



East Grand Forks Water & Light Department

Life Connected Since 1909

Water & Light Commission Meeting Agenda January 06, 2021 8:00 a.m., Remote Session

1. Organizational meeting called to order by City Attorney
2. Election of officers
3. Regular meeting called to order by newly elected President
4. Approve minutes from previous meeting –
December 16, 2020
5. Bills and payroll
6. Comments from the public
7. Reports
 - a. Widseth Smith Nolting
 - i. Todd
 - ii. Steve or Dustin
 - b. City Attorney
8. Old Business
 - a. Utility Billing Discussion
9. Department Heads
10. Commissioner's reports
11. Adjourn to January 20, 2021 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 December 16, 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 Grinde seconded by Commissioner Beauchamp that the minutes of the previous regular meeting of December 2, 2020 be approved as read.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner Grinde to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,207,211.74.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to approve and sign the Notification to Broker and Certification by Broker agreement.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to approve the hiring of Clinton Herrmann for the lineman position starting 12-28-20 at \$32.27/hour; and the hiring of Andrew Robertson for the apprentice lineman position starting 12-28-20 at \$29.53/hour.

Voting Aye: Quirk, Grinde, Beauchamp, DeMers

Voting Nay: None

It was moved by Commissioner DeMers seconded by Commissioner Beauchamp to adjourn at 8:30 a.m. to the next regular meeting on January 6, 2021 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: 12/23/2020 - 1:22 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
516331	12/23/2020	WAP500	Western Area Power Administration	127,930.13	0
				<hr/> <hr/>	
Check Total:				127,930.13	
				<hr/> <hr/>	

Accounts Payable

Check Register Totals Only

User: khatcher
 Printed: 1/4/2021 - 2:10 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
516332	01/06/2021	ACM502	Acme Electric Companies	39.58	0
516333	01/06/2021	ADV501	Advanced Business Methods	6,517.27	0
516334	01/06/2021	APP500	American Public Power Association	9,220.98	0
516335	01/06/2021	ARA500	Aramark	194.32	0
516336	01/06/2021	BOR501	Border States Electric Supply	3,891.30	0
516337	01/06/2021	BUS501	Business Essentials	178.08	0
516338	01/06/2021	CEN501	CenturyLink	59.22	0
516339	01/06/2021	BOB501	Clark Equipment Co.	2,659.44	0
516340	01/06/2021	D&M501	D&M Auto Body	1,000.00	0
516341	01/06/2021	DAK503	Dakota Mailing & Shipping Equip Inc	957.85	0
516342	01/06/2021	DIA501	Diamond Cleaning Supply	148.90	0
516343	01/06/2021	EGF501	EGF City	188,458.63	0
516344	01/06/2021	UB*01155	Chris P Erickson	134.87	0
516345	01/06/2021	EXP501	Exponent	528.62	0
516346	01/06/2021	FRA501	Frandsen Bank & Trust	1,463.80	0
516347	01/06/2021	GFF501	GF Fire Equipment	76.95	0
516348	01/06/2021	GFT501	GF Thur-O-Clean	1,615.43	0
516349	01/06/2021	GRA505	Graymont (WI) LLC	6,619.80	0
516350	01/06/2021	UB*01159	Payton A Halland	93.67	0
516351	01/06/2021	HAL500	Halstad Telephone Company	1,463.92	0
516352	01/06/2021	UB*01157	Halima S Hassan	15.69	0
516353	01/06/2021	HAW501	Hawkins Inc	2,514.70	0
516354	01/06/2021	HOM501	Home of Economy	498.55	0
516355	01/06/2021	UB*01156	John E Hovell	18.96	0
516356	01/06/2021	IHM500	iHeartMedia	549.00	0
516357	01/06/2021	INT503	Integrated Process Solutions Inc	2,489.50	0
516358	01/06/2021	UB*01163	Jama Jama	28.11	0
516359	01/06/2021	UB*01160	Jacie E Janorschke	75.94	0
516360	01/06/2021	KEI501	Keith's Security World	37.00	0
516361	01/06/2021	UB*01154	Veronica Maszk	2.25	0
516362	01/06/2021	MAY501	Mayo Mfg Inc	4,080.00	0
516363	01/06/2021	UB*01158	Kyle A Olson	133.53	0
516364	01/06/2021	UB*01162	Premier Homes & Builders	293.90	0
516365	01/06/2021	UB*01161	Evangeline Qualley	5.85	0
516366	01/06/2021	RED501	Red Wing Business Advantage Acct	500.00	0
516367	01/06/2021	SMI561	Roger Smith	500.00	0
516368	01/06/2021	SPR500	Springbrook Holding Company LLC	52,487.39	0
516369	01/06/2021	STR561	William & Jennifer Straw	500.00	0
516370	01/06/2021	TOS502	Toshiba Financial Services	503.58	0
516371	01/06/2021	USB502	US Bank Corporate Payment Systems	2,892.95	0
516372	01/06/2021	VER500	Verizon Wireless	313.77	0
516373	01/06/2021	WOL564	Craig Wald	364.99	0
516374	01/06/2021	WAT501	Water & Light Department	15,366.56	0
516375	01/06/2021	WES501	Wesco Receivables Corp	7,353.06	0
516376	01/06/2021	UB*01164	Mary Wessman	179.74	0
516377	01/06/2021	WID501	Widseth Smith Nolting & Assoc Inc	29,080.00	0
516378	01/06/2021	XCE501	Xcel Energy	3,094.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
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Check Total:

349,201.65

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: KEVIN HATCHER Account Number: **7331 Optional 1: Optional 2: Lost/Stolen Account: **0143 Replacement Account: Billing Type: Centrally Billed Account												
12/17/2020	12/18/2020	240498	7392	MANAGEMENT,CONSULTI	MYENERGYTRAINING	CA		\$ 250.00	Memo	25071736	Not Reviewed	No
NG												

Name: BRIAN JOHNSON Account Number: **2647 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
12/03/2020	12/04/2020	240491	8999	PROFESSIONAL SERVICES	SQ *INTEGRITY SHIPP	ND	800429876	13.02	Memo	HQPTGF11ABSZZ3NGA	Not Reviewed	No
12/09/2020	12/10/2020	240491	8999	PROFESSIONAL SERVICES	SQ *INTEGRITY SHIPP	ND	800429876	13.02	Memo	PHKL40XVVBGQHCLWR	Not Reviewed	No
12/14/2020	12/15/2020	240491	8999	PROFESSIONAL SERVICES	SQ *INTEGRITY SHIPP	ND	800429876	13.02	Memo	5KQJPUJBXNH31ZYQX	Not Reviewed	No
12/17/2020	12/18/2020	240507	5047	WHOLESALE MED/DENTAL	TFS*FISHER SCI ATL	GA	232942737	868.47	Memo	POTASSIUM IODIDE	Not Reviewed	No

Name: JEFF OLSON Account Number: **9754 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
11/24/2020	11/25/2020	240500	5691	MEN AND LADIES	TNT OUTFITTERS INC	MN	411454874	143.99	Memo		Not Reviewed	No
CLOTHING STORES												

Name: MAREN SWINGEN Account Number: **9812 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
11/24/2020	11/27/2020	240507	5039	WHOLESALE CONSTRUCT	PORTA-MIX CONCRETE INC	MN	411234579	18.74	Memo	0001	Not Reviewed	No
12/15/2020	12/16/2020	240500	5999	MISCELLANEOUS AND	BATTERIES PLUS - #0024	ND	911772624	13.93	Memo	P34560134	Not Reviewed	No
SPECIAL												

Name: COREY THOMPSON Account Number: **9747 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
11/27/2020	11/30/2020	240507	5045	WHOLESALE COMPUTERS/	SHI INTERNATIONAL CORP	NJ	223009648	1,697.70	Memo	AdbbelGA	Not Reviewed	No

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
12/03/2020	12/04/2020	240498	7399	BUSINESS SERVICES -OTHER	AMAZON WEB SERVICES	WA	204938068	\$ 3.38	Memo	343258501	Not Reviewed	No
12/09/2020	12/10/2020	240491	4814	TELECOM SVC/CRED CRD CALL	ZOOM.US 888-799-9666	CA	611648780	16.06	Memo	57780580	Not Reviewed	No

Total Number of Records: 11

Total **\$3,051.33**

End of Report

Rebates 1-6-21

Commercial Custom	Frandsen Bank & Trust - New Signage	\$ 1,463.80
Commercial Lighting New Construction	Mayo Manufacturing - 40 LED fixtures	\$ 3,920.00
Commercial Lighting Replacement	D&M Auto Body - 10 LED fixtures	\$ 1,000.00
Commercial Lighting Replacement	Mayo Manufacturing - 2 LED fixtures	\$ 160.00
Dishwasher	Bragg	\$ 50.00
ECM	Westacott	\$ 150.00
ECM	Johnson	\$ 150.00
ECM	Young	\$ 150.00
EI Water Heater	Hearn	\$ 50.00
EI Water Heater	Thorson	\$ 50.00
Residential Weatherization	Smith - 2 Entry Doors	\$ 500.00
Residential Weatherization	Straw - 2 Entry Doors	\$ 500.00
Residential Weatherization	Wald - Attic Insulation	\$ 364.99
	Total	\$ 8,508.79