



East Grand Forks Water & Light Department

Life Connected Since 1909

Water & Light Commission Meeting Agenda April 15, 2020 8:00 a.m., Remote Session

1. Call meeting to order
2. Approve minutes from previous meeting - April 1, 2020
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
 - a. Utility Billing Discussion
7. 2020 Miscellaneous Materials Quotes
8. Department Heads
9. Commissioner's reports
10. Adjourn to May 6, 2020 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 April 1, 2020 at 8:00 a.m held remotely due to the COVID19 virus pandemic and pursuant to MN Statutes 13D.02, 13D.021 and 13D.04.

Present: Quirk, Grinde, Beauchamp, DeMers

Absent: None

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

It was moved by Commissioner Beauchamp seconded by Commissioner Grinde that the minutes of the previous regular meeting of March 18, 2020 be approved as read.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$572,937.76.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to approve adoption of the PUC Agreement on not disconnecting customers that are in arrears; not applying penalties to past due accounts; extending the Cold Weather Rule through 5-31-20; and arranging payment plans with the customers until the end of the COVID19 pandemic emergency.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to approve awarding first place to essay #1 for the Tom Bovitz Scholarship Award; award a \$500 scholarship; and send on to the MMUA state level competition.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner Grinde to adjourn at 8:35 a.m. to the next regular meeting on April 15, 2020 at 8:00 am to be held remotely due to the COVID19 virus and pursuant to MN Statutes 13D.02, 13D.021 and 13D.04.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

Lori Maloney
Secretary

Accounts Payable

Check Register Totals Only

User: khatcher
Printed: 4/9/2020 - 4:25 PM



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
515606	04/10/2020	COM500	Commissioner of Revenue	53,417.00	0
515607	04/10/2020	HAL500	Halstad Telephone Company	1,458.27	0
515608	04/10/2020	MMP501	MMPA c/o Avant Energy	418,698.32	0
				<hr/> <hr/>	
				Check Total:	
				473,573.59	
				<hr/> <hr/>	

Accounts Payable

Check Register Totals Only

User: khatcher
 Printed: 4/13/2020 - 10:21 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
515609	04/15/2020	AIR502	Airgas USA, LLC	1,882.37	0
515610	04/15/2020	AME501	AmeriPride Services Inc	162.93	0
515611	04/15/2020	AQU501	Aqua-Pure Inc	7,285.13	0
515612	04/15/2020	UB*01068	Samantha J Bertsch	33.59	0
515613	04/15/2020	COR502	Corrpro Companies Inc	3,280.00	0
515614	04/15/2020	DAK502	Dakota Supply Group	302.96	0
515615	04/15/2020	DIA501	Diamond Cleaning Supply	393.39	0
515616	04/15/2020	EAG501	Eagle Electric	185.25	0
515617	04/15/2020	EGF501	EGF City	526,482.47	0
515618	04/15/2020	EXP501	Exponent	426.26	0
515619	04/15/2020	FOR505	Forum Communications Company	270.00	0
515620	04/15/2020	GAL501	Galstad Jensen & McCann PA	3,131.25	0
515621	04/15/2020	GOP501	Gopher State One-Call	22.95	0
515622	04/15/2020	GRA507	Grainger	64.84	0
515623	04/15/2020	GRA505	Graymont (WI) LLC	6,681.00	0
515624	04/15/2020	UB*01070	Graydon L Grensteiner	101.86	0
515625	04/15/2020	HAR501	Hardware Hank	197.89	0
515626	04/15/2020	HOM501	Home of Economy	68.88	0
515627	04/15/2020	HUG501	Hugo's #5	131.48	0
515628	04/15/2020	BOB501	Interstate Billing Service	228.57	0
515629	04/15/2020	UB*01067	Ubah H Ismail	45.04	0
515630	04/15/2020	UB*01069	Roger K Klemm	62.96	0
515631	04/15/2020	LOC501	Locators & Supplies Inc	207.82	0
515632	04/15/2020	MAH501	Mahube Community Council Inc	196.35	0
515633	04/15/2020	UB*01071	Aubrey A M Malnourie	150.87	0
515634	04/15/2020	UB*01066	Howard Meadows	25.09	0
515635	04/15/2020	MID501	Midcontinent Communications	250.00	0
515636	04/15/2020	MMU501	MN Municipal Utilities Assoc	5,193.75	0
515637	04/15/2020	NOR507	Northdale Oil	68.07	0
515638	04/15/2020	ORE501	O'Reilly Auto Parts	44.99	0
515639	04/15/2020	ORN501	Ornamental Iron Company	680.00	0
515640	04/15/2020	PIT504	Pitney Bowes	741.00	0
515641	04/15/2020	RES501	Resco	4,202.42	0
515642	04/15/2020	RYD501	Rydell Chevrolet	89.49	0
515643	04/15/2020	SUN500	Sun Dot Communications, LLC	89.99	0
515644	04/15/2020	SUR501	Surplus Center	48.00	0
515645	04/15/2020	THO571	Nathaniel Thompson	500.00	0
515646	04/15/2020	TKE501	Thyssenkrupp Elevator Corp	2,623.86	0
515647	04/15/2020	TOS502	Toshiba Financial Services	503.29	0
515648	04/15/2020	VER500	Verizon Wireless	278.68	0
515649	04/15/2020	WAT501	Water & Light Department	17,948.35	0
515650	04/15/2020	WAT500	Water Smith Inc.	7,783.00	0
515651	04/15/2020	WES501	Wesco Receivables Corp	5,091.93	0
515652	04/15/2020	XCE501	Xcel Energy	306.36	0
515653	04/15/2020	XCE502	Xcel Energy	4,483.90	0
Check Total:				602,948.28	

Rebates 4-15-20

Cowan	Dishwasher	\$ 50.00
Weber	Dishwasher	\$ 50.00
McDonald	ECM	\$ 150.00
Hangsleben	ECM	\$ 150.00
Cayler	ECM	\$ 150.00
Ringstad	El Water Heater	\$ 50.00
Kassa	Recycle	\$ 50.00
Olson	Refrigerator	<u>\$ 75.00</u>
Total		\$ 725.00

Request for W&L Commission Action

Date: April 9, 2020

To: East Grand Forks Water & Light Commissioners; Keith Mykleseth, General Manager

From: Todd Forster, WSN, Inc.

RE: Material recommendations for the 2020 Miscellaneous Materials quote

Background:

Quotations for the 2020 Miscellaneous Materials will be accepted until April 13, 2020 at 2:00 PM CDT. Quotation packages were sent out to Border States Electric; Stuart C. Irby Company; Dakota Supply Group; Rural Electric Supply Cooperative; Graybar; Energy Product Sales; and WESCO Distribution. As the quotations are due after the deadline to submit this Request for Commission Action, we were not able to submit the quotation evaluation tabulation with this request. The results of the quotation evaluation tabulation and our recommendations for award will be presented at the meeting for Commission review and discussion.

Recommendation:

Approval and award of 2020 Miscellaneous Materials quotes to the lowest evaluated quotation submitter meeting the Specifications as recommended by the Engineer, WSN, Inc.