

AGENDA  
PUBLIC UTILITIES COMMISSION  
July 5, 2018  
3:00 P.M.

A. Call to Order

B. Roll Call

- C. Approve Consent Agenda
1. Approve Agenda
  2. Approve Meeting Minutes
  3. Payments Report

D. Force Main Leak

E. Adjourn

*Public Utilities Commission  
Minutes  
June 6, 2018*

Meeting was called to order by Tim Kennedy at 3:06 p.m.

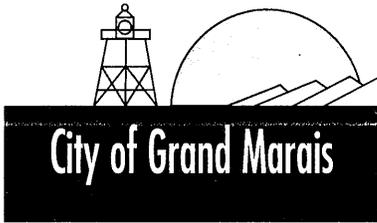
Members present: Tim Kennedy and George Wilkes  
Absent: Karl Hansen  
Staff Present: Mike Roth and Haden Hinchman

**Motion by Kennedy, seconded by Wilkes to approve the Consent Agenda. Approved unanimously.**

Mike Roth presented an update on the Solar Project for the new Public Works Building. The City will receive bids later this week with the Council voting on it at their next session.

The Commission was informed that Arrowhead Cooperative needs a written confirmation to pay for the planned electric vehicle charging station. The Commission expressed interest in seeing a contract for this project but was comfortable with the amount of \$21,128.

There being no further business, the meeting adjourned at 3:43 p.m.



**CITY OF GRAND MARAIS**

**Payments**

**Current Period: June 2018**

|                  |   |                     |              |              |                   |
|------------------|---|---------------------|--------------|--------------|-------------------|
| Batch Name       | 06/28/18 AP<br>Payments                   | User Dollar Amt     | \$232,102.29 |              |                   |
|                  |   | Computer Dollar Amt | \$232,102.29 |              |                   |
|                  |   |                     |              | \$0.00       | <b>In Balance</b> |
| Refer            | <u>75469 STUART C IRBY CO</u>             |                     |              |              |                   |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE   |                     |              |              | \$824.86          |
| Invoice          | S010810102.001 6/19/2018                  |                     |              |              |                   |
| Transaction Date | 6/21/2018                                 | MAIN CHECKING G     | 10100        | <b>Total</b> | \$824.86          |
| Refer            | <u>75477 LOCATORS &amp; SUPPLIES, INC</u> |                     |              |              |                   |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE   |                     |              |              | \$287.20          |
| Invoice          | 0267315-IN 6/19/2018                      |                     |              |              |                   |
| Transaction Date | 6/21/2018                                 | MAIN CHECKING G     | 10100        | <b>Total</b> | \$287.20          |
| Refer            | <u>75479 STUART C IRBY CO</u>             |                     |              |              |                   |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE   |                     |              |              | \$58.49           |
| Invoice          | S010611657.001 3/1/2018                   |                     |              |              |                   |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE   |                     |              |              | \$74.39           |
| Invoice          | S010427513.001 11/9/2017                  |                     |              |              |                   |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE   |                     |              |              | \$33.64           |
| Invoice          | S010244707.001 7/10/2017                  |                     |              |              |                   |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing   |                     |              |              | \$207.00          |
| Invoice          | S010479141.003 11/8/2017                  |                     |              |              |                   |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing   |                     |              |              | \$418.49          |
| Invoice          | S010751441.001 5/10/2018                  |                     |              |              |                   |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing   |                     |              |              | \$304.01          |
| Invoice          | S010491050.001 11/15/2017                 |                     |              |              |                   |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing   |                     |              |              | \$385.27          |
| Invoice          | S010471764.001 11/22/2017                 |                     |              |              |                   |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing   |                     |              |              | \$124.09          |
| Invoice          | S010515926.002 12/5/2017                  |                     |              |              |                   |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing   |                     |              |              | \$134.39          |
| Invoice          | S010588702.001 1/29/2018                  |                     |              |              |                   |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing   |                     |              |              | \$446.55          |
| Invoice          | S010479141.002 11/8/2017                  |                     |              |              |                   |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing   |                     |              |              | -\$581.30         |
| Invoice          | S009269617.005 3/1/2018                   |                     |              |              |                   |
| Transaction Date | 6/21/2018                                 | MAIN CHECKING G     | 10100        | <b>Total</b> | \$1,605.02        |
| Refer            | <u>75480 BUCK S HARDWARE HANK</u>         |                     |              |              |                   |
| Cash Payment     | E 602-49480-300 Professional Srvs (GENE   |                     |              |              | \$41.59           |
| Invoice          | 1160 5/31/2018                            |                     |              |              |                   |
| Transaction Date | 6/21/2018                                 | MAIN CHECKING G     | 10100        | <b>Total</b> | \$41.59           |
| Refer            | <u>75483 AMERICAN SAFETY UTILITY CORP</u> |                     |              |              |                   |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE   |                     |              |              | \$92.58           |
| Invoice          | 299989 6/15/2018                          |                     |              |              |                   |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE   |                     |              |              | \$56.98           |
| Invoice          | 300080 6/15/2018                          |                     |              |              |                   |
| Transaction Date | 6/21/2018                                 | MAIN CHECKING G     | 10100        | <b>Total</b> | \$149.56          |
| Refer            | <u>75484 ALLIED GENERATORS</u>            |                     |              |              |                   |



