13,366.08	\$13,342.96	\$15,497.09	\$20,611.33	\$20,947.31	\$16,596.68	\$16,136.42	\$15,185.34	\$15,643.60	\$193,323.47
DC Schedule 8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Scheduling, Control, dispatch schedule 1	\$81,452.99	\$97,464.05	\$96,027.16	\$78,079.68	\$75,996.01	\$62,456.00	\$99,660.04	\$105,005.45	\$92,322.01	\$83,793.49	\$81,009.23	\$87,268.94	\$1,040,535.05
Administrative schedule 10	\$2,933.33	\$2,893.98	\$3,669.51	\$2,560.32	\$3,688.94	\$2,644.66	\$2,856.25	\$2,904.12	\$3,120.74	\$2,961.20	\$3,111.75	\$3,463.94	\$36,808.74
DC Administrative Schedule 35	\$340.10	\$301.98	\$421.50	\$302.40	\$529.79	\$451.53	\$385.98	\$376.46	\$354.63	\$343.33	\$373.41	\$469.31	\$4,650.42
Transmission Schedule 26	\$20,809.62	\$20,106.84	\$19,810.41	\$16,107.84	\$15,677.98	\$12,884.67	\$20,559.87	\$21,700.23	\$19,079.09	\$17,316.61	\$16,741.22	\$18,034.84	\$218,829.22
MVP- Schedule 26A	\$30,587.38	\$41,069.28	\$36,521.56	\$33,122.88	\$34,397.37	\$27,994.74	\$36,719.56	\$41,733.28	\$37,567.14	\$35,212.58	\$26,678.07	\$28,493.70	\$410,097.54
NERC ALERT - Sch 45	\$7,078.25	\$10,971.94	\$9,892.81	\$8,971.20	\$7,756.61	\$11,167.69	\$11,912.27	\$10,520.69	\$9,763.39	\$9,438.98	\$9,676.68	\$9,676.68	\$115,666.46
Total MISO Cost	\$162,459.60	\$189,693.79	\$181,343.32	\$153,095.04	\$152,718.04	\$130,152.95	\$192,706.95	\$205,358.93	\$180,246.60	\$166,149.30	\$153,139.61	\$163,699.10	\$2,030,763.23
Ancillary Charges													
reactive supply,volt control sch 2	\$4,570.04	\$5,360.15	\$5,281.12	\$4,294.08	\$4,179.49	\$3,434.84	\$5,480.92	\$5,727.57	\$3,830.00	\$3,476.20	\$3,360.69	\$0.00	\$48,995.10
Regulation & Frequency schedule 3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Operating reserve Schedule 5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Operating Reserve Schedule 6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Ancillary Cost	\$4,570.04	\$5,360.15	\$5,281.12	\$4,294.08	\$4,179.49	\$3,434.84	\$5,480.92	\$5,727.57	\$3,830.00	\$3,476.20	\$3,360.69	\$0.00	\$48,995.10
Monthly Energy Adj (Budget)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Monthly Energy Adj Tru-Up Prior month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Resale Energy Adjustment	(\$38,547.74)	(\$52,396.57)	(\$64,973.99)	(\$64,784.45)	(\$84,829.57)	(\$38,638.12)	\$56,061.67	\$93,655.83	\$83,631.41	\$78,090.09	\$84,207.23	\$67,564.69	\$119,040.48
													\$0.00
Total Monthly Energy Tru-Up Cost	(\$38,547.74)	(\$52,396.57)	(\$64,973.99)	(\$64,784.45)	(\$84,829.57)	(\$38,638.12)	\$56,061.67	\$93,655.83	\$83,631.41	\$78,090.09	\$84,207.23	\$67,564.69	\$119,040.48
Subtotal Electric Billing	\$932,922.78	\$927,593.49	\$818,790.19	\$715,990.86	\$707,281.69	\$886,022.04	#####	\$1,116,334.81	\$939,205.78	\$938,660.49	\$948,252.06	\$1,009,194.27	#####
	\$932,922.78	\$927,593.49	\$818,790.19	\$715,990.86	\$707,281.69	\$886,022.04	#####	\$1,116,334.81	\$939,205.78	\$938,660.49	\$948,252.06	\$1,009,194.27	#####
Effective ELECT Rate (¢/kWh)	6.24	6.75	6.28	6.29	6.47	7.28	7.80	8.08	7.95	7.28	7.45	6.96	7.07



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1608

File ID: 21-1608

Type: Agenda Item

Status: Electric

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/08/2021

File Name:

Final Action: 01/13/2021

Title: Review the January Electric Department Report.

Notes:

Sponsors:

Enactment Date:

Attachments: 2021-0113 Electric Report

Enactment Number:

Contact: Jeremy Goodell

Hearing Date:

Drafter:

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Received and Filed				
	Action Text:	Received and Filed					
	Notes:	Electric Department Manager Goodell reviewed the January Electric Department Report with the Commission.					

Text of Legislative File 21-1608

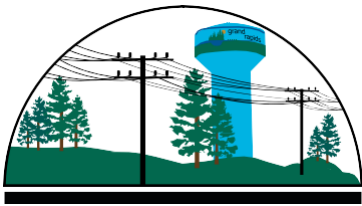
Review the January Electric Department Report.

Background Information:

None.

Requested Commission Action:

No action needed - for review only.



GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

500 SE Fourth Street • Grand Rapids, Minnesota 55744

ELECTRIC DEPARTMENT MONTHLY REPORT January 2021 Commission Meeting

Safety

There were no OSHA recordable accidents this month.

Topic of the Month

- Solar Plus Storage systems
 - Our planned solar plus storage system will be 2 MW AC solar with a 1 MW, 2.09 MW-hour battery storage system
 - Located near airport, requires 6-8 acres of land per MW
 - Single axis tracking system: allows for panels to track sun to allow for 90 degree alignment to sun
 - First usable solar panel – Bell Laboratories in 1954, first used by space industry in 1950s, became more prevalent in commercial and residential use in past 20 years.
 - Solar panels create DC power through photovoltaic effect when sunlight excites semiconductor region creating movement of electrons, requires conversion to AC power using invertors
 - Battery Storage system: commonly installed within large conex box, most likely 2 to 3 containers for GRPU system
 - Battery storage system: becoming more popular to allow for fluctuations in power generation in larger solar and wind sites. Eliminates black out issues caused by weather events. Example: Kern County, California: 1118 MW solar plus 2165 MW-hrs battery storage system planned to start construction in 2021. In the past these sites would be solar only.
 - Growth of lithium-ion battery technology driven by electric vehicles and consumer electronics is also driving battery storage technology

Demand Threshold and Power Usage for past month

- The attached graph shows the system load with demand threshold for the past month.

