



East Grand Forks Water & Light Department

Life Connected Since 1909

Water & Light Commission Meeting Agenda

November 20, 2019

8:00 a.m., City Hall Council Chambers

1. Call meeting to order
2. Approve minutes from previous meeting -
November 06, 2019
3. Bills and payroll
4. Comments from the public
5. Reports
 - a. Widseth Smith Nolting
 - i. Todd
 - ii. Steve or Dustin
 - b. City Attorney
6. Old Business
7. 2020-2022 Teamsters, Local 120 Union
Contract
8. FLIR Camera
9. 2020 Rates and Fees
10. Department Heads
11. Commissioner's reports
12. Adjourn to December 4, 2019 at 8:00
a.m.

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held November 6, 2019 at 8:00 a.m in the City Council Chambers.

Present: Gregoire, Quirk, Grinde

Absent: DeMers

Also present: Ron Galstad, Keith Mykleseth, Brian Johnson, Jeff Olson, Steve Emery, Todd Forster, Todd Grabanski, Brianna Feil, Kevin Hatcher, Corey Thompson, and Karla Anderson.

It was moved by Commissioner Quirk seconded by Commissioner Grinde that the minutes of the previous regular meeting of October 16, 2019 be approved as read.

Voting Aye: Gregoire, Quirk, Grinde

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Grinde to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$444,782.24.

Voting Aye: Gregoire, Quirk, Grinde

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Grinde to approve Change Order #1 to the Fusion Automations contract for the 2019 Miscellaneous Electrical Distribution Construction project.

Voting Aye: Gregoire, Quirk, Grinde

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Grinde to adjourn at 8:50 a.m. to the next regular meeting on November 20, 2019 at 8:00 am.

Aye: Gregoire, Quirk, Grinde

Nay: None

Lori Maloney
Secretary

Accounts Payable

Check Register Totals Only

User: khatcher
Printed: 11/14/2019 - 9:57 AM



City of East Grand Forks

P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

Check	Date	Vendor No	Vendor Name	Amount	Voucher
515191	11/14/2019	COM500	Commissioner of Revenue	58,990.00	0
515192	11/14/2019	MMP501	MMPA c/o Avant Energy	592,569.15	0
				<hr/> <hr/>	
Check Total:				651,559.15	
				<hr/> <hr/>	

Accounts Payable

Check Register Totals Only

User: khatcher
 Printed: 11/18/2019 - 11:27 AM



City of East Grand Forks

P. O. Box 373
 East Grand Forks, MN 56721
 (218) 773-2483

Check	Date	Vendor No	Vendor Name	Amount	Voucher
515193	11/20/2019	UB*01036	Lura Alanis	119.52	0
515194	11/20/2019	AME501	AmeriPride Services Inc	157.93	0
515195	11/20/2019	AND562	David E. Anderson	500.00	0
515196	11/20/2019	AQU501	Aqua-Pure Inc	6,569.06	0
515197	11/20/2019	BAT501	Batteries + Bulbs	17.11	0
515198	11/20/2019	BNS503	BNSF Railway Company	1,250.00	0
515199	11/20/2019	BOR501	Border States Electric Supply	3,324.13	0
515200	11/20/2019	CAN501	Cannon Technologies Inc	40,729.18	0
515201	11/20/2019	CEN501	CenturyLink	95.14	0
515202	11/20/2019	COP500	Copy Cat Printing	387.09	0
515203	11/20/2019	COR560	Tom Corcoran	500.00	0
515204	11/20/2019	DIA501	Diamond Cleaning Supply	69.90	0
515205	11/20/2019	EGF501	EGF City	517,735.95	0
515206	11/20/2019	EGF503	EGF Food Shelf	100.00	0
515207	11/20/2019	EXP501	Exponent	245.00	0
515208	11/20/2019	FOR501	Forklifts of MN Inc	140.27	0
515209	11/20/2019	FOR505	Forum Communications Company	270.00	0
515210	11/20/2019	GAL501	Galstad Jensen & McCann PA	2,537.50	0
515211	11/20/2019	GRA505	Graymont (WI) LLC	6,393.54	0
515212	11/20/2019	HAC501	Hach Company	760.09	0
515213	11/20/2019	HAR501	Hardware Hank	681.41	0
515214	11/20/2019	HEA501	HeatShare	100.00	0
515215	11/20/2019	HUG501	Hugo's #5	80.98	0
515216	11/20/2019	IHM500	iHeartMedia	539.00	0
515217	11/20/2019	KRO500	KROX-AM	180.00	0
515218	11/20/2019	LEI501	Leighton Broadcasting	798.00	0
515219	11/20/2019	LOC501	Locators & Supplies Inc	729.22	0
515220	11/20/2019	MAY501	Mayo Mfg Inc	113.33	0
515221	11/20/2019	MDH501	MN Dept of Health (MDH)	4,649.00	0
515222	11/20/2019	MND507	MN Dept of Labor & Industry	20.00	0
515223	11/20/2019	NCB501	North Country Food Bank	100.00	0
515224	11/20/2019	NOR507	Northdale Oil	121.12	0
515225	11/20/2019	POR501	Porta-Mix Concrete Inc	127.60	0
515226	11/20/2019	RKO501	RKO Print & Promo	2,110.03	0
515227	11/20/2019	RMB500	RMB Environmental Laboratories, Inc	95.00	0
515228	11/20/2019	ROT502	Rotary Club of EGF	100.00	0
515229	11/20/2019	SAN501	Sanford Health Occupational Medicine	100.00	0
515230	11/20/2019	UB*01039	Kristen A Slover	172.63	0
515231	11/20/2019	SUN500	Sun Dot Communications, LLC	89.99	0
515232	11/20/2019	UB*01037	Ashley Thompson	76.52	0
515233	11/20/2019	WAT501	Water & Light Department	3,023.14	0
515234	11/20/2019	UB*01038	Craig Welter	22.74	0
515235	11/20/2019	XCE501	Xcel Energy	178.17	0
515236	11/20/2019	XCE502	Xcel Energy	4,395.98	0
				Check Total:	600,505.27