# CITY OF GRAND MARAIS

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## Payments

Current Period: June 2018

|                  |   |                                   |       |                         |
|------------------|---|-----------------------------------|-------|-------------------------|
| Cash Payment     | E 604-49551-317 Contracted Services     |                                   |       | \$1,245.10              |
| Invoice          | 17236                                   | 6/12/2018                         |       |                         |
| Transaction Date | 6/21/2018                               | MAIN CHECKING G                   | 10100 | <b>Total</b> \$1,245.10 |
| Refer            | 75485                                   | <i>TOSHIBA BUSINESS SOLUTIONS</i> |       |                         |
| Cash Payment     | E 601-49440-200 Office Supplies (GENER  |                                   |       | \$24.94                 |
| Invoice          | 14584897                                | 6/8/2018                          |       |                         |
| Cash Payment     | E 602-49490-200 Office Supplies (GENER  |                                   |       | \$24.94                 |
| Invoice          | 14584897                                | 6/8/2018                          |       |                         |
| Cash Payment     | E 604-49590-200 Office Supplies (GENER  |                                   |       | \$88.68                 |
| Invoice          | 14584897                                | 6/8/2018                          |       |                         |
| Transaction Date | 6/21/2018                               | MAIN CHECKING G                   | 10100 | <b>Total</b> \$138.56   |
| Refer            | 75486                                   | <i>NEIL HANSEN</i>                |       |                         |
| Cash Payment     | E 601-49440-330 Transportation/School   |                                   |       | \$323.04                |
| Invoice          | EXPENSE REPO                            | 6/15/2018                         |       |                         |
| Cash Payment     | E 602-49490-330 Transportation/School   |                                   |       | \$323.03                |
| Invoice          | EXPENSE REPO                            | 6/15/2018                         |       |                         |
| Transaction Date | 6/21/2018                               | MAIN CHECKING G                   | 10100 | <b>Total</b> \$646.07   |
| Refer            | 75524                                   | <i>MY BROTHERS PLACE AUTO REP</i> |       |                         |
| Cash Payment     | E 602-49451-404 Repairs/Maint Machinery |                                   |       | \$27.00                 |
| Invoice          | 3849                                    | 6/21/2018                         |       |                         |
| Transaction Date | 6/22/2018                               | MAIN CHECKING G                   | 10100 | <b>Total</b> \$27.00    |
| Refer            | 75541                                   | <i>FS3, INC</i>                   |       |                         |
| Cash Payment     | E 604-49570-241 Safety Equipment        |                                   |       | \$388.26                |
| Invoice          | 48203                                   | 6/7/2018                          |       |                         |
| Transaction Date | 6/22/2018                               | MAIN CHECKING G                   | 10100 | <b>Total</b> \$388.26   |
| Refer            | 75542                                   | <i>STUART C IRBY CO</i>           |       |                         |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE |                                   |       | \$5,849.54              |
| Invoice          | S010765833.004                          | 6/8/2018                          |       |                         |
| Transaction Date | 6/22/2018                               | MAIN CHECKING G                   | 10100 | <b>Total</b> \$5,849.54 |
| Refer            | 75550                                   | <i>PACE ANALYTICAL SERVICES</i>   |       |                         |
| Cash Payment     | E 602-49480-300 Professional Srvs (GENE |                                   |       | \$88.62                 |
| Invoice          | 181292196                               | 4/4/2018                          |       |                         |
| Cash Payment     | E 602-49480-300 Professional Srvs (GENE |                                   |       | \$88.62                 |
| Invoice          | 181293989                               | 5/30/2018                         |       |                         |
| Cash Payment     | E 602-49480-300 Professional Srvs (GENE |                                   |       | \$88.62                 |
| Invoice          | 181294292                               | 6/6/2018                          |       |                         |
| Cash Payment     | E 601-49420-300 Professional Srvs (GENE |                                   |       | \$90.80                 |
| Invoice          | 181294006                               | 5/30/2018                         |       |                         |
| Transaction Date | 6/22/2018                               | MAIN CHECKING G                   | 10100 | <b>Total</b> \$356.66   |
| Refer            | 75551                                   | <i>GREAT RIVER ENERGY</i>         |       |                         |
| Cash Payment     | E 604-49570-317 Contracted Services     |                                   |       | \$1,981.13              |
| Invoice          | U1805G375                               | 6/14/2018                         |       |                         |
| Transaction Date | 6/22/2018                               | MAIN CHECKING G                   | 10100 | <b>Total</b> \$1,981.13 |
| Refer            | 75552                                   | <i>HAWKINS, INC.</i>              |       |                         |
| Cash Payment     | E 601-49420-218 Operating Supplies- Che |                                   |       | \$190.02                |
| Invoice          | 4296412                                 | 6/7/2018                          |       |                         |



