



East Grand Forks Water & Light Department

Life Connected Since 1909

Water & Light Commission Meeting Agenda June 16, 2021 8:00 a.m., City Hall Council Chambers

1. Call meeting to order
2. Approve minutes from previous meeting - June 02, 2021
3. Bills and payroll
4. Comments from the public
5. Reports
 - a. Widsyth Smith Nolting
 - i. Todd
 - ii. Steve or Dustin
 - b. City Attorney
6. Old Business
7. 6 Month Probationary Period - Herrmann & Robertson
8. Installation of Electric Vehicle Charging Stations
9. Exponent - Meeting Minutes
10. Department Heads
11. Commissioner's reports
12. Adjourn to July 07, 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 June 2, 2021 at 8:00 a.m held in the City Council Chambers at City Hall and remotely due to the COVID 19 virus pandemic and pursuant to MN Statutes 13D.02, 13D.021 and 13D.04 for those not able to attend in person.

Present: Grinde, Beauchamp, Quirk, DeMers

Absent: None

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

It was moved by Commissioner Quirk seconded by Commissioner Beauchamp that the minutes of the previous regular meeting of May 19, 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 \$239,151.03.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Beauchamp to approve declaring transformers as salvage.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Beauchamp to approve installation of two farm hydrants next to the City flower gardens on Central Avenue as part of the 2021 Water Main Replacement Project; a change order will need to be prepared for signature with Taggart Construction.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Beauchamp to adjourn at 8:45 a.m. to the next regular meeting on June 16, 2021 at 8:00 am to be held in the City Council Chambers at City Hall. Social Distancing recommendations will be followed. Hybrid options will also be available for those not able to attend in person.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

Lori Maloney
Commission Secretary

Accounts Payable
Check Register Totals Only

User: khatcher
Printed: 6/9/2021 - 9:28 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
516767	06/09/2021	COM500	Commissioner of Revenue	84,546.00	0
516768	06/09/2021	HAL500	Halstad Telephone Company	1,464.30	0
516769	06/09/2021	MMP501	MMPA c/o Avant Energy	253,127.45	0
516770	06/09/2021	VER500	Verizon Wireless	313.95	0
				<hr/> <hr/>	
Check Total:				339,451.70	
				<hr/> <hr/>	

Accounts Payable

Check Register Totals Only

User: khatcher
 Printed: 6/14/2021 - 10:12 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
516771	06/16/2021	ACM502	Acme Electric Companies	186.34	0
516772	06/16/2021	AES500	Advanced Engineering and Environme	1,231.75	0
516773	06/16/2021	APC500	American Payment Centers	236.79	0
516774	06/16/2021	AQU501	Aqua-Pure Inc	23,230.88	0
516775	06/16/2021	ARA500	Aramark	194.32	0
516776	06/16/2021	BOR501	Border States Electric Supply	1,516.22	0
516777	06/16/2021	BRA500	Brady Martz & Associates P.C.	3,790.00	0
516778	06/16/2021	BUS501	Business Essentials	27.00	0
516779	06/16/2021	CAR505	Cariveau Concrete Construction	3,613.00	0
516780	06/16/2021	CEN501	CenturyLink	97.36	0
516781	06/16/2021	COM505	Complete Pest Control Inc	200.00	0
516782	06/16/2021	CON501	Connect Interiors	4,358.81	0
516783	06/16/2021	COR503	Core & Main	11,518.77	0
516784	06/16/2021	UB*01201	Mary Delisle	193.37	0
516785	06/16/2021	UB*01203	Arthur Duff	50.15	0
516786	06/16/2021	EGF501	EGF City	507,015.66	0
516787	06/16/2021	EXP501	Exponent	520.98	0
516788	06/16/2021	FOR505	Forum Communications Company	270.00	0
516789	06/16/2021	GAL501	Galstad Jensen & McCann PA	1,471.50	0
516790	06/16/2021	GFF501	GF Fire Equipment	24.30	0
516791	06/16/2021	GOP501	Gopher State One-Call	241.65	0
516792	06/16/2021	GRA504	Graybar	201.26	0
516793	06/16/2021	HAW501	Hawkins Inc	434.64	0
516794	06/16/2021	HOM501	Home of Economy	41.37	0
516795	06/16/2021	HUG501	Hugo's #5	26.81	0
516796	06/16/2021	JER501	Jerry's Electric Inc	262.50	0
516797	06/16/2021	UB*01204	Jody Johnson	163.37	0
516798	06/16/2021	KRO500	KROX-AM	200.00	0
516799	06/16/2021	HAR501	Local Ace	430.53	0
516800	06/16/2021	UB*01205	Jeffrey & Audrea McGee	144.74	0
516801	06/16/2021	MID501	Midcontinent Communications	250.00	0
516802	06/16/2021	MND501	MN Dept of Commerce	3,066.36	0
516803	06/16/2021	MND504	MN Dept of Health	32.00	0
516804	06/16/2021	MNR502	MN Rural Water Association	500.00	0
516805	06/16/2021	UB*01202	Mohamud J Mohamed	373.75	0
516806	06/16/2021	UB*01206	Holly Nelson	120.16	0
516807	06/16/2021	UB*01207	Perry Ostmo	59.84	0
516808	06/16/2021	RMB500	RMB Environmental Laboratories, Inc	205.00	0
516809	06/16/2021	UB*01208	Austin Scott	174.99	0
516810	06/16/2021	SEN501	Sensus USA, Inc.	3,722.06	0
516811	06/16/2021	STU502	Stuart's Towing	150.00	0
516812	06/16/2021	SUN500	Sun Dot Communications, LLC	89.99	0
516813	06/16/2021	TAG500	Taggart Contracting Inc.	75,256.20	0
516814	06/16/2021	USP501	US Postal Service	188.00	0
516815	06/16/2021	WAT501	Water & Light Department	2,806.41	0
516816	06/16/2021	WAP500	Western Area Power Administration	117,031.29	0
516817	06/16/2021	WID501	Widseth Smith Nolting & Assoc Inc	20,190.72	0
516818	06/16/2021	WIL500	Wilbur-Ellis Company LLC	488.16	0
516819	06/16/2021	WIL566	Andrew Williams	500.00	0
516820	06/16/2021	WIN501	Winsupply of Grand Forks	926.49	0