Rebates 11-20-19

AC Tune Up	King	\$ 60.00
AC Tune Up	Janssen	\$ 60.00
ECM	Marti	\$ 150.00
ECM	Wolff	\$ 150.00
Front Load Washer	Berry	\$ 100.00
LED	King	\$ 109.10
LED	Enright	\$ 146.08
LED	Votava	\$ 80.00
LED	Moore	\$ 8.52
Mini Split Ductless AC	Martin	\$ 100.00
Recycle	Brune	\$ 50.00
Recycle	Johnson	\$ 50.00
Refrigerator	Sandbeck	\$ 75.00
Refrigerator/Recycle/Dishwasher	Langerud	\$ 175.00
Water Heater	Skalicky	\$ 50.00
Weatherization	Anderson-1 Storm Door & 1 Entry Door	\$ 500.00
Weatherization	Corcoran-10 Windows	\$ 500.00
	Total:	\$ 2,363.70

Request for Water and Light Commission Action

Date: 11-18-2019
To: Water and Light Commission
From: Keith Mykleseth
RE: 2020- 2022 Teamsters, Local No. 120 Union Contract

Background:

Existing union contract expires 12-31-2019. Commissioners Mike Quirk, Josh Grinde and I met with the labor union representatives on October 15, 2019 and tentatively agreed to a new three year contract. The labor union held meeting on November 14 and approved the 2020- 2022 contract. Materials to be provided at the Water and Light Commission Meeting.

Recommendation:

Recommend the Water and Light Commission approve the proposed 2020- 2022 Teamsters, Local No. 120 Labor Union Contract as presented.

Request for Water and Light Commission Action

Date: 11/15/19
To: Water & Light Commissioners
From: Jeff Olson
RE: FLIR camera

Background:

The present infrared camera the department has is nearing 20 years old and doesn't support the needs anymore.

Recommendation:

It's my recommendation for the Commissioners to approve the purchase of a model T860 FLIR camera and 2 FLIR C2 cameras.



4434 16TH AVENUE CIR N
 GRAND FORKS ND 58203-0817
 Phone: 701-402-2950
 Fax: 701-402-2999

To: EAST GRAND FORKS CITY OF-GOV
 WATER & LIGHT DEPT
 1010 5TH AVE NE
 EAST GRAND FORKS MN 56721-1616
 Attn: Jeff Olson
 Phone: 218-773-0515
 Fax: 218-773-9240
 Email:

Date: 11/13/2019
Proj Name: FLIR QUOTE
GB Quote #: 0234110685
 Release Nbr:
 Purchase Order Nbr:
 Additional Ref#
 Valid From: 11/13/2019
 Valid To: 12/13/2019
 Contact: JAMES JUBIE
 Email: james.jubie@graybar.com

Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

Notes: Due to stock limits and demand at the factory, please allow 6-7 weeks leadtime plus transit time.