Reliability Last Month

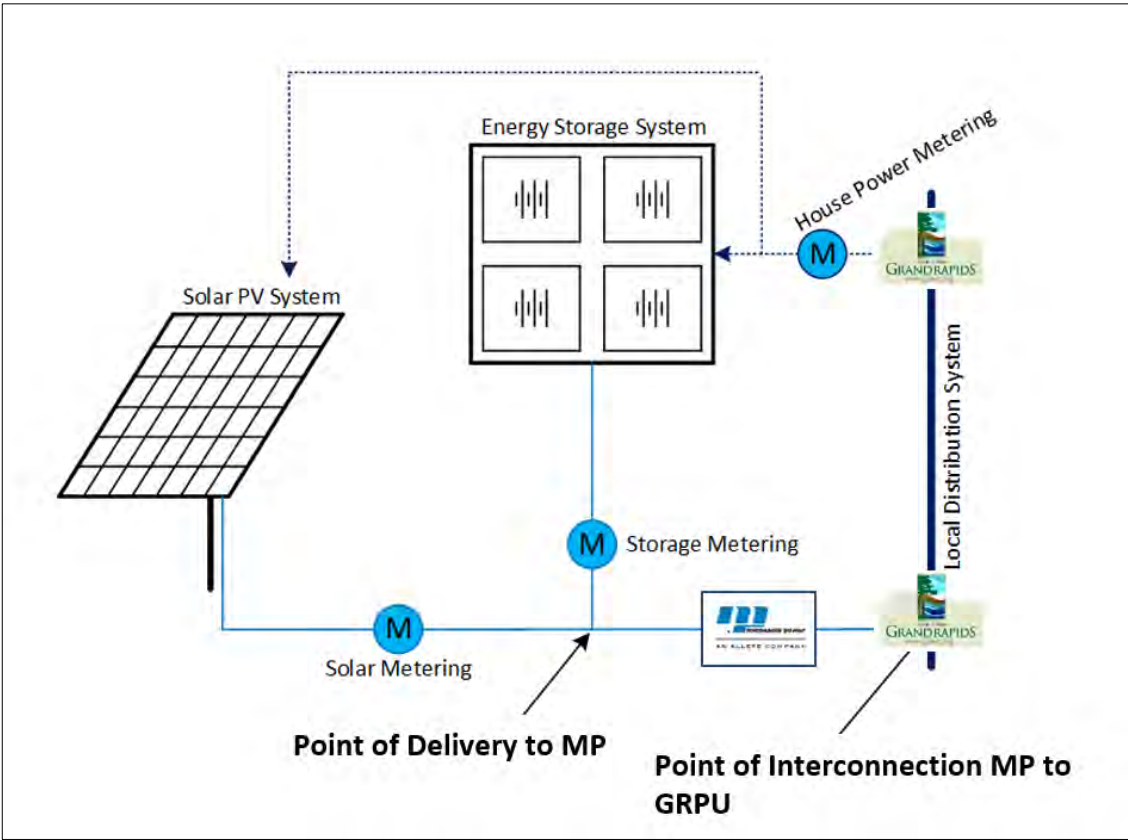
- The attached eReliability report shows that we had 1 outage during the month.

Projects Performed Last Month

- Electric vehicle seminars
- Year-end service work
- Community solar garden – site grading, interconnection design

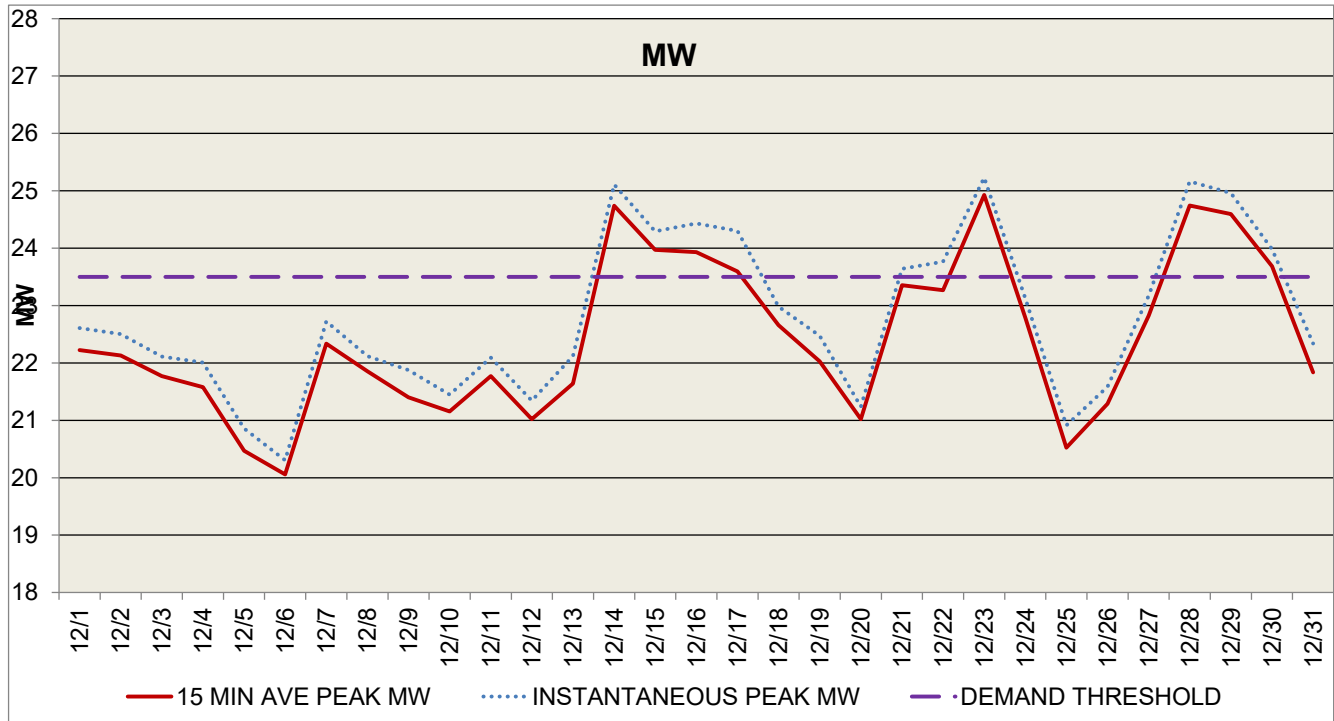
Projects Scheduled for This Month

- 2021 project planning
- Training – electric rubber gloving, electrician continuing ed, distribution design workshop
- Substation and system maintenance



GRAND RAPIDS PUBLIC UTILITIES COMMISSION				
DECEMBER 2020 LOAD MANAGEMENT SYSTEM REPORT				
Dec-20	INST PK MW	15 MIN AVE PK MW	MW DEMAND THRESHOLD	CONTROLLED DAYS
Minimum	20.30	20.06	23.50	
Maximum	25.23	24.93	23.50	
Average	22.80	22.43	23.50	
Total				3

Savings due to active load management system for month of December 2020 estimated at \$23,148



