



# East Grand Forks Water & Light Department

*Life Connected Since 1909*

## Water & Light Commission Meeting Agenda December 15, 2021 8:00 a.m., City Hall Council Chambers

1. Call meeting to order
2. Approve minutes from previous meeting - December 1, 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
7. Temporary Power - Greenway Park
8. Electric and Water Superintendent Position
9. Department Heads
10. Commissioner's reports
11. Adjourn to January 5, 2022 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 1, 2021 at 8:00 am held in the City Council Chambers.

Present: Grinde, Beauchamp, Quirk (remote), 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 Quirk that the minutes of the previous regular meeting of November 17, 2021, be approved as read.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner DeMers to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$311,805.51.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner Quirk to approve the 2022 Water Plant Chemical Bid results and the 2 year guaranteed cost contract as presented by Brian Johnson, WTP Superintendent.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner DeMers to adjourn at 8:17 am to the next regular meeting on December 15, 2021 at 8:00 am to be held in the City Council Chambers.

Voting Aye: Grinde, Beauchamp, Quirk, DeMers

Voting Nay: None

Lori Maloney  
Commission Secretary

# Accounts Payable

## Check Register Totals Only

User: khatcher  
Printed: 12/9/2021 - 9:13 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
517308	12/09/2021	COM500	Commissioner of Revenue	52,959.00	0
517309	12/09/2021	HAL500	Halstad Telephone Company	1,535.20	0
517310	12/09/2021	MMP501	MMPA c/o Avant Energy	732,679.41	0
517311	12/09/2021	VER500	Verizon Wireless	313.17	0
				<hr/> <hr/>	
Check Total:				787,486.78	
				<hr/> <hr/>	

# Accounts Payable

## Check Register Totals Only

User: khatcher  
 Printed: 12/13/2021 - 1:56 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
517312	12/15/2021	UB*01271	Foos Aden	116.79	0
517313	12/15/2021	AES500	Advanced Engineering and Environme	2,170.75	0
517314	12/15/2021	APC500	American Payment Centers	236.79	0
517315	12/15/2021	AQU501	Aqua-Pure Inc	5,939.94	0
517316	12/15/2021	ARA500	Aramark Uniform Services	196.12	0
517317	12/15/2021	BIG504	Big Al's Construction	6,800.00	0
517318	12/15/2021	BOR501	Border States Electric Supply	308.17	0
517319	12/15/2021	BOU501	Boushee Welding & Repair	1,640.00	0
517320	12/15/2021	UB*01269	Bassam Breesam	71.89	0
517321	12/15/2021	CAN501	Cannon Technologies Inc	204.57	0
517322	12/15/2021	CON501	Connect Interiors	4,719.39	0
517323	12/15/2021	CUS501	Custom Aire Inc	95.00	0
517324	12/15/2021	DAK502	Dakota Supply Group	2,288.14	0
517325	12/15/2021	EGF501	EGF City	560,478.23	0
517326	12/15/2021	EXP501	Exponent	240.00	0
517327	12/15/2021	FAM560	Family of God Church	4,345.60	0
517328	12/15/2021	FOR505	Forum Communications Company	270.00	0
517329	12/15/2021	GAL501	Galstad Jensen & McCann PA	472.50	0
517330	12/15/2021	UB*01270	Abdi Gas	150.13	0
517331	12/15/2021	GAT501	GateHouse Media Minnesota Holdings	420.00	0
517332	12/15/2021	GOP501	Gopher State One-Call	66.15	0
517333	12/15/2021	GRA505	Graymont (WI) LLC	7,422.59	0
517334	12/15/2021	UB*01272	Nicholas Hasby	169.27	0
517335	12/15/2021	HAW501	Hawkins Inc	10,350.60	0
517336	12/15/2021	UB*01266	Craig Hebron	508.79	0
517337	12/15/2021	HUG501	Hugo's #5	63.14	0
517338	12/15/2021	IHM500	iHeartMedia	549.00	0
517339	12/15/2021	JOB501	JobsHQ	1,219.00	0
517340	12/15/2021	JOH510	Johnson Controls Fire Protection LP	626.77	0
517341	12/15/2021	KRO500	KROX-AM	60.00	0
517342	12/15/2021	LEI501	Leighton Broadcasting	525.00	0
517343	12/15/2021	UB*01267	Kristina M Leiser	72.32	0
517344	12/15/2021	HAR501	Local Ace	132.03	0
517345	12/15/2021	MND501	MN Dept of Commerce	2,690.70	0
517346	12/15/2021	MOT502	Motion Industries Inc	88.16	0
517347	12/15/2021	NET501	NetWork Center Inc	2,069.60	0
517348	12/15/2021	NOR507	Northdale Oil	83.23	0
517349	12/15/2021	UB*01268	Premier Homes & Builders	245.02	0
517350	12/15/2021	PRO502	Project Energy Savers LLC	556.75	0
517351	12/15/2021	RMB500	RMB Environmental Laboratories, Inc	95.00	0
517352	12/15/2021	UB*01273	Kaylie Streitz	200.02	0
517353	12/15/2021	SUN500	Sun Dot Communications, LLC	89.99	0
517354	12/15/2021	TNT501	TNT Outfitters	172.00	0
517355	12/15/2021	TRU501	True Temp Inc	141.88	0
517356	12/15/2021	UNI502	Univar Solutions USA Inc	11,024.76	0
517357	12/15/2021	WAT501	Water & Light Department	18,009.16	0
517358	12/15/2021	WID501	Widseth Smith Nolting & Assoc Inc	40,588.42	0
517359	12/15/2021	XCE501	Xcel Energy	414.37	0
517360	12/15/2021	XCE502	Xcel Energy	4,573.58	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
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Check Total:

693,971.31

## Rebates 12/15/21

AC Tune up	Olien	\$ 60.00
Commercial Weatherization	Family of God Church - Insulation	\$ 4,345.60
Dishwasher	Ozaki	\$ 50.00
ECM	Henson	\$ 150.00
ECM	Mack	\$ 150.00
ECM	Smith	\$ 150.00
ECM	Delmore	\$ 150.00
ECM	Enright	\$ 150.00
ECM	Anderson	\$ 150.00
ECM	Magnell	\$ 150.00
Refrigerator	Olafson	\$ 75.00
	<b>Total</b>	<b>\$ 5,580.60</b>

# Request for Water and Light Commission Action

**Date:** December 9, 2021  
**To:** Water & Light Commission  
**From:** Reid Huttunen, Parks & Recreation Superintendent  
**RE:** Temporary (Seasonal) Power Request at Greenway Park

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## **Background:**

Last winter, neighbors living around Greenway Park asked for permission from the Parks Department to build and maintain an outdoor rink on the park property. The rink was a success for kids in the neighborhood, and it has been built again this year.

A request has come in the last few weeks for power to be provided so that a light can be added to the rink. I am in support of the rink being lit, as long as it can be powered by a timer system which will shut off daily by 9:00 p.m.

In order to make this happen, I'm requesting Water & Light provide temporary power access at the Park.

Parks & Recreation is willing to pay the bill for power used on the lights, if W&L can support install of the temporary panel.

The lighting will be provided privately by neighbors helping maintain the rink.

## **Recommendation:**

Recommend Water and Light Commission approve request as presented.

# Request for Water and Light Commission Action

**Date:** 12-9-2021  
**To:** Water and Light Commission  
**From:** Keith Mykleseth  
**RE:** Electric and Water Distribution Superintendent Hire

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## **Background:**

Water and Light Department interviews were held Friday, December 3rd, 2021 by Commissioners Josh Grinde and Robert BeauChamp, Human Resources Generalist Terry Knudson and General Manager Keith Mykleseth. The recommendation of the interview panel is to hire Todd Grabanski as the next Electric and Water Distribution Superintendent.

Start Date: 1-3-2022

Starting Salary: Step 3 listed in the 2020-2022 Memorandum Of Understanding for Water and Light Department heads - \$51.63 per hour.

## **Recommendation:**

The recommendation is to hire Todd Grabanski to fill the Electric and Water Distribution Superintendent position as presented.