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**Payments**

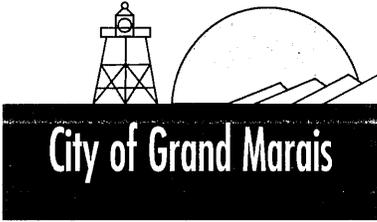
**Current Period: June 2018**

|                  |   |                 |       |              |          |
|------------------|---|-----------------|-------|--------------|----------|
| Transaction Date | 6/22/2018                               | MAIN CHECKING G | 10100 | <b>Total</b> | \$190.02 |
| Refer            | 75553 <i>STUART C IRBY CO</i>           |                 |       |              |          |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE |                 |       |              | \$39.71  |
| Invoice          | S010798876.002 6/12/2018                |                 |       |              |          |
| Transaction Date | 6/22/2018                               | MAIN CHECKING G | 10100 | <b>Total</b> | \$39.71  |

**Fund Summary**

|                             |                          |              |
|-----------------------------|--------------------------|--------------|
|                             | 10100 MAIN CHECKING GMSB |              |
| 101 GENERAL FUND            |                          | \$23,456.68  |
| 211 LIBRARY                 |                          | \$886.92     |
| 215 LIBRARY RESTRICTED FUND |                          | \$350.00     |
| 230 CABLE TV FUND           |                          | \$3,500.00   |
| 301 DEBT SERVICE FUND       |                          | \$114,191.25 |
| 429 PUBLIC WORKS FACILITY   |                          | \$45,546.00  |
| 601 WATER                   |                          | \$628.80     |
| 602 SEWER                   |                          | \$682.42     |
| 604 ELECTRIC                |                          | \$12,459.06  |
| 609 MUNICIPAL LIQUOR FUND   |                          | \$30,401.16  |
|                             |                          | <hr/>        |
|                             |                          | \$232,102.29 |

|  |                          |
|--|--------------------------|
| Pre-Written Checks                     | \$0.00                   |
| Checks to be Generated by the Computer | \$13,770.28              |
| <b>Total</b>                           | <hr/> <b>\$13,770.28</b> |



**CITY OF GRAND MARAIS**  
**Payments**

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**Current Period: June 2018**

Batch Name 06/22/18 APP User Dollar Amt \$153,506.19  
 Payments Computer Dollar Amt \$153,506.19

\$0.00 In Balance

|                  |                                  |                       |              |             |
|------------------|----------------------------------|-----------------------|--------------|-------------|
| Refer            | 75455 MN DEPT OF REVENUE-EFTPS   | Ck# 004270E 6/14/2018 |              |             |
| Cash Payment     | G 604-20800 Taxes Due (State MN) |                       |              | \$13,514.00 |
| Invoice          | May Sales Tax 5/31/2018          |                       |              |             |
| Cash Payment     | G 601-20800 Taxes Due (State MN) |                       |              | \$975.00    |
| Invoice          | May Sales Tax 5/31/2018          |                       |              |             |
| Transaction Date | 6/14/2018                        | MAIN CHECKING G 10100 | <b>Total</b> | \$14,489.00 |
| Refer            | 75508 CENTURYLINK                |                       |              |             |
| Cash Payment     | E 601-49440-321 Telephone        |                       |              | \$138.72    |
| Invoice          | 218D24-1002 6/1/2018             |                       |              |             |
| Cash Payment     | E 601-49440-321 Telephone        |                       |              | \$113.20    |
| Invoice          | 218387-1788 6/1/2018             |                       |              |             |
| Cash Payment     | E 601-49440-321 Telephone        |                       |              | \$138.72    |
| Invoice          | 218D24-1001 6/1/2018             |                       |              |             |
| Transaction Date | 6/21/2018                        | MAIN CHECKING G 10100 | <b>Total</b> | \$390.64    |