GRAND RAPIDS PUBLIC UTILITIES COMMISSION
DAILY POWER USAGE

Dec-20	INST PK MW	15 MIN AVE PK MW	MW DEMAND THRESHOLD	CONTROLLED DAYS
12/1	22.61	22.22	23.50	-1.3
12/2	22.50	22.13	23.50	-1.4
12/3	22.11	21.77	23.50	-1.7
12/4	22.01	21.58	23.50	-1.9
12/5	20.86	20.47	23.50	-3.0
12/6	20.30	20.06	23.50	-3.4
12/7	22.72	22.34	23.50	-1.2
12/8	22.12	21.85	23.50	-1.6
12/9	21.87	21.40	23.50	-2.1
12/10	21.45	21.16	23.50	-2.3
12/11	22.10	21.77	23.50	-1.7
12/12	21.34	21.02	23.50	-2.5
12/13	22.12	21.64	23.50	-1.9
12/14	25.11	24.74	23.50	1.2
12/15	24.29	23.97	23.50	0.5
12/16	24.43	23.93	23.50	0.4
12/17	24.30	23.59	23.50	0.1
12/18	22.98	22.66	23.50	-0.8
12/19	22.47	22.03	23.50	-1.5
12/20	21.24	21.02	23.50	-2.5
12/21	23.64	23.36	23.50	-0.1
12/22	23.77	23.27	23.50	-0.2
12/23	25.23	24.93	23.50	1.4
12/24	23.12	22.79	23.50	-0.7
12/25	20.91	20.53	23.50	-3.0
12/26	21.59	21.29	23.50	-2.2
12/27	23.17	22.82	23.50	-0.7
12/28	25.16	24.74	23.50	1.2
12/29	24.96	24.59	23.50	1.1
12/30	23.98	23.69	23.50	0.2
12/31	22.34	21.84	23.50	-1.7
Minimum	20.30	20.06	23.50	
Maximum	25.23	24.93	23.50	
Average	22.80	22.43	23.50	
Total				3
		Peak Demand Day		Controlled Day

Monthly Report - Grand Rapids Public Utilities Commission

Grand Rapids Public Utilities Commission

Year	Minimum duration	Substation
<div>2020</div>	<div></div>	<div>-----</div>
Month	Maximum duration	Circuit
<div>12 - December</div>	<div></div>	<div>-----</div>
Annual Report?	Top-level Cause	Remove Major Events?
<div><input type="radio"/> Yes</div> <div><input checked="" type="radio"/> No</div>	<div>-----</div>	<div>-----</div>

IEEE 1366 Statistics

Metric	Dec 2020	Dec 2019
SAIDI	0.109	3.976
SAIFI	0.000133	0.0346
CAIDI	822	115.075
ASAI	99.9997%	99.9907%
Momentary Interruptions	0	0
Sustained Interruptions	1	5

Circuit Ranking - Worst Performing

Ranked by Outage Count

Circuit	Substation	Number of Outages
Feeder 320	Main Substation	1

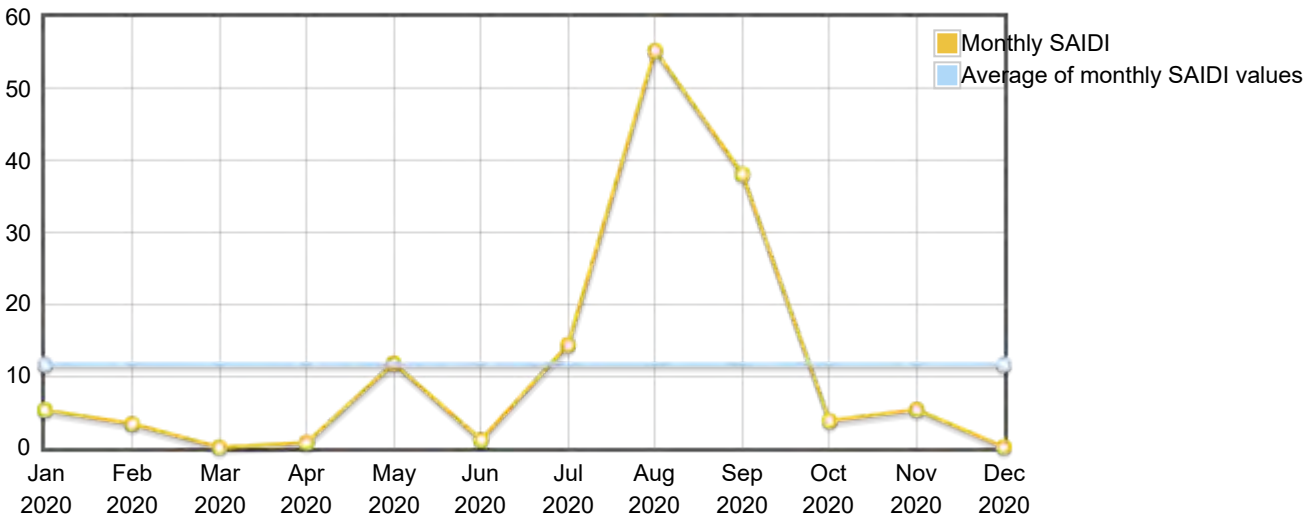
Ranked by Customer Interruptions

Circuit	Substation	Customer Interruptions
Feeder 320	Main Substation	1

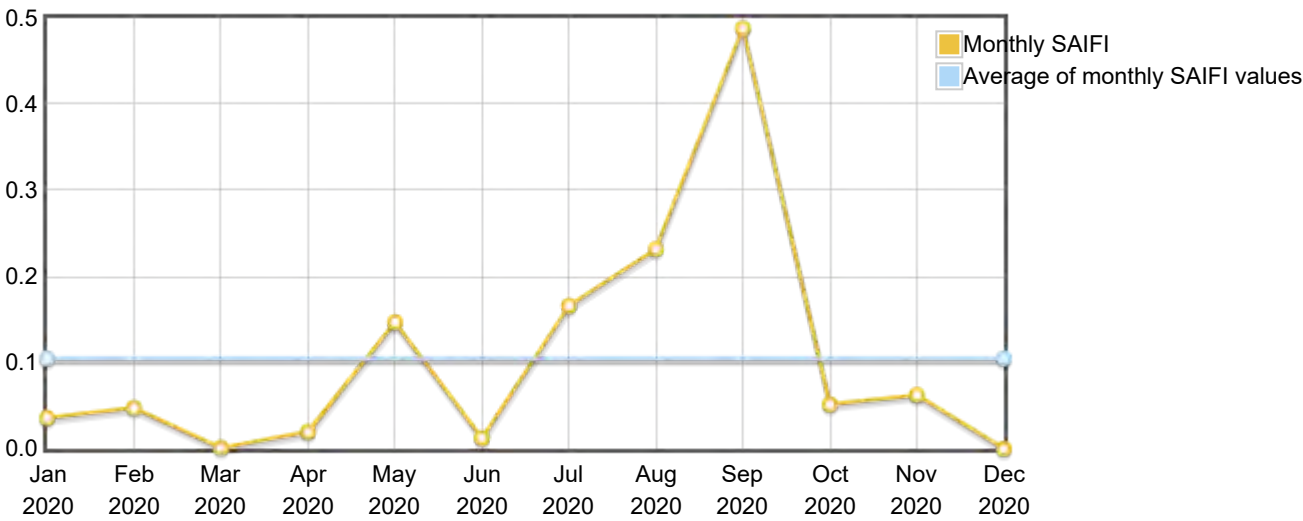
Ranked by Customer Minutes of Duration

Circuit	Substation	Customer Minutes of Duration
Feeder 320	Main Substation	822

Historical Monthly SAIDI Chart



Historical Monthly SAIFI Chart



Causes Ranked by Count



Cause	Count
Overloaded	1

Causes Ranked by Duration



Cause	Duration
Overloaded	822

Top 1 Outages for the Month

Address	Customers Interrupted	Duration	Customer Minutes of Interruption	Cause	Start Date
21495 S Highway 169	1	822	822	Overloaded transformer	12/27/2020

Total Customers Affected for the Month: 1

Average Customers Affected per Outage: 1





CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1598

File ID: 21-1598

Type: Agenda Item

Status: Water and
Wastewater
Department

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/07/2021

File Name:

Final Action: 01/13/2021

Title: Review the January Water-Wastewater Department Report.

