



East Grand Forks Water & Light Department

Life Connected Since 1909

Water & Light Commission Meeting Agenda April 07, 2021 8:00 a.m., Remote Session

1. Call meeting to order
2. Approve minutes from previous meeting –
March 17, 2021
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. Water Treatment Plant Summer
Internship
8. 2021 Tom Bovitz Scholarship Award
9. Department Heads
10. Commissioner's reports
11. Adjourn to April 21, 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 March 17, 2021 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: Grinde, Beauchamp, Quirk, 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 Quirk seconded by Commissioner Beauchamp that the minutes of the previous regular meeting of March 3, 2021, be approved as read.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner Quirk to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,354,027.19.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner Quirk to approve awarding the bid for the 2021 Electrical Distribution Construction Project to Fusion Automation Inc. in the amount of \$34,389.40.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Beauchamp to adjourn at 8:35 a.m. to the next regular meeting on April 7, 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: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

Lori Maloney
Commission Secretary

Accounts Payable

Check Register Totals Only

User: khatcher
 Printed: 4/5/2021 - 2:49 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
516574	04/07/2021	ACM502	Acme Electric Companies	72.14	0
516575	04/07/2021	ADV501	Advanced Business Methods	69.07	0
516576	04/07/2021	AES500	Advanced Engineering and Environme	4,123.50	0
516577	04/07/2021	UB*01189	Lucas Anderson	18.94	0
516578	04/07/2021	ARA500	Aramark	357.15	0
516579	04/07/2021	UB*01188	Mohamed Badel	129.49	0
516580	04/07/2021	BER564	Rollin Bergman	360.00	0
516581	04/07/2021	BOR501	Border States Electric Supply	11,451.92	0
516582	04/07/2021	BUS501	Business Essentials	379.49	0
516583	04/07/2021	COR503	Core & Main	402.59	0
516584	04/07/2021	DIA501	Diamond Cleaning Supply	653.37	0
516585	04/07/2021	EGF501	EGF City	150,450.99	0
516586	04/07/2021	EXP501	Exponent	508.48	0
516587	04/07/2021	FIS501	Fisher Scientific Co LLC	605.04	0
516588	04/07/2021	FOR501	Forklifts of MN Inc	142.18	0
516589	04/07/2021	GFT501	GF Thur-O-Clean	1,660.32	0
516590	04/07/2021	GOP501	Gopher State One-Call	45.90	0
516591	04/07/2021	GRA507	Grainger	57.76	0
516592	04/07/2021	GRA505	Graymont (WI) LLC	6,415.57	0
516593	04/07/2021	HAC501	Hach Company	1,987.19	0
516594	04/07/2021	UB*01186	Risalo A Hassan	169.36	0
516595	04/07/2021	HAW501	Hawkins Inc	3,785.15	0
516596	04/07/2021	HOM501	Home of Economy	29.54	0
516597	04/07/2021	HUG501	Hugo's #5	37.55	0
516598	04/07/2021	IHM500	iHeartMedia	549.00	0
516599	04/07/2021	INT503	Integrated Process Solutions Inc	2,615.00	0
516600	04/07/2021	BOB501	Interstate Billing Service	1,208.49	0
516601	04/07/2021	UB*01185	Angela Lindseth	109.08	0
516602	04/07/2021	HAR501	Local Ace	108.54	0
516603	04/07/2021	WIN500	Milbank Winwater Works	5,121.71	0
516604	04/07/2021	MMP501	MMPA c/o Avant Energy	616,578.67	0
516605	04/07/2021	MMU501	MN Municipal Utilities Assoc	5,212.50	0
516606	04/07/2021	NAL501	Nalco Company	1,192.50	0
516607	04/07/2021	NOR507	Northdale Oil	23.14	0
516608	04/07/2021	ORE501	O'Reilly Auto Parts	716.75	0
516609	04/07/2021	OFF500	Office Depot	110.57	0
516610	04/07/2021	OLS501	Olsen Chain & Cable Inc	665.00	0
516611	04/07/2021	PIT501	Pitney Bowes	5,000.00	0
516612	04/07/2021	PSD501	PS Garage Doors	188.70	0
516613	04/07/2021	RES501	Resco	5,561.93	0
516614	04/07/2021	RIV503	River Cinema	980.00	0
516615	04/07/2021	RMB500	RMB Environmental Laboratories, Inc	95.00	0
516616	04/07/2021	UB*01187	Aliah K Schuer	81.05	0
516617	04/07/2021	STU501	Stuart C Irby Co	206.22	0
516618	04/07/2021	TKE501	TK Elevator	581.32	0
516619	04/07/2021	TOS502	Toshiba Financial Services	483.64	0
516620	04/07/2021	USB502	US Bank Corporate Payment Systems	4,904.48	0
516621	04/07/2021	VAL501	Valley Door	80.00	0
516622	04/07/2021	VER500	Verizon Wireless	313.92	0
516623	04/07/2021	WAT501	Water & Light Department	14,885.55	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
516624	04/07/2021	WAT503	Water Research Foundation	1,135.00	0
516625	04/07/2021	WES501	Wesco Receivables Corp	4,017.23	0
516626	04/07/2021	WAP500	Western Area Power Administration	154,048.80	0
516627	04/07/2021	WID501	Widseth Smith Nolting & Assoc Inc	38,767.21	0
516628	04/07/2021	WIN501	Winsupply of Grand Forks	295.00	0
516629	04/07/2021	XCE501	Xcel Energy	2,729.47	0
				<hr/> <hr/>	
Check Total:				1,052,478.16	
				<hr/> <hr/>	