**Fund Summary**

|                           |                          |              |
|---------------------------|--------------------------|--------------|
|                           | 10100 MAIN CHECKING GMSB |              |
| 101 GENERAL FUND          |                          | \$71,520.57  |
| 211 LIBRARY               |                          | \$38.00      |
| 601 WATER                 |                          | \$1,365.64   |
| 604 ELECTRIC              |                          | \$13,514.00  |
| 609 MUNICIPAL LIQUOR FUND |                          | \$67,067.98  |
|                           |                          | <hr/>        |
|                           |                          | \$153,506.19 |

|  |                          |
|--|--------------------------|
| Pre-Written Checks                     | \$14,489.00              |
| Checks to be Generated by the Computer | \$390.64                 |
| <b>Total</b>                           | <hr/> <b>\$14,879.64</b> |



# CITY OF GRAND MARAIS

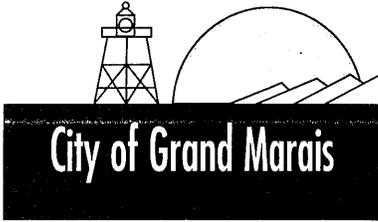
## Payments

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Current Period: June 2018

|                  |   |                     |              |              |             |
|------------------|---|---------------------|--------------|--------------|-------------|
| Batch Name       | 06/14/18 AP<br>Payments                     | User Dollar Amt     | \$251,702.79 |              |             |
|                  |   | Computer Dollar Amt | \$251,702.79 |              |             |
|                  |   |                     |              | \$0.00       | In Balance  |
| Refer            | <u>75367 GOPHER STATE ONE CALL</u>          | -                   |              |              |             |
| Cash Payment     | E 602-49490-317 Contracted Services         |                     |              |              | \$43.35     |
| Invoice          | 8050970 5/31/2018                           |                     |              |              |             |
| Transaction Date | 6/6/2018                                    | MAIN CHECKING G     | 10100        | <b>Total</b> | \$43.35     |
| Refer            | <u>75368 JOHNSON S FOODS</u>                | -                   |              |              |             |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing     |                     |              |              | \$40.95     |
| Invoice          | 44003871848 5/31/2018                       |                     |              |              |             |
| Transaction Date | 6/6/2018                                    | MAIN CHECKING G     | 10100        | <b>Total</b> | \$40.95     |
| Refer            | <u>75370 NORTH SHORE WASTE</u>              | -                   |              |              |             |
| Cash Payment     | E 602-49480-384 Refuse/Garbage Disposa      |                     |              |              | \$184.86    |
| Invoice          | 62505 5/31/2018                             |                     |              |              |             |
| Transaction Date | 6/6/2018                                    | MAIN CHECKING G     | 10100        | <b>Total</b> | \$184.86    |
| Refer            | <u>75373 ARROWHEAD COOPERATIVE</u>          | -                   |              |              |             |
| Cash Payment     | E 602-49490-321 Telephone                   |                     |              |              | \$132.24    |
| Invoice          | 2121 6/1/2018                               |                     |              |              |             |
| Cash Payment     | E 604-49590-321 Telephone                   |                     |              |              | \$191.91    |
| Invoice          | 2244 6/1/2018                               |                     |              |              |             |
| Transaction Date | 6/6/2018                                    | MAIN CHECKING G     | 10100        | <b>Total</b> | \$324.15    |
| Refer            | <u>75375 G&amp;G SEPTIC</u>                 | -                   |              |              |             |
| Cash Payment     | E 602-49480-401 Repairs/Maint Buildings     |                     |              |              | \$149.36    |
| Invoice          | 15056 3/16/2018                             |                     |              |              |             |
| Cash Payment     | E 602-49480-317 Contracted Services         |                     |              |              | \$10,624.00 |
| Invoice          | 15587 6/1/2018                              |                     |              |              |             |
| Transaction Date | 6/6/2018                                    | MAIN CHECKING G     | 10100        | <b>Total</b> | \$10,773.36 |
| Refer            | <u>75392 W.W. GOETSCH ASSOCIATES, INC</u>   | -                   |              |              |             |
| Cash Payment     | E 602-49451-580 Capital Outlay (Equipme     |                     |              |              | \$6,630.00  |
| Invoice          | 100182 5/22/2018                            |                     |              |              |             |
| Transaction Date | 6/6/2018                                    | MAIN CHECKING G     | 10100        | <b>Total</b> | \$6,630.00  |
| Refer            | <u>75393 LHB ENGINEERS &amp; ARCHITECTS</u> | -                   |              |              |             |
| Cash Payment     | E 602-49431-303 Engineering Fees            |                     |              |              | \$650.48    |
| Invoice          | 160861.00-9 5/16/2018                       |                     |              |              |             |
| Transaction Date | 6/6/2018                                    | MAIN CHECKING G     | 10100        | <b>Total</b> | \$650.48    |
| Refer            | <u>75394 GRAND MARAIS AUTO PARTS, INC</u>   | -                   |              |              |             |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE     |                     |              |              | \$33.35     |
| Invoice          | 3125 5/23/2018                              |                     |              |              |             |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE     |                     |              |              | \$74.37     |
| Invoice          | 2088 5/23/2018                              |                     |              |              |             |
| Transaction Date | 6/6/2018                                    | MAIN CHECKING G     | 10100        | <b>Total</b> | \$107.72    |
| Refer            | <u>75395 QUILL CORPORATION</u>              | -                   |              |              |             |
| Cash Payment     | E 601-49440-200 Office Supplies (GENER      |                     |              |              | \$223.63    |
| Invoice          | 7038855 5/10/2018                           |                     |              |              |             |