Notes:

Sponsors:

Enactment Date:

Attachments: Water & Wastewater January 2021

Enactment Number:

Contact:

Hearing Date:

Drafter: Steve Mattson

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Received and Filed				
	Action Text:	Received and Filed					
	Notes:	Wastewater/Wastewater Department Manager Mattson reviewed the January Water and Wastewater Department Report with the Commission.					

Text of Legislative File 21-1598

Review the January Water-Wastewater Department Report.

Background Information:

See attached report.

Requested Commission Action:

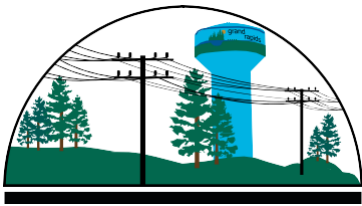
No action needed - for review only.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1598



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WATER & WASTEWATER DEPARTMENT MONTHLY REPORT January 2021 Commission Meeting

Safety

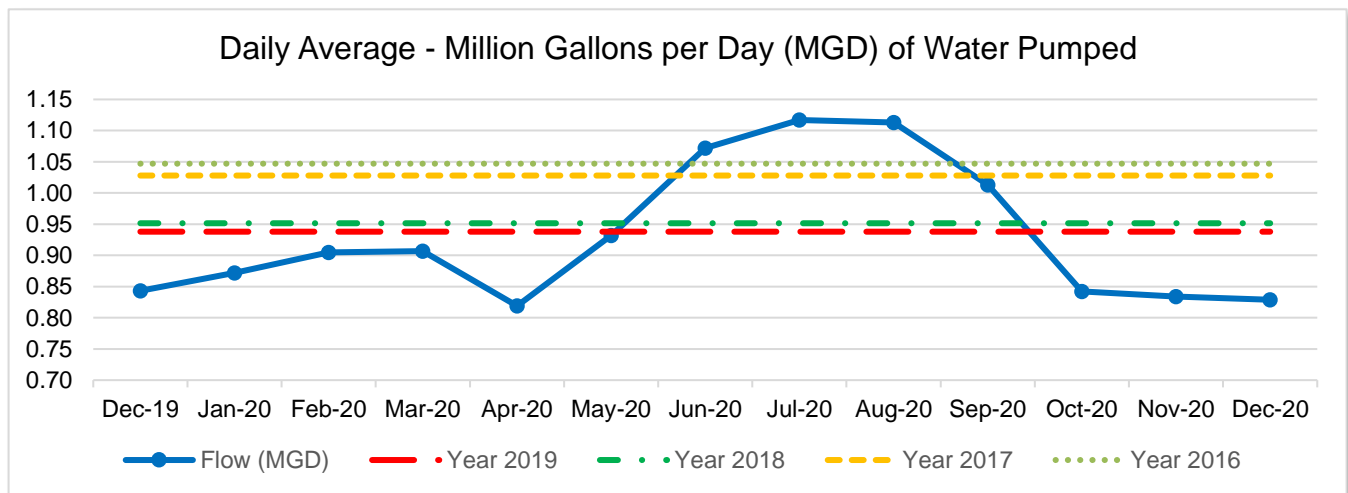
There were no OSHA recordable accidents this month.

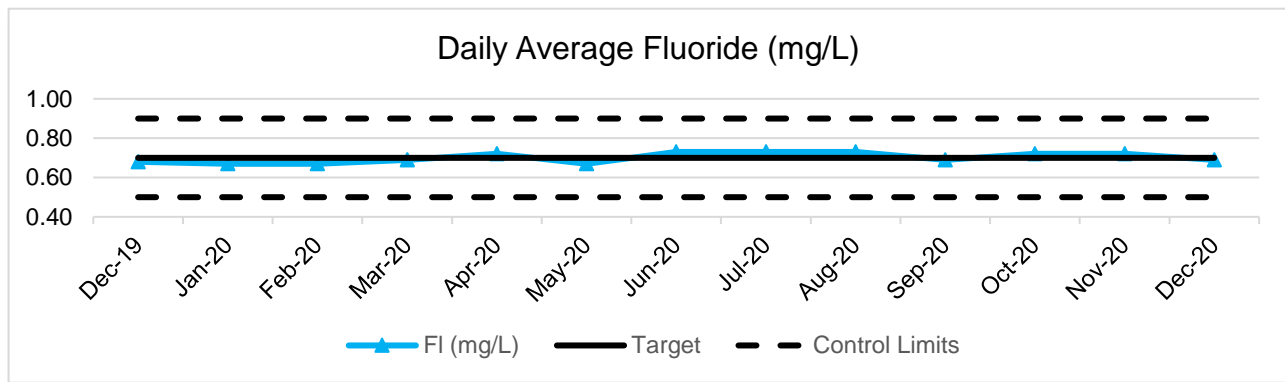
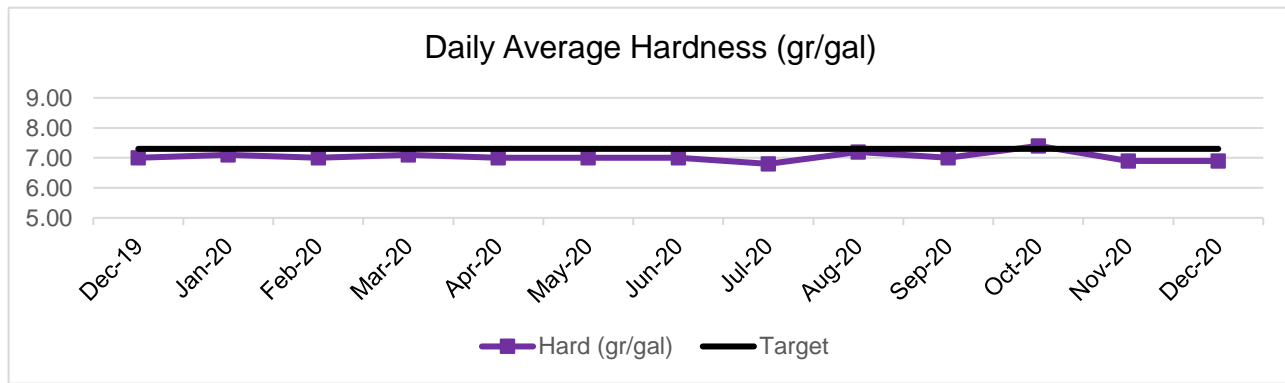
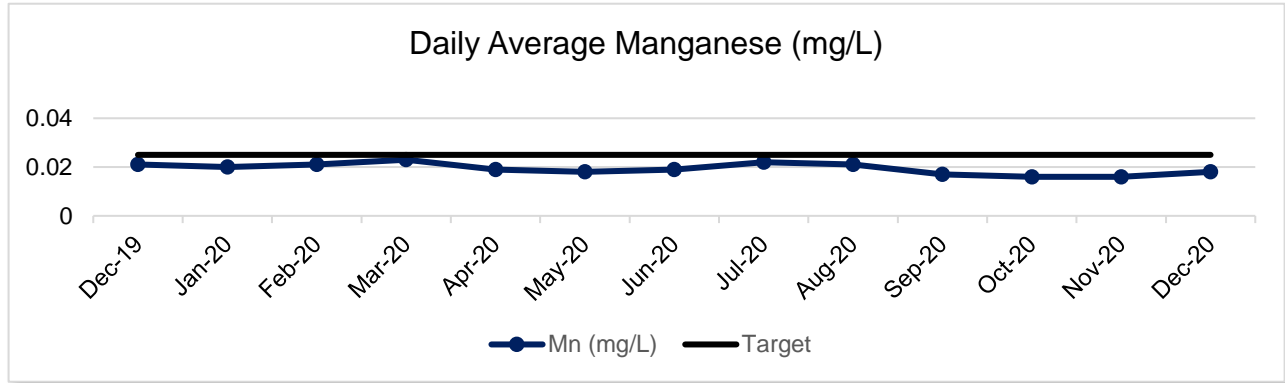
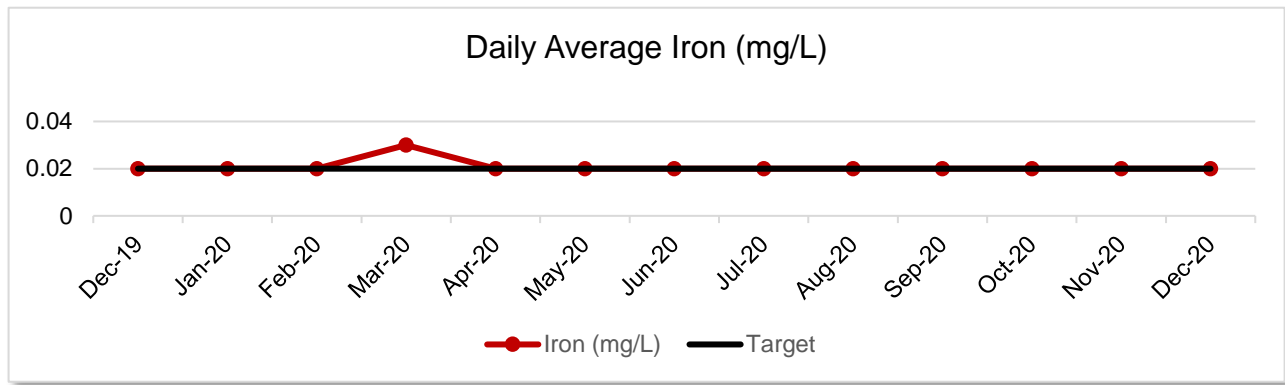
Topic of the Month