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: BRIANNA M FEIL Account Number: **8731 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
03/17/2021	03/18/2021	240498	7338	QUICK COPY & REPRODUCTION	FEDEX OFFICE61000006106	ND	770433330	\$ 80.12	Memo	LAM	Not Reviewed	No
Name: KEVIN HATCHER Account Number: **7331 Optional 1: Optional 2: Lost/Stolen Account: **0143 Replacement Account: Billing Type: Centrally Billed Account												
03/16/2021	03/17/2021	240491	9399	GOVERNMENT SERVICES-OTHER	USGS - RMS	VA	530196958	2,680.00	Memo	76087139650	Not Reviewed	No
Name: BRIAN JOHNSON Account Number: **2647 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
03/02/2021	03/03/2021	240491	8999	PROFESSIONAL SERVICES	SQ *INTEGRITY SHIPPING &	ND	800429876	12.64	Memo	00011529215099046	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												
03/16/2021	03/17/2021	240507	5044	WHOLESALE PHOTO EQPT	B&H PHOTO 800-606-6969	NY	132768071	362.08	Memo	75818244	Not Reviewed	No
03/17/2021	03/18/2021	240499	5942	BOOK STORES	AMAZON.COM*Z33F08G03	WA	911646860	116.10	Memo	112-5104971-61810	Not Reviewed	No
Name: MEL METZ Account Number: **0924 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
02/22/2021	02/23/2021	240506	5642	AUTOMATED FUEL DISPENSERS	HOLIDAY STATIONS 3548	MN	410880942	27.70	Memo	00013837	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
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

Name: MAREN SWINGEN Account Number: **9812 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account

[02/26/2021](#) 03/01/2021 240499 5942 BOOK STORES AMZN MKTP US*RT06FP2133 WA 911646860 \$ 14.99 [Memo](#) 111-3845292-69714 Not Reviewed No

Name: COREY THOMPSON Account Number: **9747 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account

[02/25/2021](#) 02/26/2021 240498 7372 COMPUTER AND DATA PROCESS HOVER MS 721341588 202.32 [Memo](#) 90363508 Not Reviewed No

[03/03/2021](#) 03/04/2021 240498 7399 BUSINESS SERVICES -OTHER AMAZON WEB SERVICES WA 204938068 3.16 [Memo](#) 363638546 Not Reviewed No

[03/05/2021](#) 03/08/2021 240499 5734 COMPUTER SOFTWARE STORES SP * NETGATE TX 392078979 1,610.97 [Memo](#) 02314051 Not Reviewed No

[03/09/2021](#) 03/10/2021 240491 4814 TELECOM SVC/CRED CRD CALL ZOOM.US 888-799-9666 CA 611648780 16.06 [Memo](#) 20419141 Not Reviewed No

Total Number of Records: 11

\$5,126.14

End of Report

Rebates 4-7-21

ECM	Mack	\$ 150.00
ECM	Kendle	\$ 150.00
EI Water Heater	Wang	\$ 50.00
EI Water Heater	Lundquist	\$ 50.00
Front Load Washer & Refrigerator	Baune	\$ 175.00
LED	Bergman	\$ 360.00
Recycle	Rositas	\$ 50.00
Recycle	Grabanski	\$ 50.00
Refrigerator & Dishwasher	Jelliff	\$ 125.00
Refrigerator & Dishwasher	Vervalen	\$ 125.00
Top Load Washer	Enright	\$ 75.00
Total		<u>\$ 1,360.00</u>

Request for Water and Light Commission Action

Date: 4-1-2021
To: Water & Light Commission; GM Keith Mykleseth
From: Brian Johnson
RE: WTP Summer Internship Program

Background:

In the past we have offered Summer Internship positions to Vermilion Community College (VCC) students in the Water Resources Management Program, as well as local UND students in the Engineering and Chemistry Departments. Our internship program includes water treatment plant operations, distribution system principles. Plus equipment, building and grounds maintenance. The program benefited both the student and the department. Rate of pay for the position is \$17.00/hr.

I am seeking approval to offer this program again to a VCC student.

Recommendation:

Approve to hire one VCC student for the Summer Internship Program at \$17.00/hr.

Request for Commission Action

Date: 4/5/2021

To: East Grand Forks Water & Light Commissioners

From: Kevin Hatcher

RE: Tom Bovitz Scholarship Award

Background:

In January 2021, our department presented MMUA's Tom Bovitz Scholarship opportunity to high school seniors from Sacred Heart and East Grand Forks. For the scholarship, the Water and Light Commissioners will review the candidates' essays and select a winner to advance into MMUA's contest for a chance to win \$500-\$2,000 in scholarship money. Additionally, this year's winner will be awarded \$500 in scholarship money from our department. This year's submissions has been included in the agenda packet.