Rebates 6-16-21

AC Tune up	Anderson	\$	60.00
AC Tune up	Ellingson	\$	60.00
AC Tune up	Eslinger	\$	60.00
AC Tune up	Franklin	\$	60.00
AC Tune up	Hangsleben	\$	60.00
AC Tune up	Holbeck	\$	60.00
AC Tune up	Holte	\$	60.00
AC Tune up	Jones	\$	60.00
AC Tune up	Landa (2)	\$	120.00
AC Tune up	Mochoruk	\$	60.00
AC Tune up	Redvers	\$	60.00
AC Tune up	Salvhus	\$	60.00
AC Tune up	Spencer	\$	60.00
AC Tune up	Swang	\$	60.00
AC Tune up	Traub	\$	60.00
AC Tune up	Vasek	\$	60.00
AC Tune up	Vingelen	\$	60.00
AC Tune up	Whetzel	\$	60.00
ECM	Wolf	\$	150.00
Residential Weatherization	Williams - 10 Windows	\$	500.00
	Total	\$	1,790.00

Request for Water and Light Commission Action

Date: 6/11/2021

To: Water and Light Commissioners

From: Jeff Olson

RE: 6 month probation period for Andrew Robertson and Clinton Hermann

Background:

Andrew Robertson and Clinton Hermann will reach their 6 month probation period June 28 2021.

My 6 month review of their performance includes good electrical knowledge, great attitudes, willingness to learn our system, and have adapted very well to our department.

Recommendation:

It is my recommendation that the Commission grant permanent employment to both Andrew Robertson and Clinton Hermann.

Request for Commission Action

Date: 6-14-21

To: Water & Light Commissioners

From: Kevin Hatcher

RE: Installation of Electric Vehicle Charging Stations

Background:

As the Commissioners are aware, our department has been collaborating with Minnesota Municipal Power Agency (MMPA) on installing level two electric vehicle charging stations within East Grand Forks. The first proposed location is at the Fairfield Inn. This unit will be fully paid (equipment, installation, and maintenance) by MMPA. The second location is within the city's main parking lot by restaurant row and River Cinema. Water and Light Department's expected total cost for this second station is approximately \$10,000. Enclosed are the maps of the proposed locations. The City of East Grand Forks is aware of the proposed location within the city-owned parking lot, and City Council shared no reluctance when presented at the 6/8 work session. Chargers are planned to be installed and fully operational by November of 2021.

