



# East Grand Forks Water & Light Department

*Life Connected Since 1909*

## **Water & Light Commission Meeting Agenda** November 04, 2020 8:00 a.m., Remote Session

1. Call meeting to order
2. Approve minutes from previous meeting –  
October 21, 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. Watermain Replacement 2021
8. Department Heads
9. Commissioner's reports
10. Adjourn to November 18, 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 on October 21, 2020 at 8:00 a.m held remotely due to the COVID 19 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 October 7, 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 \$731,902.80.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to approve the hiring of Chris Lelm as Water Distribution Maintenance Operator Entry position with a starting salary of \$24.43/hour and a start date of 10-22-20.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner Grinde to adjourn at 8:40 a.m. to the next regular meeting on November 4, 2020 at 8:00 am to be held remotely due to the COVID 19 virus pandemic and pursuant to MN Statutes 13D.02, 13D.021 and 13D.04.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

Lori Maloney  
Commission Secretary

# Accounts Payable

## Check Register Totals Only

User: khatcher  
 Printed: 11/2/2020 - 3:03 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
516180	11/04/2020	ACM502	Acme Electric Companies	600.51	0
516181	11/04/2020	ADV501	Advanced Business Methods	69.70	0
516182	11/04/2020	ALT501	Altec Industries Inc	533.34	0
516183	11/04/2020	AQU501	Aqua-Pure Inc	177.50	0
516184	11/04/2020	ARA500	Aramark	357.15	0
516185	11/04/2020	BOM561	Troy Boman	500.00	0
516186	11/04/2020	UB*01142	Emily Brinker	188.84	0
516187	11/04/2020	BUS501	Business Essentials	550.54	0
516188	11/04/2020	UB*01139	Harrison J Coombs	103.00	0
516189	11/04/2020	EAG501	Eagle Electric	10,428.59	0
516190	11/04/2020	EGF501	EGF City	98,965.35	0
516191	11/04/2020	EXP501	Exponent	763.96	0
516192	11/04/2020	FIS501	Fisher Scientific Co LLC	562.63	0
516193	11/04/2020	FUS500	Fusion Automation Inc.	126,045.35	0
516194	11/04/2020	GAL501	Galstad Jensen & McCann PA	550.00	0
516195	11/04/2020	UB*01134	Rudy Garcia	31.20	0
516196	11/04/2020	GFT501	GF Thur-O-Clean	1,955.99	0
516197	11/04/2020	HAM561	Scott Hamilton	500.00	0
516198	11/04/2020	HAW501	Hawkins Inc	1,381.15	0
516199	11/04/2020	HOM501	Home of Economy	46.11	0
516200	11/04/2020	UB*01132	Ashley Jenson	113.80	0
516201	11/04/2020	JOH511	Johnson Controls	6,690.00	0
516202	11/04/2020	UB*01136	Nimo M Khalif	185.75	0
516203	11/04/2020	UB*01135	Franna Kubal	46.59	0
516204	11/04/2020	UB*01140	Zachary T Markovich	105.88	0
516205	11/04/2020	MID502	Midwest Refrigeration	837.90	0
516206	11/04/2020	UB*01133	Faduma Mussee	123.09	0
516207	11/04/2020	UB*01138	Saloan Namrood	113.52	0
516208	11/04/2020	NOR501	North-Holt Electric Inc	8,428.07	0
516209	11/04/2020	NOR507	Northdale Oil	23.36	0
516210	11/04/2020	NOR502	Northern Plumbing Supply	3,334.60	0
516211	11/04/2020	ORE501	O'Reilly Auto Parts	34.26	0
516212	11/04/2020	OFF500	Office Depot	42.40	0
516213	11/04/2020	PIT504	Pitney Bowes	1,032.00	0
516214	11/04/2020	UB*01141	Todd M Pollard	131.56	0
516215	11/04/2020	SAN566	Paul Santangelo	350.00	0
516216	11/04/2020	TOS502	Toshiba Financial Services	336.09	0
516217	11/04/2020	TRU501	True Temp Inc	404.62	0
516218	11/04/2020	USB502	US Bank Corporate Payment Systems	3,917.27	0
516219	11/04/2020	VER500	Verizon Wireless	313.77	0
516220	11/04/2020	VOI560	Jeffrey Voigt	350.00	0
516221	11/04/2020	WAT501	Water & Light Department	13,179.57	0
516222	11/04/2020	WID501	Widseth Smith Nolting & Assoc Inc	34,787.06	0
516223	11/04/2020	XCE501	Xcel Energy	138.73	0
516224	11/04/2020	UB*01137	Safiya I Yusuf	7.52	0
				Check Total:	319,338.32

### Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: BRIANNA M FEIL Account Number: \*\*8731 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account

10/15/2020	10/16/2020	240507	5331	VARIETY STORES	DOLLAR TREE	ND	541387365	\$ 5.36	<a href="#">Memo</a>		Not Reviewed	No
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Name: TODD GRABANSKI Account Number: \*\*6344 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account

10/14/2020	10/15/2020	240507	5046	WHOLESALE COMMERCIAL	LA EQUIPMENT SERVICES	CA	202842423	108.45	<a href="#">Memo</a>	100018989	Not Reviewed	No
10/16/2020	10/19/2020	240491	8999	PROFESSIONAL SERVICES	SQ *APEX APPAREL OF	ND	800429876	12.12	<a href="#">Memo</a>	XYNWWESD07WRSLL7 S	Not Reviewed	No