Super-oxygenation project update.

WTP Operations

The water plant pumped an average of 0.83 million gallons of water per day (MGD) with a peak of 0.98 million gallons during last month.

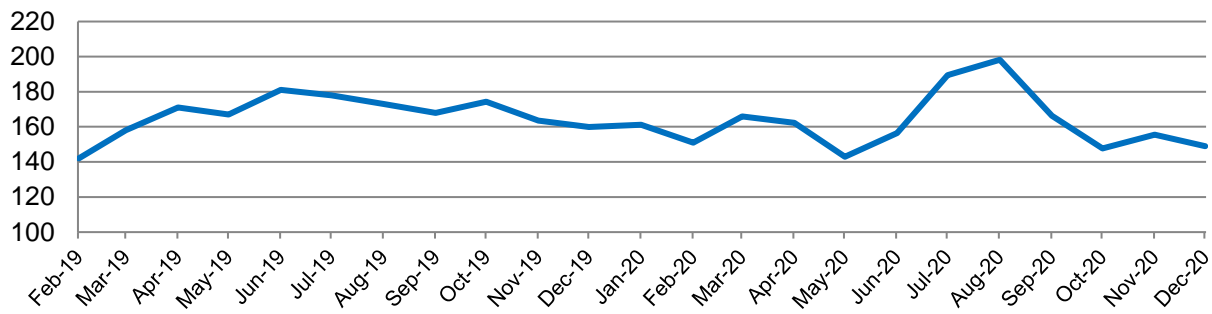




WWTP Operations

The Wastewater Treatment Plant (WWTP) met all National Pollutant Discharge Elimination System (NPDES) permit requirements last month. We treated 149 million gallons of water removing 99.7% of the Total Suspended Solids (TSS) and 98.1% Biochemical Oxygen Demand (cBOD).

Total Monthly Flow (MGal)

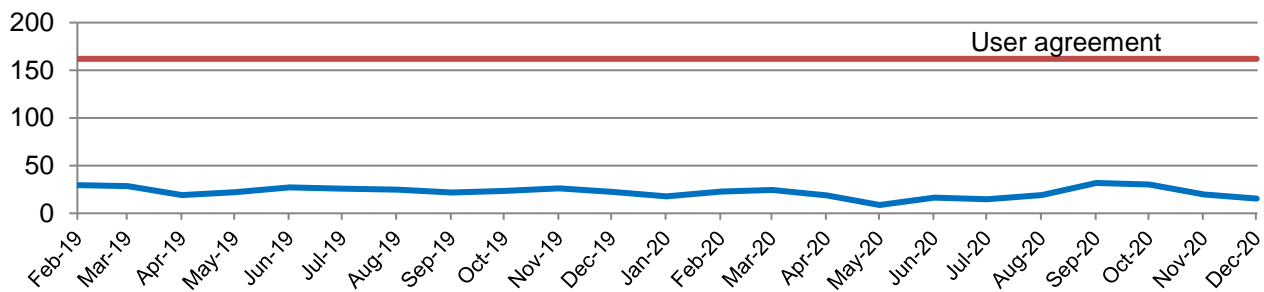
Design Limits
(monthly AVG)

Actual Results

Primary Plant

Flow (MGD)	13.25	3.6
TSS (Tons/day)	162	15.5
TSS Peak (Tons/Day)	284	51.7

Primary Plant TSS (Tons/day)

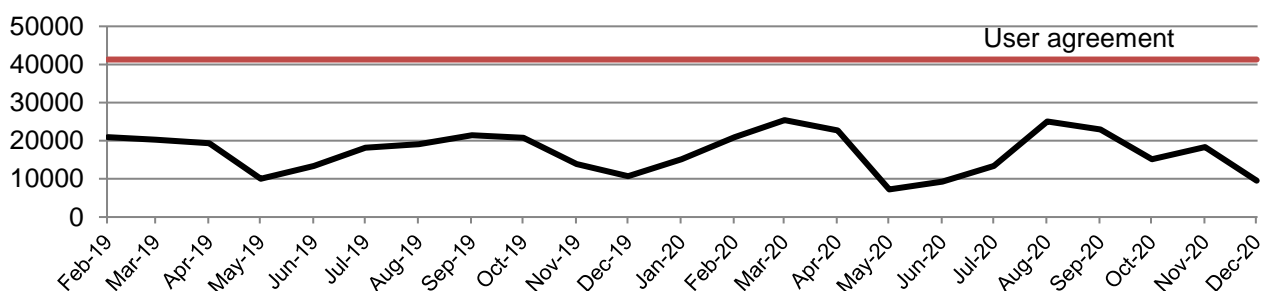
Design Limits
(monthly AVG)