Recommendation:

Approve the proposed locations to install the two electric vehicle charging stations

Approve East Grand Forks Water & Light Department to pay for the second charging station located within the city owned parking lot

Ave NE

5th Ave NE

5th Ave NE

5th A

Transformer

Secondary location

Preferred location

\$89

1009

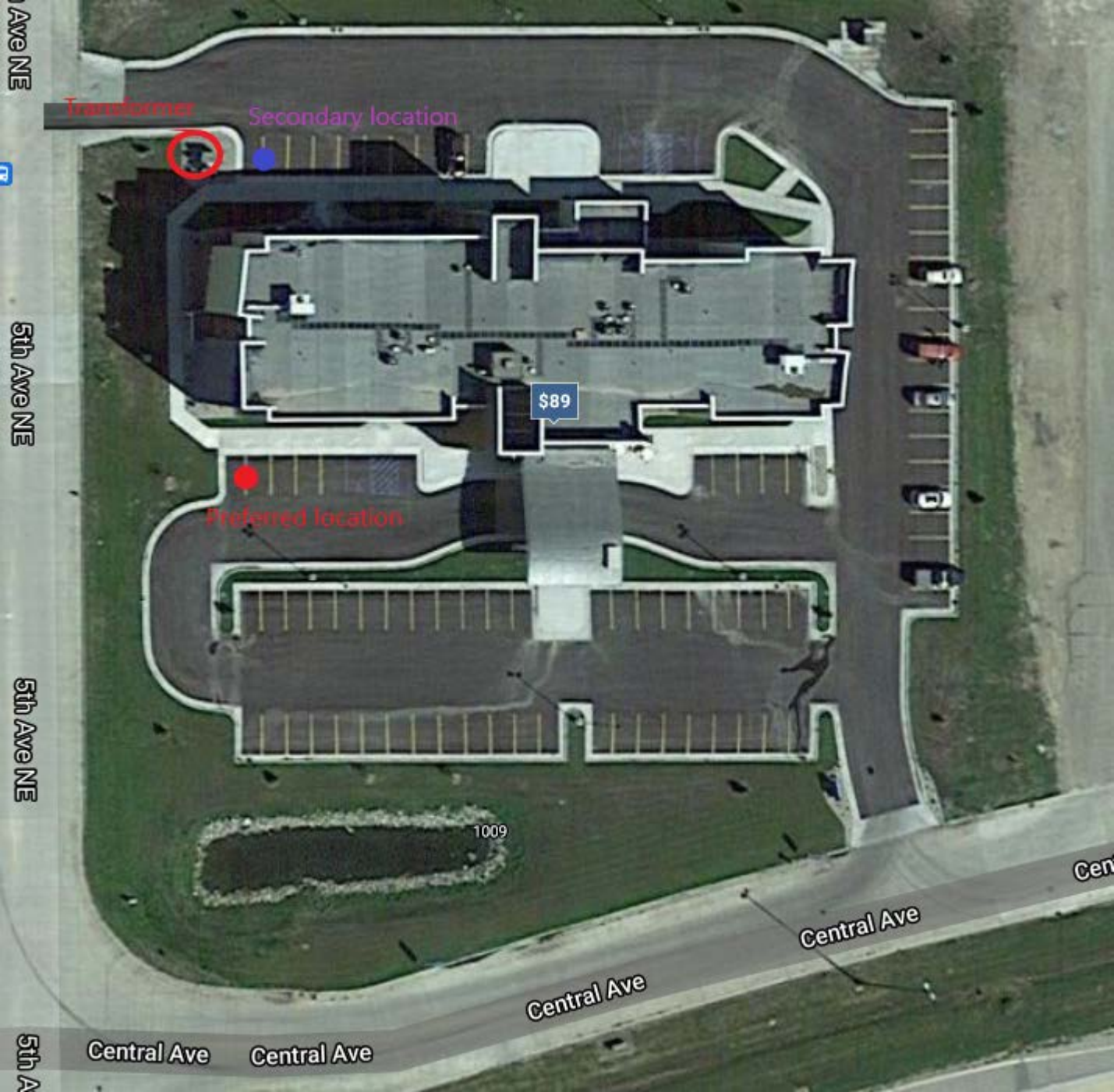
Central Ave

Central Ave

Central Ave

Central Ave

Cent



5th Ave NW

3rd St NW

3rd St NW

3rd St NW

Recommended location



Transformer



River Cinema 15
15-screen theater for
mainstream movies
4 min drive-home

Request for Water and Light Commission Action

Date: 6-11-2021

To: Water and Light Commission

From: Keith Mykleseth

RE: Publishing Water and Light Commission Meeting Minutes in newspaper

Background:

The Water and Light Department has been publishing the Water and Light Commission Meeting Minutes in the local newspaper for years. We recently became aware that we are not required to publish the minutes. If the Water and Light Commission decides to not publish the minutes, we need to pass a resolution stating that the Commission chooses to keep the official minutes on file at the Water and Light Department Business Office and will mail a copy to any resident who requests one free of charge. The meeting minutes are also posted on the Water and Light Department Website as well. It presently costs Water and Light \$275 per month to publish the minutes.

Recommendation:

Recommend the Water and Light Commission instruct City Attorney to draft resolution stating the Commission chooses to stop publishing the Water and Light Commission Meeting Minutes in the local newspaper and keep official minutes on file at the Water and Light Department Business Office.