# CITY OF GRAND MARAIS

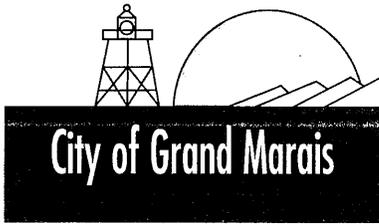
## Payments

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Current Period: June 2018

|                  |   |                       |                           |
|------------------|---|-----------------------|---------------------------|
| Cash Payment     | E 604-49590-200 Office Supplies (GENER                          |                       | \$1.51                    |
| Invoice          | 6624470 4/23/2018   |                       |                           |
| Transaction Date | 6/6/2018  | MAIN CHECKING G 10100 | <b>Total</b> \$225.14     |
| Refer            | 75396 <u>PACE ANALYTICAL SERVICES</u>                           |                       |                           |
| Cash Payment     | E 602-49480-300 Professional Srvs (GENE                         |                       | \$88.62                   |
| Invoice          | 181293751 5/22/2018   |                       |                           |
| Transaction Date | 6/6/2018  | MAIN CHECKING G 10100 | <b>Total</b> \$88.62      |
| Refer            | 75397 <u>PORTACO, INC.</u>                                      |                       |                           |
| Cash Payment     | E 601-49430-220 Repair/Maint Supply (GE                         |                       | \$86.05                   |
| Invoice          | 43185 5/22/2018   |                       |                           |
| Transaction Date | 6/6/2018  | MAIN CHECKING G 10100 | <b>Total</b> \$86.05      |
| Refer            | 75411 <u>US BANK</u>  |                       |                           |
| Cash Payment     | E 601-47027-611 Bond Interest                                   |                       | \$807.75                  |
| Invoice          | LPAYMENT 126 5/26/2018  |                       |                           |
| Cash Payment     | E 601-47027-620 Fiscal Agent s Fees                             |                       | \$205.96                  |
| Invoice          | LPAYMENT 126 5/26/2018  |                       |                           |
| Transaction Date | 6/6/2018  | MAIN CHECKING G 10100 | <b>Total</b> \$1,013.71   |
| Refer            | 75414 <u>CENTURYLINK</u>  |                       |                           |
| Cash Payment     | E 601-49440-321 Telephone                                       |                       | \$44.52                   |
| Invoice          | 218 D24-1001 5/1/2018   |                       |                           |
| Transaction Date | 6/6/2018  | MAIN CHECKING G 10100 | <b>Total</b> \$44.52      |
| Refer            | 75416 <u>PUBLIC UTILITIES COMMISSION1 Ck# 004269E 6/26/2018</u> |                       |                           |
| Cash Payment     | E 602-49451-380 Utility Services (GENER                         |                       | \$1,086.61                |
| Invoice          | JUNE BILLS 6/1/2018   |                       |                           |
| Cash Payment     | E 602-49480-380 Utility Services (GENER                         |                       | \$4,566.37                |
| Invoice          | JUNE BILLS 6/1/2018   |                       |                           |
| Cash Payment     | E 601-49420-380 Utility Services (GENER                         |                       | \$2,254.46                |
| Invoice          | JUNE BILLS 6/1/2018   |                       |                           |
| Cash Payment     | E 604-49551-380 Utility Services (GENER                         |                       | \$32.40                   |
| Invoice          | JUNE BILLS 6/1/2018   |                       |                           |
| Transaction Date | 6/8/2018  | MAIN CHECKING G 10100 | <b>Total</b> \$7,939.84   |
| Refer            | 75417 <u>BUCK S HARDWARE HANK</u>                               |                       |                           |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE                         |                       | \$125.89                  |
| Invoice          | 2088 5/31/2018  |                       |                           |
| Transaction Date | 6/8/2018  | MAIN CHECKING G 10100 | <b>Total</b> \$125.89     |
| Refer            | 75419 <u>SOUTHERN MN MUNICIPAL POWE Ck# 004268E 6/25/2018</u>   |                       |                           |
| Cash Payment     | E 604-49560-388 Purchase Power                                  |                       | \$127,457.95              |
| Invoice          | MAY POWER 6/1/2018  |                       |                           |
| Transaction Date | 6/8/2018  | MAIN CHECKING G 10100 | <b>Total</b> \$127,457.95 |
| Refer            | 75426 <u>BOBCAT OF DULUTH, INC.</u>                             |                       |                           |
| Cash Payment     | E 604-49570-220 Repair/Maint Supply (GE                         |                       | \$53.38                   |
| Invoice          | 26872 5/24/2018   |                       |                           |
| Cash Payment     | E 602-49451-220 Repair/Maint Supply (GE                         |                       | \$15.25                   |
| Invoice          | 26872 5/24/2018   |                       |                           |
| Cash Payment     | E 601-49430-220 Repair/Main! Supply (GE                         |                       | \$15.25                   |
| Invoice          | 26872 5/24/2018   |                       |                           |