Recommendation:

Select a candidate as the winner of the \$500 scholarship from the department and allow advancement into entry of MMUA's Tom Bovitz Scholarship contest.

Essay #1

Tom Bovitz Memorial Scholarship Award

This past year, we have experienced an unprecedented rise in natural disasters. In my community, we have lived through more cold weather, blizzards, and floods than ever before. In order to stay safe during these tragic events, the entire community has to rely on our municipal utilities. Without access to water and light, our community isn't able to run. These are essential resources that we often take for granted. Until we no longer have access to them, we just assume they will always be there. These resources are truly good for all of us because they provide services we can trust in, help protect the environment, and equip all citizens with the resources they need.

First, municipal utilities provide services we can trust in. Until an inconvenience arises with these services, I typically forget about the work that goes into providing them. However, I think this is a good thing. Citizens should not have to worry about where these essential services are coming from each day. Trusting that the water will run and the lights will turn on every morning is beneficial to everyone. Being able to trust in our public utilities is important. In my community, we rarely have power outages due to the tireless work of the employees at EGF Water and Light. I am grateful that I can trust that these resources will always be available and I don't have to live my life in worry that they won't be there one day.

Next, municipal utilities help protect the environment. In East Grand Forks, citizens have the option to choose between having 50%, 75%, or 100% of their power come from clean energy sources. This additional cost is only \$1, \$2, or \$3 depending on the percentage chosen. If each household had to switch to renewable sources on their own, this cost would be much higher. Most people are not able to afford renewable energy on their own. However, when a public utility decides to offer this option, it offsets the cost for everyday families. The EGF Water and Light Department also works to educate the public about how to be environmentally conscious.

Their website and newsletters always include energy and water-saving tips to help citizens conserve energy and save money. Without these financial and educational benefits, our community wouldn't be as clean and beautiful as it is now.

Finally, municipal utilities help provide utilities to all citizens. The East Grand Forks Water and Light Department works to help low-income households afford heating and electricity through the Energy Assistance Program and HeatShare. These programs especially help senior citizens, people with disabilities, and those who experienced an emergency recently. By reducing the cost for those in need, everyone in our town is able to live safely. When municipal utilities offer programs such as this, everyone benefits. Ensuring that everyone in a community has access to water, electricity, and light is important for the well-being of everyone.

I am grateful for the work done behind the scenes every day to provide these essential resources to my community. Whether it be providing services we can trust in, protecting the environment, or making utilities affordable to all citizens, our municipal utilities in Minnesota help us in tremendous ways. Without them, our communities would not be as clean and safe as they are today. Municipal utilities truly are good for all of us.

Essentially Needed

East Grand Forks Water and Light is a municipal utility in my hometown of East Grand Forks. They have done an excellent job during my ten years of living here. There has never been an issue with either the lighting or the water in my house. Even during the coldest times of the year, East Grand Forks Water and Light have been able to provide me with water and light without any issues. Meanwhile, I hear about greedy companies that provide worse power to their customers who have to pay way more than I do. I think municipal utilities are better than general energy companies who are only interested in profit.

In 2019, there were a total of 950 municipal utilities in the U.S. Why so many? The reason why is because they are essential. These non-profit organizations provide public power to hundreds upon thousands of homes and businesses throughout the state of Minnesota alone. The great thing about municipal utilities is that they serve the people, they don't care about profit for themselves, they care about the people. I can say the same for my utility company because of the low rates we pay and the excellent service provided. Not only do municipal utilities care about people, but they also have low costs, good service, and contributions to the local community. Overall, without municipal utilities, people would have to deal with a lot more problems.

Climate change has been a recent issue in our world, and companies aren't helping to stop it, unlike municipal utilities. The municipal utilities around the U.S. have known about and used renewable energy for a long time. For example, the Minnesota Municipal Utilities Association began using hydropower at a time when it was expensive, and they have continued to be more energy-efficient each year. In 2019, approximately 40% of public power facilities' electricity was generated from non-carbon emitting sources. Even when other utility companies went against climate change, municipal utilities made the right decision in making a change.

10% of the electricity generated in the U.S. is from public power departments. The local economy benefits from these utility departments because they generate more than \$60 billion in annual revenue and give back more than \$2 billion yearly straight to the community. Not only are the local municipal utilities owned by the community, but they also hire people from that area, meaning more job opportunities for people. I know many people in my town who work at East Grand Forks Water and Light, and they are paid a fair amount for their work. One in seven Americans are served by a public power utility, which makes sense because of how great they are. Energy is not something to take for granted, considering how much it does for people, especially municipal utilities.

In conclusion, municipal utilities are essential, important, and caring for the communities they serve. Public utilities are non-profit organizations that cater to the needs of the local communities they serve, they have addressed and made a change for climate change, and they have given back to the communities. Specifically, the Minnesota Municipal Utilities Association has been doing wonders for the state of Minnesota, considering the issue of climate change. My local power department has done great work for my family and me. All in all, municipal utilities are better than companies looking for profit. Municipal utilities are for the citizens of the United States and every action they take proves that.