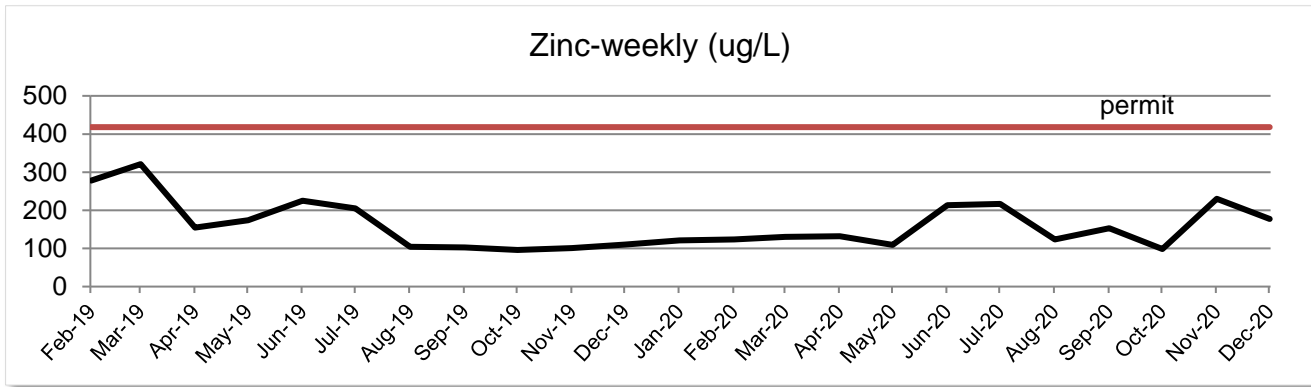
Actual Results

Secondary Plant

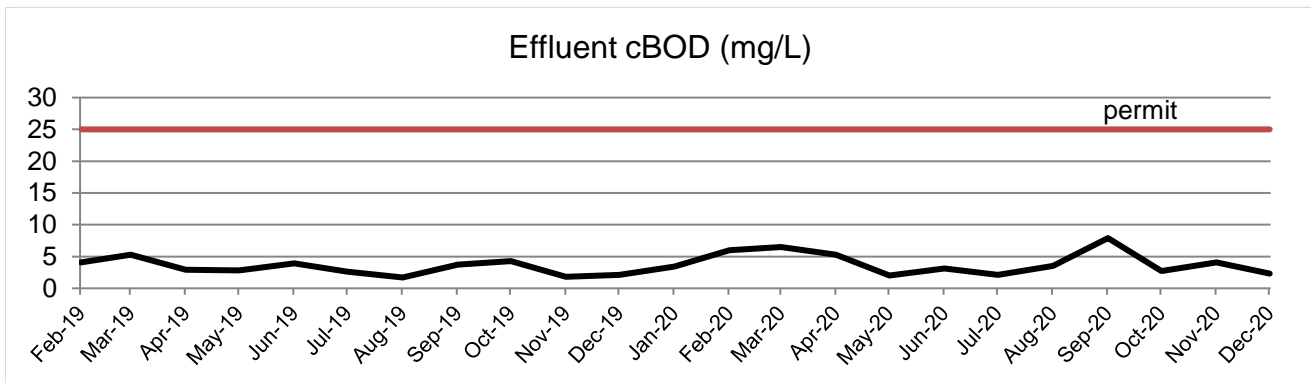
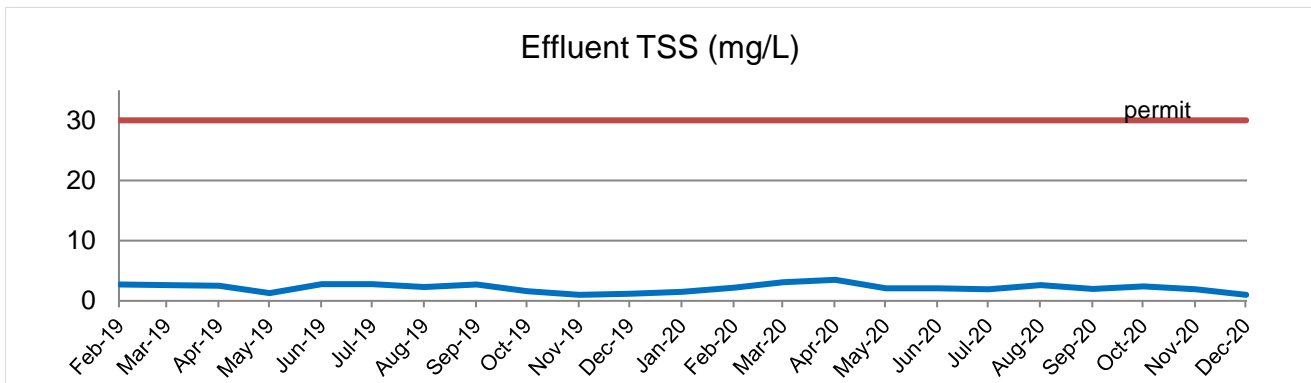
Flow (MGD)	15.25	4.8
cBOD (lbs/Day)	41,300	11,768
Peak cBOD (lbs/Day)	57,350	29,507
Zinc-weekly (ug/L)	418	177
% GRPUC		30.0%

Industrial cBOD to Secondary Plant (Lbs/day)



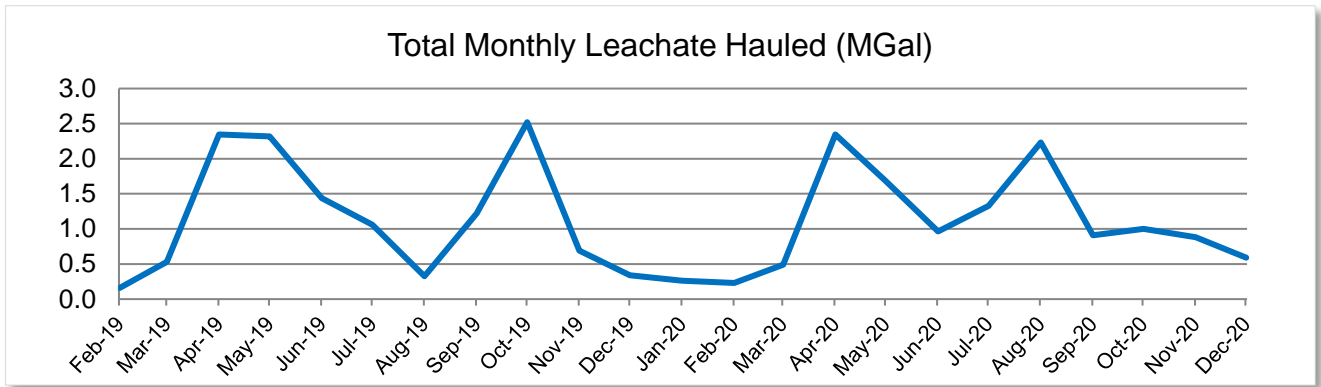


	Permit Limits (monthly AVG)	Actual Results
Effluent		
TSS (mg/L) – monthly average	30	1.0
cBOD (mg/L) – monthly average	25	2.3
Dissolved Oxygen (mg/L)	>1.0	9.6