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100		2 EA	FLIR SYSTEMS	72001-0101		\$415.75	1	\$831.50
Item Note:		FLIR C2 Compact Professional Thermal Camera w/MSX 80 x 60 Resolution/9Hz.						
200		1 EA	FLIR SYSTEMS	89202-0101	FLIR T860 W/ 24° LENS 640X480 -40°C TO +2000°C W/FLIR TOOLS+	\$22,409.51	1	\$22,409.51

Total in USD (Tax not included): \$23,241.01

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at www.graybar.com

24-Hour Emergency Phone#: 1-800-GRAYBAR

Subject to the standard terms and conditions set forth in this document. Unless otherwise noted, freight terms are F.O.B. shipping point prepaid and bill. Unless noted the estimated ship date will be determined at the time of order placement.



BORDER STATES
Supply Chain Solutions™

Border States Electric Supply
Shealy Electrical Wholesalers

Border States Electric - GFK
2104 Mill Road
Grand Forks ND 58203-1542
Phone: 701-772-3477

East Grand Forks Water & Light Dept
1010 5th Ave NE
East Grand Forks MN 56721-1616

Quote

BSE Quote: 25440751
Sold-To Acct #: 3443
Valid From: 11/05/2019 **To:** 11/12/2019
PO No: Flir quotes

Created By: Dustin Stangler
Tel No: 701-297-4735
Fax No: 701-237-9811

Inco Terms:
FOB ORIGIN

Payment Terms:
Net 25th prox

Taxes, if applicable, are not included.

Cust Item	BSE Item	Material MFG - Description	Quantity	Price Per	UoM	Value
	000010	3254337 FLIR - C2 COMPACT THERMAL CAM.	2 EA	456.07 / 1	EA	912.14
	000030	3482294 FLIR - T860-24 IMAGER W/ 24DEG LENS T840 includes everything you need to get going: Hand strap/neck strap, lens cover, two batteries, one quick charge battery base, one USB-C to HDMI adapter, FLIR branded transport/storage case, one USB-A # USB-C cable, and one USB-C # USB-C cable.	1 EA	24,953.70 / 1	EA	24,953.70

Total Value **25,865.84**

To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

Shipping and handling fees in this quote are an estimate only and will be finalized at the time of Invoice.

All clerical errors contained herein are subject to correction. In the event of any cost or price increases from manufacturers or other suppliers, caused by, but not limited to, currency fluctuations, raw material or labor prices, fuel or transportation cost increases, and any import tariffs, taxes, fees, or surcharges, BSE reserves the exclusive right to change its pricing at the time of shipping and will provide notice of any such change to its customers prior to costs being incurred.

Request for Water and Light Commission Action

Date: 11-15-2019
To: Water and Light Commission
From: Keith Mykleseth
RE: Proposed 2020 Electric and Water Rates and Fees

Background:

Attached are the proposed rates and fees for 2020. Additional information will be provided at the meeting.

Recommendation:

Recommend the Water and Light Commission approve the proposed 2020 rates and fees as presented, and instruct staff to draft the 2020 rate resolutions for signature.



East Grand Forks Water & Light Department

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PROPOSED 2020 ELECTRIC RATES AND FEES

ELECTRIC RATES

Res Gen Electric	10.659¢/kwh +- Energy Adj
Res Electric Heat	10.085¢/kwh +- Energy Adj
Off Peak	7.314¢/kwh +- Energy Adj
Small Commercial	8.476¢/kwh +- Energy Adj
Large Commercial	Call Business Office 218-773-1163

ELECTRIC FIXED CHARGES

Res Gen Electric	\$7.75/month
Res Electric Heat	\$7.75/month
Off Peak	\$7.75/month
Small Commercial	\$9.75/month
Large Commercial	Call Business Office 218-773-1163

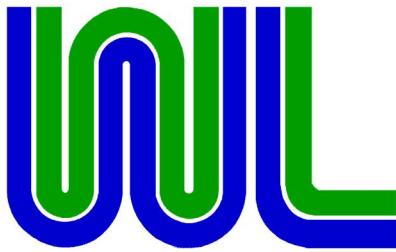
NEW CONSTRUCTION ELECTRIC FEES

Temporary Electric Service

120/240 Volt Single Phase	\$60.00
Other than above	Cost

Electric Underground Installation Charges

200 AMP cable in Underground area	\$250.00 for 1 st 100 feet <i>(Installation over 100 ft charged \$1.50/ft over 100 ft)</i>
200 Amp Cable in Underground Area Garage service-side of easement	\$250.00 for 1 st 100 feet <i>(Installation over 100 ft charged \$1.50/ft over 100 ft)</i>
200 Amp Cable in Underground Area Garage service-opposite side of easement	\$300.00 for 1 st 100 feet <i>(Installation over 100 ft charged \$1.50/ft over 100 ft)</i>
320 AMP cable in Underground area	\$375.00 for 1 st 100 feet <i>(Installation over 100 ft charged \$2.25/ft over 100 ft)</i>
400 AMP cable in Underground area	\$500.00 for 1 st 100 feet <i>(Installation over 100 ft charged \$3.00/ft over 100 ft)</i>