# CITY OF GRAND MARAIS

## Payments

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Current Period: June 2018

|                  |   |                       |              |          |
|------------------|---|-----------------------|--------------|----------|
| Transaction Date | 6/8/2018                                | MAIN CHECKING G 10100 | <b>Total</b> | \$83.88  |
| Refer            | 75432 <i>COOK COUNTY HOME CENTER</i>    |                       |              |          |
| Cash Payment     | E 602-49480-210 Operating Supplies (GEN |                       |              | \$29.17  |
| Invoice          | 252218 5/14/2018                        |                       |              |          |
| Cash Payment     | E 602-49480-210 Operating Supplies (GEN |                       |              | \$23.97  |
| Invoice          | 252301 5/15/2018                        |                       |              |          |
| Cash Payment     | E 602-49480-210 Operating Supplies (GEN |                       |              | \$62.98  |
| Invoice          | 253016 5/31/2018                        |                       |              |          |
| Transaction Date | 6/8/2018                                | MAIN CHECKING G 10100 | <b>Total</b> | \$116.12 |
| Refer            | 75433 <i>PACE ANALYTICAL SERVICES</i>   |                       |              |          |
| Cash Payment     | E 601-49420-300 Professional Srvs (GENE |                       |              | \$90.80  |
| Invoice          | 181294137 6/4/2018                      |                       |              |          |
| Transaction Date | 6/8/2018                                | MAIN CHECKING G 10100 | <b>Total</b> | \$90.80  |
| Refer            | 75434 <i>MINNESOTA DEPARTMENT OF CO</i> |                       |              |          |
| Cash Payment     | E 604-49590-390 Conservation Improve    |                       |              | \$525.86 |
| Invoice          | Q1 ASSESSMEN 6/1/2018                   |                       |              |          |
| Transaction Date | 6/8/2018                                | MAIN CHECKING G 10100 | <b>Total</b> | \$525.86 |
| Refer            | 75435 <i>COOK COUNTY HOME CENTER</i>    |                       |              |          |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing |                       |              | \$93.62  |
| Invoice          | 251800 5/2/2018                         |                       |              |          |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing |                       |              | \$278.04 |
| Invoice          | 251891 5/4/2018                         |                       |              |          |
| Cash Payment     | E 604-49570-221 Equipment Parts/Builing |                       |              | \$77.35  |
| Invoice          | 252140 5/11/2018                        |                       |              |          |
| Transaction Date | 6/8/2018                                | MAIN CHECKING G 10100 | <b>Total</b> | \$449.01 |