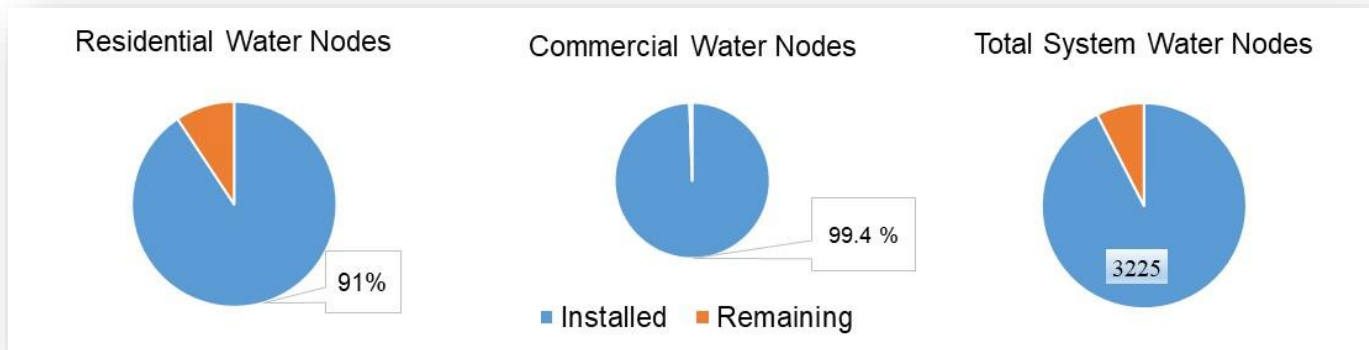
Sludge Landfill Operations

- 0.592 million gallons of leachate were hauled last month
- 2,544 cubic yards of sludge solids were hauled to the landfill



AMI Water Install Last Month

We installed 0 water nodes and/or meters in residential routes due to Covid-19 executive orders. We remain at 3225 (92%) active water nodes installed in the system.



Projects Performed Last Month

- Emergency repair to buried WWTP secondary plant airline.
- Changed out WWTP aeration basin A1-1 aerator.
- Replaced faulty WTP filter effluent valve.

Projects Scheduled for This Month

- Super-Oxygenation capex project mechanical and electrical installation.
- PLC replacement for leachate loadout station 1
- Well house annual maintenance



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1604

File ID: 21-1604

Type: Agenda Item

Status: Safety

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/08/2021

File Name: Safety Report

Final Action: 01/13/2021

Title: Review the January Safety Report.

Notes:

Sponsors:

Enactment Date:

Attachments: 2021-0113 Safety Report.pdf

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Received and Filed				
	Action Text:	Received and Filed					
	Notes:	General Manager Kennedy reviewed the January Safety Report with the Commission.					

Text of Legislative File 21-1604

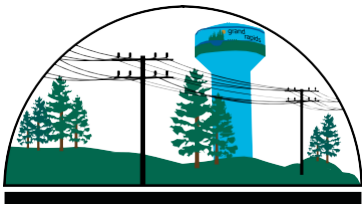
Review the January Safety Report.

Background Information:

See attached report.

Requested Commission Action:

No action needed - for review only.



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SAFETY REPORT

January 2021 Commission Meeting

Safety Topic Last Month

Rubber Gloving Best Practices Training for the Electric Crews was conducted virtually by Jay Reading of MMUA on January 7.

Safety Topic This Month

AWAIR and Bloodborne Pathogens Training for all staff will be conducted virtually by Dave Lundberg of MMUA on January 21-22. Additional general safety training is being scheduled virtually for all employees.

Accidents Reported this Month by Department

Administration: None

Electric: None

Business Services: None

Water-Wastewater: None

Cumulative Accidents for 2020

Recordable Accidents	3
Lost Time Days 2020	44
Restricted Days 2020	37
First Aid Only (not recordable)	4
Total FROI	7

Reportable Accident 5-year History

	2016	2017	2018	2019	2020
Elec	0	3	1	1	0
W/S/WTP	1	2	3	4	2
WWTP	0	2	0	1	1
OFF	0	1	1	4	0
TOTAL	1	8	5	10	3



CITY OF GRAND RAPIDS

Legislative Master

File Number: 21-1612

File ID: 21-1612

Type: Agenda Item

Status: Passed

Version: 1

Reference:

In Control: Public Utilities
Commission

File Created: 01/08/2021

File Name: Verified Claims 2020 Dec

Final Action: 01/13/2021

Title: Consider a motion to approve the verified claims for December in the amount of \$2,348,800.35.
Computer Check Register \$1,233,155.04.
Manual Check Register \$1,115,645.31.

Notes:

Sponsors:

Enactment Date:

Attachments: AP List 2020.12.31 #1, Check Register Manual
2020.12.31

Enactment Number:

Contact:

Hearing Date:

Drafter: Tyanne Betts

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Public Utilities Commission	01/13/2021	Passed				Pass
Action Text: A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve the verified claims for December in the amount of \$2,348,800.35 (Computer Check Register \$1,233,155.04 and Manual Check Register \$1,115,645.31). The motion carried by the following vote. Aye: 4 President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith Abstain: 1 Secretary Kathy Kooda							

Text of Legislative File 21-1612

Consider a motion to approve the verified claims for December in the amount of \$2,348,800.35.
Computer Check Register \$1,233,155.04.
Manual Check Register \$1,115,645.31.

Background Information:

See attached check registers.

Requested Commission Action:

Consider a motion to approve the verified claims for December in the amount of \$2,348,800.35.

Computer Check Register \$1,233,155.04.

Manual Check Register \$1,155,645.31.

PUBLIC UTILITIES COMMISSION

Accounts Payable

December 2020

(Meeting Date 01/13/2021)

NAME	AMOUNT	NAME	AMOUNT
Acheson Tire	980.00	North Central Laboratories	69.74
Amaril Uniform	708.09	Northern Business Products	383.64
American Public Power Association	2,564.29	Norhern Drug Screening, Inc	20.00
APG	346.00	NOS Automation LLC	1,120.00
Aramark	137.68	Novaspect	2,684.80
Badger State Inspection, LLC	1,900.00	NTS Environmental Science	10,797.97
Burggrafs Ace Hardware	186.68	Pace Analytical	2,695.36
The Busy Bees QCS	1,991.64	Paramount Safety & Training	4,695.69
Cannon Technologies	4,637.00	Personnel Dynamics LLC	203.69
Casper Construction Inc	16,849.00	Quality Flow Systems Inc	2,110.00
City of Grand Rapids	67,930.02	RMB Environmental Lab	1,024.00
Coles	472.59	James Radtke	3,459.84
Computer Enterprises	55.90	Rapids Welding	680.19
Cooperative Response Center	1,688.54	Safetycal	115.03
Core & Main	1,193.09	Sandstroms	662.73
CW Technology	4,300.60	Sherwin-Williams	376.72
Dakota Supply Group	1,316.24	Solenis	19,991.60
Daniel Schmidt Lighting	1,311.40	Target Corporation	2,046.35
Electric Pump	874.33	Telcologix	208.50
Energy Insight, Inc	2,573.13	TNT Aggregates LLC	2,400.00
EPG Companies Inc	6,752.69	United Rentals	1,493.93
Fastenal	93.49	USABlueBook	720.05
Ferguson	832.26	US Bank	500.00
Figgins Truck & Trailer Repair	2,809.11	Vessco, Inc	1,107.48
Gopher State One Call	45.90	Viking Electric	410.21
Grainger	586.20	Waste Management	382.44
Grand Rapids Public Utilities	14,687.54	Wells Fargo Business - Betts	27.00
Graybar	2,235.28	Wells Fargo Corporate Trust	1,600.00
Hawkins	3,767.49	Wesco	1,326.99
Industrial Lubricant Company	296.84	Xerox	42.92
Irby	2,300.55	Appliance Rebates	
Itasca County Treasurer	935.12	William Trembath	30.00
Itasca Utilities	1,500.00	Tom & Michelle Fiala	50.00
Kaman Industrial Technologies	110.82	Jeffrey & Kimberly Koehn	80.00
KLM Engineering Inc	2,500.00		
KOZY	1,382.00		
L & M Supply	10.98		
Lano, Nelson & Bengtson	180.00		
Latvala Lumber Co	4.92		
Steve Mattson	37.38		
McMaster-Carr	998.74		
Megger	1,159.99		
Minnesota Municipal Utilities Association	1,000.00		
Minnesota Power	1,012,814.65		
Minnesota Safety Council	580.00		
		TOTAL	1,233,155.04