Name: KEVIN HATCHER Account Number: \*\*7331 Optional 1: Optional 2: Lost/Stolen Account: \*0143 Replacement Account: Billing Type: Centrally Billed Account

09/22/2020	09/23/2020	240499	5942	BOOK STORES	AMER PUBLIC POWER ASSO	VA	131623888	575.00	<a href="#">Memo</a>	AR0A6B34F801	Not Reviewed	No
10/14/2020	10/15/2020	240498	7311	ADVERTISING SERVICES	FACEBK BHKNNW2ZE2	CA	201665019	92.99	<a href="#">Memo</a>	420429000200589	Not Reviewed	No

Name: BRIAN JOHNSON Account Number: \*\*2647 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account

10/08/2020	10/12/2020	240491	9399	GOVERNMENT SERVICES-OTHER	DEPARTMENT OF LABOR AND I	MN	416007162	20.00	<a href="#">Memo</a>	MN1DL1000587376	Not Reviewed	No
10/08/2020	10/12/2020	240491	9399	GOVERNMENT SERVICES-OTHER	DEPARTMENT OF LABOR AND I	MN	416007162	20.00	<a href="#">Memo</a>	MN1DL1000587372	Not Reviewed	No

Name: KRIS KOVAR Account Number: \*\*9796 Optional 1: CITY OF EGF Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account

10/03/2020	10/05/2020	240499	5942	BOOK STORES	AMZN MKTP US*MK2TS8F50	WA	911646860	11.32	<a href="#">Memo</a>	112-8653392-70930	Not Reviewed	No
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### Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: JEFF OLSON Account Number: **9754 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">10/09/2020</a>	10/12/2020	240491	4900	UTILITIES-ELECTRIC, GAS, WA	MINNESOTA MUNICIPAL UT	MN		\$ 930.00	<a href="#">Memo</a>	56114	Not Reviewed	No

Name: RAY RAKOCZY Account Number: **5668 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">10/06/2020</a>	10/06/2020	240491	8999	PROFESSIONAL SERVICES	SQ *INTEGRITY SHIPPING &	ND	800429876	13.02	<a href="#">Memo</a>	00011529215095482	Not Reviewed	No
<a href="#">10/07/2020</a>	10/08/2020	240491	8999	PROFESSIONAL SERVICES	SQ *INTEGRITY SHIPPING &	ND	800429876	13.02	<a href="#">Memo</a>	00023058430132952	Not Reviewed	No

Name: MAREN SWINGEN Account Number: **9812 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">10/06/2020</a>	10/07/2020	240507	5411	GROCERY	HUGOS #5	MN		8.47	<a href="#">Memo</a>	06884680004VPRY702	Not Reviewed	No
				STORES.SUPERMARK						6614595		

Name: COREY THOMPSON Account Number: **9747 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">10/09/2020</a>	10/05/2020	240498	7399	BUSINESS SERVICES	AMAZON WEB SERVICES	WA	204938068	3.38	<a href="#">Memo</a>	327959047	Not Reviewed	No
				-OTHER								
<a href="#">10/09/2020</a>	10/12/2020	240498	5968	CONTINUITY SUBSCRIPTION	ZOOM.US	CA	611648780	16.06	<a href="#">Memo</a>	P-49063399	Not Reviewed	No

Total Number of Records: 14

Total **\$1,829.19**

End of Report

## Rebates 11-4-20

AC Tune up	Sandbeck	\$ 60.00
Dishwasher	Morin	\$ 50.00
ECM	McCauley	\$ 150.00
ECM/AC	Voigt	\$ 350.00
ECM/AC	Santangelo	\$ 350.00
LED	Hetland	\$ 32.50
LED	Riel	\$ 7.76
Recycle	Purcell	\$ 50.00
Recycle	Storey	\$ 50.00
Recycle	Hiott	\$ 50.00
Recycle	Effhauser	\$ 50.00
Refrigerator/Dishwasher	Lindemoen	\$ 125.00
Residential Weatherization	Hamilton - 2 Windows, 1 Door	\$ 500.00
Residential Weatherization	Boman - 12 Windows	\$ 500.00
	<b>Total</b>	<b><u>\$ 2,325.26</u></b>

# Request for Water and Light Commission Action

**Date:** 10/29/2020  
**To:** W&L Commissioners  
**From:** Jeff Olson  
**RE:** pre planning for water main replacement 2021

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## **Background:**

We are looking at two areas for replacement.

Central Ave from 4th St. to 9th St.

Alternate project if the street replacement is scheduled would be 20th St NW from 5th Ave NW to 8th Ave NW.

Depending on how the City moves on street replacement on 20th it would be wise to replace the water main also. The main is 50 years old and is AC pipe. Central Ave is cast iron pipe and there is a chance there might be a couple of lead service lines in that area from 4th to 9th St..

Getting the topo work done before the snow flies and then plans and specs put together for each of these areas will have us ready for one or the other of the replacement areas.

## **Recommendation:**

I'm asking the Commissioners for approving Widseth to get started on this for both areas.