



East Grand Forks Water & Light Department

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WATER & LIGHT COMMISSION MEETING AGENDA

February 16, 2022

8:00 a.m., City Hall Council Chambers

1. Call meeting to order
2. Approve minutes from previous meeting - February 02, 2022
3. Bills and payroll
4. Comments from the public
5. Reports
 - a. Widsyth Smith Nolting
 - i. Todd
 - ii. Steve
 - b. City Attorney
6. Old Business
7. 2022 Miscellaneous Electrical Distribution Projects - Plans and Specifications
8. 2021 Accounts for Charge Off
9. Department Heads
10. Commissioner's reports
11. Adjourn to March 02, 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 held on February 2, 2022 at 8:00 am in the City Council Chambers.

Present: Beauchamp, Grinde, Quirk (remote), DeMers

Absent: None

Also present: Keith Mykleseth, Ron Galstad, Brian Johnson, Todd Grabanski, Steve Emery, Todd Forster, Brianna Feil, Kevin Hatcher, Corey Thompson and Tyler Tretter.

It was moved by Commissioner Grinde seconded by Commissioner DeMers that the minutes of the previous regular meeting of January 19, 2022 be approved as read.

Voting Aye: Beauchamp, Grinde, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Grinde to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$558,511.55.

Voting Aye: Beauchamp, Grinde, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner DeMers to reject the bid from Fergusson Waterworks for the 2022 Water Meter Replacement Project and re-advertise for the project.

Voting Aye: Beauchamp, Grinde, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner DeMers seconded by Commissioner Grinde to approve the quote from Electro Watchman for the Access Control System at the DSC for \$26,341; recommend other City Departments to consider the same access control; and \$854 for upgrades to higher security readers.

Voting Aye: Beauchamp, Grinde, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner DeMers to approve hiring Tyler Tretter as Distribution System Foreman effective 2-2-22 at the step 2 rate of \$43.12/hour on the 2022 Wage Scale.

Voting Aye: Beauchamp, Grinde, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner DeMers seconded by Commissioner Grinde to approve the Average Retail Energy rates and MMPA Distributive Generation Avoided Cost Rates; file and publish the updates.

Voting Aye: Beauchamp, Grinde, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner DeMers to approve the Resolution on the 2022 Hydrant fees.

Voting Aye: Beauchamp, Grinde, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner DeMers to adjourn at 8:39 am to the next regular meeting on February 16, 2022 at 8:00 am to be held in the City Council Chambers.

Voting Aye: Beauchamp, Grinde, Quirk, DeMers

Voting Nay: None

Kevin Hatcher
Energy/Customer Service Specialist

Accounts Payable

Check Register Totals Only

User: khatcher
Printed: 2/9/2022 - 9:21 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
517491	02/08/2022	HAL500	Halstad Telephone Company	1,533.57	0
517492	02/08/2022	MMP501	MMPA c/o Avant Energy	824,329.88	0
517493	02/08/2022	VER500	Verizon Wireless	232.23	0
				<hr/> <hr/>	
Check Total:				826,095.68	
				<hr/> <hr/>	

