



# East Grand Forks Water & Light Department

*Life Connected Since 1909*

## Water & Light Commission Meeting Agenda July 07, 2021 8:00 a.m., City Hall Council Chambers

1. Call meeting to order
2. Approve minutes from previous meeting - June 16, 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. Commission Meeting Minutes Resolution
8. Department Heads
9. Commissioner's reports
10. Adjourn to July 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 June 16, 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

Absent: DeMers

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

It was moved by Commissioner Beauchamp seconded by Commissioner Quirk that the minutes of the previous regular meeting of June 2, 2021, be approved as read.

Voting Aye: Grinde, Beauchamp, Quirk

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Beauchamp to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,132,102.53.

Voting Aye: Grinde, Beauchamp, Quirk

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Beauchamp to approve permanent employment for Clinton Herrmann and Andrew Robertson after successfully completing their six month probationary period as lineman at the DSC.

Voting Aye: Grinde, Beauchamp, Quirk

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner Quirk to approve the installation of electric vehicle charging stations. One will be located at the Fairfield Inn which will be paid for by MMPA and one will be in the city parking lot behind River Cinema which will be paid for by the city.

Voting Aye: Grinde, Beauchamp, Quirk

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Beauchamp to approve ending the publication of the Water & Light Commission meeting minutes in the Exponent, but to continue with our advertising. City attorney Ron Galstad will draft a resolution to be signed at the next meeting.

Voting Aye: Grinde, Beauchamp, Quirk

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner Quirk to adjourn at 8:40 a.m. to the next regular meeting on July 7, 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

Voting Nay: None

Lori Maloney  
Commission Secretary

# Accounts Payable

## Check Register Totals Only

User: khatcher  
 Printed: 7/1/2021 - 9:46 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
516823	07/07/2021	ACM502	Acme Electric Companies	263.75	0
516824	07/07/2021	ADV501	Advanced Business Methods	69.07	0
516825	07/07/2021	AES500	Advanced Engineering and Environmc	416.50	0
516826	07/07/2021	AIR502	Airgas USA, LLC	38.32	0
516827	07/07/2021	AME505	American Welding & Gas, Inc.	950.00	0
516828	07/07/2021	ARA500	Aramark	162.83	0
516829	07/07/2021	UB*01188	Mohamed Badel	129.49	0
516830	07/07/2021	BOR501	Border States Electric Supply	2,455.01	0
516831	07/07/2021	BUS501	Business Essentials	52.14	0
516832	07/07/2021	CAN501	Cannon Technologies Inc	25,928.84	0
516833	07/07/2021	COL500	Cole Papers Inc	57.93	0
516834	07/07/2021	DAK502	Dakota Supply Group	8,151.14	0
516835	07/07/2021	EGF501	EGF City	217,378.72	0
516836	07/07/2021	EXP501	Exponent	245.00	0
516837	07/07/2021	FAS501	Fastenal Company	105.43	0
516838	07/07/2021	GFF501	GF Fire Equipment	336.57	0
516839	07/07/2021	GFT501	GF Thur-O-Clean	962.69	0
516840	07/07/2021	GRA504	Graybar	127.76	0
516841	07/07/2021	GRA505	Graymont (WI) LLC	6,698.88	0
516842	07/07/2021	UB*01209	Kassi Green	54.05	0
516843	07/07/2021	UB*01213	Naomi Gross	184.58	0
516844	07/07/2021	HAW501	Hawkins Inc	1,321.40	0
516845	07/07/2021	IHM500	iHeartMedia	555.00	0
516846	07/07/2021	BOB501	Interstate Billing Service	37.67	0
516847	07/07/2021	UB*01215	John Jaskowiak	178.31	0
516848	07/07/2021	UB*01210	Lisa Leavy	108.90	0
516849	07/07/2021	UB*01211	Daniel Litzinger	176.66	0
516850	07/07/2021	LUN501	Lunseth Plumbing & Heating	360.00	0
516851	07/07/2021	MAT560	Lynn Mattern	500.00	0
516852	07/07/2021	MND504	MN Dept of Health	55.00	0
516853	07/07/2021	UB*01212	Fartun Mohamud	70.77	0
516854	07/07/2021	UB*01214	Holly Nelson	29.90	0
516855	07/07/2021	NOR507	Northdale Oil	167.07	0
516856	07/07/2021	ORE501	O'Reilly Auto Parts	64.61	0
516857	07/07/2021	PAT501	Patio World	316.20	0
516858	07/07/2021	POW561	Ruth Powell	200.00	0
516859	07/07/2021	POW501	Power Equipment Shop	216.13	0
516860	07/07/2021	RKO501	RKO Print & Promo	3,411.05	0
516861	07/07/2021	STU501	Stuart C Irby Co	2,063.47	0
516862	07/07/2021	TAG500	Taggart Contracting Inc.	134,404.65	0
516863	07/07/2021	CHA502	The Chamber of EGF/GF	48.00	0
516864	07/07/2021	TKE501	TK Elevator	581.32	0
516865	07/07/2021	TOS502	Toshiba Financial Services	545.19	0
516866	07/07/2021	USB502	US Bank Corporate Payment Systems	1,342.65	0
516867	07/07/2021	VER500	Verizon Wireless	313.95	0
516868	07/07/2021	WAT501	Water & Light Department	14,665.25	0
516869	07/07/2021	WAP500	Western Area Power Administration	138,125.02	0
516870	07/07/2021	WID501	Widseth Smith Nolting & Assoc Inc	30,056.45	0
516871	07/07/2021	WIL500	Wilbur-Ellis Company LLC	321.20	0
516872	07/07/2021	WIN501	Winsupply of Grand Forks	114.58	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
516873	07/07/2021	XCE501	Xcel Energy	80.13	0
				Check Total:	
				595,199.23	

### Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
<b>Name: TODD GRABANSKI Account Number: **6344 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account</b>											
<a href="#">06/02/2021</a>	06/03/2021	240491	8999 PROFESSIONAL SERVICES	SQ *INTEGRITY SHIPPING & ND	ND	800429876	\$ 39.34	<a href="#">Memo</a>	00011529215101882	Not Reviewed	No
<b>Name: KRIS KOVAR Account Number: **9796 Optional 1: CITY OF EGF Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account</b>											
<a href="#">06/07/2021</a>	06/08/2021	240500	5999 MISCELLANEOUS AND SPECIAL	BATTERIES PLUS - #0024	ND	911772624	12.87	<a href="#">Memo</a>	P40476807	Not Reviewed	No
<b>Name: KEITH MYKLESETH Account Number: **9721 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account</b>											
<a href="#">06/07/2021</a>	06/09/2021	240491	4900 UTILITIES-ELECTRIC, GAS, WA	MINNESOTA MUNICIPAL UT	MN		315.00	<a href="#">Memo</a>	3250994	Not Reviewed	No
<a href="#">06/08/2021</a>	06/10/2021	240493	7011 OTHER HOTELS	CRAGUNS LODGE AND GOLF RE	MN	411859566	467.18	<a href="#">Memo</a>	1	Not Reviewed	No
<b>Name: RAY RAKOCZY Account Number: **5668 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account</b>											
<a href="#">06/07/2021</a>	06/08/2021	240491	8999 PROFESSIONAL SERVICES	SQ *INTEGRITY SHIPPING & ND	ND	800429876	12.64	<a href="#">Memo</a>	00011529215102069	Not Reviewed	No
<a href="#">06/09/2021</a>	06/10/2021	240500	5941 SPORTING GOODS STORES	CAB STORE EAST GRAND FOR	MN	364873973	91.04	<a href="#">Memo</a>	49554341	Not Reviewed	No
<a href="#">06/14/2021</a>	06/15/2021	240507	5085 WHOLESALE INDUST SUPP	BOLT DEPOT, INC.	MA	204052523	71.55	<a href="#">Memo</a>	PO 165696750438	Not Reviewed	No
<b>Name: MAREN SWINGEN Account Number: **9812 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account</b>											
<a href="#">05/29/2021</a>	05/31/2021	240499	5942 BOOK STORES	AMAZON.COM*2R5DT4DF0	WA	911646860	313.47	<a href="#">Memo</a>	111-4632393-47898	Not Reviewed	No

### Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
<b>Name:</b> COREY THOMPSON <b>Account Number:</b> **9747 <b>Optional 1:</b> <b>Optional 2:</b> <b>Lost/Stolen Account:</b> <b>Replacement Account:</b> Centrally Billed Account												
<a href="#">06/03/2021</a>	06/04/2021	240498	7399	BUSINESS SERVICES	AMAZON WEB SERVICES	WA	911986545	\$ 3.50	<a href="#">Memo</a>	384723750	Not Reviewed	No
				-OTHER								
<a href="#">06/09/2021</a>	06/10/2021	240491	4814	TELECOM SVC/CRED CRD	ZOOM.US 888-799-9666	CA	611648780	16.06	<a href="#">Memo</a>	13616862	Not Reviewed	No
				CALL								
<b>Total Number of Records:</b>											10	
<b>Total</b>												<b>\$1,342.65</b>