### Fund Summary

|                             |                          |              |
|-----------------------------|--------------------------|--------------|
|                             | 10100 MAIN CHECKING GMSB |              |
| 101 GENERAL FUND            |                          | \$44,807.75  |
| 211 LIBRARY                 |                          | \$3,001.06   |
| 215 LIBRARY RESTRICTED FUND |                          | \$5,000.00   |
| 429 PUBLIC WORKS FACILITY   |                          | \$8,917.92   |
| 601 WATER                   |                          | \$3,728.42   |
| 602 SEWER                   |                          | \$24,287.26  |
| 604 ELECTRIC                |                          | \$128,986.58 |
| 609 MUNICIPAL LIQUOR FUND   |                          | \$32,973.80  |
|                             |                          | \$251,702.79 |

|  |              |
|--|--------------|
| Pre-Written Checks                     | \$135,721.94 |
| Checks to be Generated by the Computer | \$21,280.32  |
| Total                                  | \$157,002.26 |

DATE: June 27, 2018

TO: Mike Roth, City Administrator  
Grand Marais Public Utility Commission

FROM: Thomas Nelson  
Wastewater/Water Superintendent

RE: Olsen Lift Station Sewer Force Main

We have discovered a leak in the sewer force main on the west side of town along highway 61. This is the third leak on the line in the past 6 to 7 years. Some of the sewer was determined to be entering the storm sewer system. I contacted the MPCA and informed them of the release. The MPCA said that we had to shut the lift station down and pump the waste and or set a bypass line. Currently we are having the sewer trucked to the wastewater treatment facility.

I have contacted a company that installs emergency temporary bypass lines to come and install a system. The contract for the bypass line needs board approval. Because of the environmental emergency and public health concerns a second quote is was not obtained.

The temporary bypass line needs to be in place until the repair is made. The repair plans and work would be handled by the city engineer like the last time a repair was made in 2016. In 2016 the cost for last repair was \$45,600.

The line is a 4 inch PVC pipe that is about 2700 feet long and 38 years old. The possibility of future breaks and sewer releases appears high. The cost of repairing breaks along Highway 61 and setting up temporary bypass lines is very high. Therefore at this time I recommend we also approve the city engineer to develop a scope of work and plans to replace the 2700 feet of existing force main, emphasis on use some type of trenchless technology.

Thomas Nelson  
Water/Wastewater Superintendent  
Grand Marais Public Utilities



June 25, 2018

TO: Tom Nelson – Waste Water Superintendent  
Project: **Lift Station Forcemain Bypass**  
Location: **Grand Marais, Minnesota**

**Project Description**

Northern Dewatering (NDI) is pleased to offer the following quote for the above referenced project. This project will consist of bypassing the existing 4-inch forcemain from the existing lift station to the downstream discharge manhole. The discharge manhole is located about 2,800-LF downstream of the lift station.

**Flow Conditions**

You stated that the existing lift station handles about 150,000 to 200,000 gallons of wastewater per day (100-150 gpm).

**Service to be provided by NDI**

NDI will design, furnish, install, test, and remove a temporary HDPE forcemain for this project. NDI will route a single 6-inch HDPE pipe, from the lift station, across 5 driveway/entrances along the north side of Hwy-61, to the downstream discharge manhole (NDI will extend the discharge down into the discharge manhole).

NDI will pressure test the temporary forcemain prior to putting the pipe into service.

The City of Grand Marais will make the connection to the existing forcemain at the lift station.

NDI will return to the site and remove the temporary piping system after the City has repaired/replaced the existing forcemain.

**City of Grand Marais Responsibilities**

The City will be responsible for the daily operation and maintenance of the lift station. The City will be responsible for all excavation, pavement removal and restoration along the discharge route. NDI will work along side the City, placing the temporary piping in a trench crossing the entrance drives along Hwy-61, provide by the city. NDI will provide a flat flange fitting at the lift station that the City will connect the existing forcemain to.



The City responsibilities will also include the following:

- Source of water (for cleaning and testing)
- Access to site
- Dewatering if needed
- Permits of any type
- Bonds of any type
- Bulkheading / Pipe plugs
- Discharge Route
- State and Local Taxes
- Traffic Control
- Restoration of any kind

### **QUOTE**

NDI will furnish, install and remove the temporary piping system described under the heading "Service to be provided by NDI" for the sum of **\$ 66,896.00 for the minimum duration of 1-month**. Each additional day that the system is required beyond 1-month, NDI will charge a daily usage fee of \$ 200.00 per day from that date forward.

If additional services are required beyond what is described in this quotation, please contact Erin O'Brien at NDI at 763.428.2616 to discuss.

NDI's Terms and Conditions are made a part of this Quotation and Agreement. NDI's portion of this project does not leave product behind to be covered by any type of warranty, NDI will not accept reductions for retainage. Should the contractor feel it necessary to hold retainage, the contract would be increased by 10% to cover the cost. Interest of 1.5% per month will be charged on the unpaid balance.