Accounts Payable

Check Register Totals Only

User: khatcher
 Printed: 2/14/2022 - 11:15 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
517494	02/16/2022	AWW503	American Water Works Association	81.00	0
517495	02/16/2022	AQU501	Aqua-Pure Inc	7,410.46	0
517496	02/16/2022	ARA500	Aramark Uniform Services	212.87	0
517497	02/16/2022	BOR501	Border States Electric Supply	4,386.02	0
517498	02/16/2022	COM500	Commissioner of Revenue	57,249.00	0
517499	02/16/2022	DAK502	Dakota Supply Group	276.63	0
517500	02/16/2022	EGF501	EGF City	912,709.61	0
517501	02/16/2022	ELE502	Electro Watchman, Inc	6,285.83	0
517502	02/16/2022	EXP501	Exponent	960.72	0
517503	02/16/2022	FOR505	Forum Communications Company	270.00	0
517504	02/16/2022	GAL501	Galstad Jensen & McCann PA	735.75	0
517505	02/16/2022	GOP501	Gopher State One-Call	10.80	0
517506	02/16/2022	GRA505	Graymont (WI) LLC	7,330.05	0
517507	02/16/2022	HAW501	Hawkins Inc	641.63	0
517508	02/16/2022	HOM501	Home of Economy	130.13	0
517509	02/16/2022	JOH511	Johnson Controls	39,971.14	0
517510	02/16/2022	LAK501	Lake Aggasiz Water Authority	2,000.00	0
517511	02/16/2022	HAR501	Local Ace	133.54	0
517512	02/16/2022	MID501	Midcontinent Communications	250.00	0
517513	02/16/2022	WIN500	Milbank Winwater Works	13,126.55	0
517514	02/16/2022	MNB560	MN Bowl LLC	550.00	0
517515	02/16/2022	MND509	MN Dept of Public Safety	175.00	0
517516	02/16/2022	MMU501	MN Municipal Utilities Assoc	3,000.00	0
517517	02/16/2022	NAL501	Nalco Company	1,033.50	0
517518	02/16/2022	NET501	NetWork Center Inc	475.64	0
517519	02/16/2022	NOR507	Northdale Oil	102.65	0
517520	02/16/2022	NOR505	Northern Valley Machine	107.01	0
517521	02/16/2022	ORE501	O'Reilly Auto Parts	123.42	0
517522	02/16/2022	ORN501	Ornamental Iron Company	240.00	0
517523	02/16/2022	RMB500	RMB Environmental Laboratories, Inc	190.00	0
517524	02/16/2022	SAN501	Sanford Health Occupational Medicine	25.00	0
517525	02/16/2022	SUN500	Sun Dot Communications, LLC	89.99	0
517526	02/16/2022	TKE501	TK Elevator	32,557.26	0
517527	02/16/2022	TRU501	True Temp Inc	1,403.47	0
517528	02/16/2022	VAL502	Valley Truck	119.81	0
517529	02/16/2022	WAT501	Water & Light Department	3,125.57	0
517530	02/16/2022	WEB561	Carolyn Weber	562.71	0
517531	02/16/2022	WID501	Widseth Smith Nolting & Assoc Inc	34,391.94	0
517532	02/16/2022	XCE501	Xcel Energy	806.68	0
517533	02/16/2022	XCE502	Xcel Energy	4,665.05	0
Check Total:				1,137,916.43	

Rebates 2-16-22

Commercial Lighting Replacement	MN Bowl LLC - 63 LED fixtures	\$	550.00
ECM	Beito	\$	150.00
ECM	Arnold	\$	150.00
ECM	Hoffman	\$	150.00
ECM	Peters	\$	150.00
ECM	Zahradka	\$	150.00
ECM	Moritz	\$	150.00
ECM	Wolff	\$	150.00
LED & Insulation	Weber	\$	562.71
Recycle	Corcoran	\$	50.00
Refrigerator & Recycle	Taylor	\$	125.00
	Total		<u>\$ 2,337.71</u>

Request for W&L Commission Action

Date: February 10, 2022

To: East Grand Forks Water & Light Commissioners; Keith Mykleseth, General Manager

From: Todd Forster, Widseth Smith Nolting

RE: Approval of Construction Plans and Specifications for the 2022 Miscellaneous Electrical Distribution Construction Projects

Background:

Approval of these Construction Plans and Specifications is required by the Commission prior to making them available to potential bidders. We are recommending a bid date of March 17, 2022 at 2:00 PM CDT for opening of the bids. After all bids are received, it is our intent to have the tabulation of bid results and our engineering recommendation ready for presentation to the Commission at the April 6, 2022 meeting. A pre-bid meeting will be held for all interested potential bidders on March 3, 2022 at 1:30 PM CST at the DSC.

Recommendation:

1. Approval of 2022 Miscellaneous Electrical Distribution Construction Projects plans and specifications.
2. Give authorization to go out for bids with a bid date and time of March 17, 2022 at 2:00 PM CDT.
3. Give authorization to publish the Ad for Bids in the City's official newspaper for the mandatory two week period.

Request for W&L Commission Action

Date: 2/16/2022
To: East Grand Forks Water & Light Commissioners
From: Brianna Feil
RE: 2021 Accounts for Charge Off

Background:

Annually at the 2nd meeting in February the Commission is presented with the accounts for charge off for the previous calendar year.

Additional information will be provided at the meeting.

Recommendation:

Recommend Commission to sign and approve the 2021 Accounts for Charge Off.