2019 ELECTRIC RATES AND FEES

ELECTRIC RATES

Res Gen Electric	10.553¢/kwh +- Energy Adj
Res Electric Heat	9.985¢/kwh +- Energy Adj
Off Peak	7.242¢/kwh +- Energy Adj
Small Commercial	8.392¢/kwh +- Energy Adj
Large Commercial	Call Business Office 218-773-1163

ELECTRIC FIXED CHARGES

Res Gen Electric	\$7.75/month
Res Electric Heat	\$7.75/month
Off Peak	\$7.75/month
Small Commercial	\$9.75/month
Large Commercial	Call Business Office 218-773-1163

NEW CONSTRUCTION ELECTRIC FEES

Temporary Electric Service

120/240 Volt Single Phase	\$60.00
Other than above	Cost

Electric Underground Installation Charges

200 AMP cable in Underground area \$250.00 for 1st 100 feet
(Installation over 100 ft charged \$1.50/ft over 100 ft)

200 Amp Cable in Underground Area Garage service-side of easement \$250.00 for 1st 100 feet
(Installation over 100 ft charged \$1.50/ft over 100 ft)

200 Amp Cable in Underground Area Garage service-opposite side of easement \$300.00 for 1st 100 feet
(Installation over 100 ft charged \$1.50/ft over 100 ft)

320 AMP cable in Underground area \$375.00 for 1st 100 feet
(Installation over 100 ft charged \$2.25/ft over 100 ft)

400 AMP cable in Underground area \$500.00 for 1st 100 feet
(Installation over 100 ft charged \$3.00/ft over 100 ft)



East Grand Forks Water & Light Department

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PROPOSED 2020 WATER RATES AND FEES

WATER RATES

Residential:	1 st 4,000 gallons	\$6.60/Thousand
	Excess gallons	\$8.45/Thousand
Apartments:	1 st 4,000 gallons per unit	\$6.60/Thousand
	Excess gallons	\$8.45/Thousand
Commercial:	1 st 36,000 gallons	\$6.60/Thousand
	Excess gallons	\$8.45/Thousand

Minnesota Dept of Health Water Service Fee

All water connections are charged a fee of 81¢ per month which is sent to the MN Dept of Health.

WATER FIXED CHARGES

5/8" Meter	\$9.00 per month
3/4" Meter	\$9.00 per month
1" Meter	\$14.46 per month
1 1/2" Meter	\$28.92 per month
2" Meter	\$46.27 per month
2 1/2" Meter	\$57.86 per month
3" Meter	\$86.77 per month
4" Meter	\$143.04 per month
6" Meter	\$289.27 per month
Over 6" Meter	call the Department

WATER SERVICE CONNECTION FEE (for new construction)

3/4" Regular Meter	\$180.00
1" Regular Meter	\$235.00
1 1/2" Regular Meter	\$595.00
2" Meters & Larger	Call the Department



East Grand Forks Water & Light Department

Life Connected Since 1909

2019 WATER RATES AND FEES

WATER RATES

Residential:	1 st 4000 gallons	\$6.50/Thousand
	Excess gallons	\$8.35/Thousand
Apartments:	1 st 4,000 gallons per unit	\$6.50/Thousand
	Excess gallons	\$8.35/Thousand
Commercial:	1 st 36,000 gallons	\$6.50/Thousand
	Excess gallons	\$8.35/Thousand

Minnesota Dept of Health Water Service Fee

All water connections are charged a fee of 53¢ per month which is sent to the MN Dept of Health.

WATER FIXED CHARGES

5/8"	Meter	\$8.90 per month
3/4"	Meter	\$8.90 per month
1"	Meter	\$14.30 per month
1 ½"	Meter	\$28.60 per month
2"	Meter	\$45.76 per month
2 ½"	Meter	\$57.22 per month
3"	Meter	\$85.81 per month
4"	Meter	\$141.45 per month
6"	Meter	\$286.06 per month

Over 6" Meter call the Department

WATER SERVICE CONNECTION FEE (for new construction)

3/4"	Regular Meter	\$180.00
1"	Regular Meter	\$235.00
1 1/2"	Regular Meter	\$595.00
2"	Meters & Larger	Call the Department