December 2020 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
12/29/2020	4279	Blue Cross Blue Shield	54,310.50
12/1/2020	4280	Wells Fargo Corporate Trust	496,670.00
12/4/2020	4281	Public Employees Retirement Association	13,897.30
12/4/2020	4282	Minnesota Dept. of Revenue	3,866.88
12/4/2020	4283	Wells Fargo Bank	23,833.19
12/4/2020	4284	Empower Retirement	9,085.71
12/1/2020	4286	Invoice Cloud	2,243.20
12/18/2020	4287	Minnesota Department of Revenue	56,184.00
12/18/2020	4288	Further	2,745.83
12/18/2020	4289	Public Employees Retirement Association	13,193.12
12/18/2020	4290	Minnesota Dept. of Revenue	3,643.68
12/18/2020	4291	Wells Fargo Bank	22,958.95
12/18/2020	4292	Empower Retirement	8,724.42
12/16/2020	4293	Further	128.46
12/29/2020	4294	Empower Retirement	8,404.19
12/29/2020	4295	Empower Retirement	4,360.49
12/23/2020	4296	Further	842.29
12/29/2020	4297	Blue Cross Blue Shield	54,310.50
12/1/2020	4298	Health Partners	1,274.37
12/29/2020	4299	TASC	145.00
12/31/2020	4300	Public Employees Retirement Association	13,866.75
12/31/2020	4301	Minnesota Dept. of Revenue	3,972.08
12/31/2020	4302	Wells Fargo Bank	23,927.72
12/31/2020	4303	Empower Retirement	8,128.55
12/4/2020	4304	Further	2,745.83
12/1/2020	77409	Anixter, Inc	28.18
12/1/2020	77410	Cogsdale Corporation	61,508.53
12/1/2020	77411	CW Technology	5,581.85
12/1/2020	77412	Davis Petroleum	1,856.03
12/1/2020	77413	Johnson Controls Fire Protection	978.76
12/1/2020	77414	Johnson, Killen & Seiler, P.A.	1,014.20
12/1/2020	77415	Metro Sales, Inc	724.71
12/1/2020	77416	Northeast Technical Services	10,189.44
12/1/2020	77417	Sandstrom's Inc	424.59
12/1/2020	77418	Telcologix	347.50
12/1/2020	77419	US Bank, N.A.	347.30
12/4/2020	77420	NCPERS Group Life Ins	128.00
12/3/2020	77421	Keller Fence Company, Inc.	4,805.25
12/3/2020	77422	Verizon Wireless	578.86
12/8/2020	77423	Postage By Phone System	6,000.00
12/10/2020	77424	Customer Refunds- Robert & Vicki Neururer	8.37

12/10/2020 77425	Customer Refunds- Elite Cutover Connectior	113.30
12/10/2020 77426	Customer Refunds- David L Eastin	89.68
12/10/2020 77427	Customer Refunds- Jeffrey L Schlader	34.44
12/11/2020 77428	Casper Construction, Inc.	175,093.55 **
12/11/2020 77429	Minnesota Energy Resources Corp.	18.33
12/11/2020 77430	NOS Automation	9,461.65 **
12/11/2020 77431	Verizon Wireless	733.14
12/14/2020 77432	Casper Construction, Inc.	213,724.92 **
12/15/2020 77433	Customer Refunds- Housing & Redevelopm	19.65
12/15/2020 77434	Customer Refunds- Deborah Kilpela	49.23
12/15/2020 77435	Customer Refunds- Housing & Redevelopm	9.70
12/15/2020 77436	Customer Refunds- Oakwood Terrace III 07E	28.59
12/15/2020 77437	Customer Refunds- Corrina R Johnson	7.74
12/15/2020 77438	Customer Refunds- Financial Security Bank	125.00
12/15/2020 77439	Customer Refunds- Andrew J Lewis	27.65
12/15/2020 77440	Customer Refunds- Gregory D Bullock	4.57
12/15/2020 77441	Customer Refunds- Erik R Scott	78.64
12/15/2020 77442	Customer Refunds- Jack G Beyer	77.10
12/15/2020 77443	Customer Refunds- Lori J Flohaug	105.74
12/18/2020 77525	Minnesota Council 65	1,596.00
12/18/2020 77527	Minnesota Energy Resources Corp.	591.87
12/18/2020 77528	Minnesota Pollution Control Agency	15,151.71
12/18/2020 77529	Casper Construction, Inc.	60,643.44 **
12/18/2020 77530	Morton Building, Inc	14,332.00 **
12/21/2020 77531	Customer Refunds- A A Guns	42.38
12/21/2020 77532	Customer Refunds- Jamin C Storlie & Sierra	95.38
12/21/2020 77533	Beaver, Bob	150.00
12/21/2020 77534	Devries-Flinck, Tony	119.99
12/21/2020 77535	First Net / AT & T Mobility	362.08
12/21/2020 77536	Further	97.35
12/21/2020 77537	Hansen, Mark	142.50
12/21/2020 77538	United Parcel Service	140.99
12/21/2020 77539	UNUM Life Insurance Co of America	2,355.46
12/22/2020 77540	Driver and Vehicle Services	10.50
12/22/2020 77541	Bureau of Criminal Apprehension	15.00
12/28/2020 77543	GRAFA	150.00
12/28/2020 77544	League of Minnesota Cities	74,844.00 **
12/28/2020 77545	Minnesota Pollution Control Agency	1,575.00
12/28/2020 77546	Verizon Wireless	579.66
12/29/2020 77547	City of LaPrairie	13,780.60
12/29/2020 77548	Minnesota Dept. of Health	7,997.00
12/30/2020 77549	City of Grand Rapids	916.50
12/30/2020 77550	City of Grand Rapids	64,625.09

12/31/2020 77551	Postage By Phone System	3,000.00
12/31/2020 77552	City of Grand Rapids	72,333.33
12/31/2020 77553	Bocinsky, James	139.99
12/31/2020 77554	NOS Automation	9,461.65 **
12/31/2020 77555	Schmitt, Jim	139.99
12/31/2020 77556	United Parcel Service	29.86

Checks Previously Approved	557,561.21 **
Manual Checks to be approved	1,115,645.31
TOTAL MANUAL CHECKS	1,673,206.52