End of Report

## Rebates 7-7-21

AC Tune up	F. Anderson	\$	60.00
AC Tune up	K. Anderson	\$	60.00
AC Tune up	Barrett	\$	60.00
AC Tune up	Boushee	\$	60.00
AC Tune up	Bylund	\$	60.00
AC Tune up	Casmey	\$	60.00
AC Tune up	Daby	\$	60.00
AC Tune up	Erickson-Spokely	\$	60.00
AC Tune up	F. Rapacz	\$	60.00
AC Tune up	Hietala	\$	60.00
AC Tune up	Johnson	\$	60.00
AC Tune up	Lemon	\$	60.00
AC Tune up	Moe	\$	60.00
AC Tune up	Norman	\$	60.00
AC Tune up	Osmundson	\$	60.00
AC Tune up	Patocka	\$	60.00
AC Tune up	Peabody (3)	\$	180.00
AC Tune up	R. Rapacz	\$	60.00
AC Tune up	Schaff	\$	60.00
AC Tune up	Spicer	\$	60.00
AC Tune up	Torgerson	\$	60.00
AC Tune up	Trainer	\$	60.00
AC Tune up	Walsh	\$	60.00
AC Tune up	Westrem	\$	60.00
AC Tune up	WH Properties	\$	60.00
AC Tune up	Willard	\$	60.00
AC Unit	Powell	\$	200.00
Recycle	Kovar	\$	50.00
Refrigerator	DeMers	\$	75.00
Residential Weatherization	Mattern	\$	500.00
	<b>Total:</b>		<u>\$ 2,505.00</u>

# Request for Water and Light Commission Action

**Date:** 6-28-2021  
**To:** Water and Light Commission  
**From:** Keith Mykleseth  
**RE:** Resolution To Approve Changes to Publishing Commission Meeting Minutes

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## **Background:**

Discussion for changing the process of publishing the Water and Light Commission Meeting Minutes was held on June 16th, 2021. The Water and Light Commission directed staff to have resolution for changing publication of meeting minutes drafted and present to Commission for approval at the July 7th Commission Meeting. Resolution Attached

## **Recommendation:**

Recommend Water and Light Commission approved the Commission Meeting Minutes Resolution as presented.



**RESOLUTION**

**A RESOLUTION APPROVING THE EAST GRAND FORKS WATER, LIGHT, POWER, AND BUILDING COMMISSION TO CHANGE PUBLISHING ITS MEETING MINUTES ACCORDING TO MINNESOTA STATUTE SECTION 412.191 AND AS AN ALTERNATIVE TO PUBLICATION MAIL AT WATER AND LIGHT EXPENSE A COPY OF THE PROCEEDINGS TO ANY RESIDENT UPON REQUEST.**

**WHEREAS**, East Grand Forks Water, Light, Power, and Building Commission rules and Minnesota Statutes require the utility to publish proceedings after every regular and special meeting, in the official newspaper as designated by the Water, Light, and Building Commission.

**WHEREAS**, Minnesota Statute Section 412.191 Subd. 3 authorizes as an alternative to publication of the minutes of the proceedings the Commission may mail, at the Commission's expense a copy of the proceedings to any resident upon request. The Commission has determined that a change in policy regarding the publication of the proceedings will be the best use of public funds.

**WHEREAS**, that beginning in August the Water, Light, and Building Commission meetings will no longer be published after each meeting. In the alternative the minutes will be mailed to a Resident upon request. Additionally, the meeting minutes will be available at the Water and Light office located at 600 Demers Ave, as well as posted on the Water, Light, and Building Commission website.

**THEREFORE, BE IT RESOLVED** that the Water, Light, Power, and Building Commission approves the proposed change to the publication of its proceedings of the meeting and directs staff to notify the Public of the change.

Adopted by the Water, Light, Power and Building Commission on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

BY: \_\_\_\_\_  
Keith Mykleseth, General Manager

BY: \_\_\_\_\_  
Robert Beauchamp, Vice President