### **NORTHERN DEWATERING, INC - TERMS AND CONDITIONS OF QUOTATION**

**PRIOR TO OUR DELIVERING EQUIPMENT AND DURING THE WORK ON THE PROJECT, THE CUSTOMER WILL BE RESPONSIBLE FOR THE ITEMS LISTED BELOW AND THEIR RELATED COST. CUSTOMER ALSO AGREES TO THE FOLLOWING TERMS AND CONDITIONS:**

1. **DELAYS:** Northern Dewatering, Inc. (NDI) intends to perform its work in a continual and uninterrupted manner on a 40-hour per week/ 8-hour per day basis. The Customer is responsible for all reasonable costs and additional charges associated with any delay in NDI's work to the extent that NDI has not caused the delay. Customer will grant NDI a reasonable amount of additional time to complete work delayed by no fault of NDI.
2. **LIQUIDATED DAMAGES:** The contract price does not include any allowance for liquidated or consequential damages. NDI will not accept any contract document containing liquidated damage or consequential damage provisions.
3. **INSURANCE:** NDI will provide, at its own expense, and maintain during the term of the contract its standard general liability, auto and workman's compensation insurance coverage. A Certificate of insurance naming the customer as a Certificate Holder, will be furnished upon request. NDI shall be reimbursed for the cost of any additional coverage requested in excess of its existing policy, including the naming of parties as Additional Insured and/ or providing a Waiver of Subrogation. Customer agrees to provide insurance coverage for all Equipment furnished to the project



- against theft, vandalism, rollover and all other calamities, that may occur.
4. **INDEMNIFICATION:** NDI agrees to indemnify and hold Customer harmless from and against any and all causes of action, claims and suits and to indemnify and reimburse Customer for court costs and awarded attorney's fees associated with the defense of any such matter to the extent that NDI is found to be negligent or at fault with the exception of the terms noted below. Customer agrees to defend, indemnify and hold NDI harmless from and against any and all causes of action, claims and suits and to indemnify and reimburse NDI for court costs and reasonable attorney fees associated with the defense of any such matter, including (a) those instances that the Customer is found to be negligent or at fault in whole or in part; (b) any alleged damages to property resulting from NDI's participation in the project, including but not limited to alleged subsidence and settling or alleged damaged to private and public wells; and (c) events concerning the presence of any contaminated, hazardous or toxic matter located or found on or near the project. In regards to item (c) Customer further agrees to assume all costs that may be associated with the handling and disposal of any contaminated, hazardous or toxic matter encountered during the course of the project. This indemnification applies to claims asserted by third parties, including private and governmental agencies, boards, and authorities.
  5. **PAYMENT:** Terms of payment are net thirty days from invoice date. A monthly service charge of 1.5%, or the maximum rate allowed by state law if less than 1.5%, is levied on all invoices not paid within thirty days. **Absolutely no retainage of any kind may be withheld from payment unless authorized in writing by NDI.** In the event the Payment Terms of this Agreement are broken Customer authorizes NDI to contact the property owner and/or general contractor or any other higher tier party, lender or bonding party on the Project and arrange for joint checks or direct checks to be written for unpaid job related invoices.
  6. **BREACH OF CONTRACT:** If any of the terms or conditions of this Contract are broken and if NDI provides written notice (by fax, mail, hand delivery or overnight service), specifying corrective action that must be taken and if such corrective action is not taken within three business days, then NDI has the right to enter the job site and, upon presentation of this contract (copy or original) and take possession of the Equipment. Unless otherwise provided in the Scope of Work, Customer agrees to assist with the loading of the Equipment and agrees to reimburse NDI for any costs associated with having to hire third parties to accomplish this task.
  7. **VENUE:** Both parties agree that venue for any legal action that may be required under this Contract shall be in the County or Circuit Court of Hennepin County, Minnesota, USA.
  8. The quantity of pumps, equipment, fittings, pipe, hoses, etc. is estimated and may be changed due to unforeseen or changing job conditions.
  9. Customer assumes all risk of loss due to operation and use of the Equipment.
  10. Customer is responsible for compliance with all local, state and federal laws and safety regulations. Adequate protection of the work site from caving, collapsing and any other construction hazard.
  11. Customer is responsible for all Equipment, repairs, maintenance and damage to the Equipment, excluding normal wear and tear. Equipment not returned due to loss or destruction not caused by NDI, or returned damaged beyond repair will be billed to



- the Customer at current list sale prices, less a discount allowance for usage. Should the Equipment require service, call the location that furnished the Equipment and report the problem to arrange for service. If it is after normal business hours, call the toll free **24-hour hotline at 1-763-428-2616**. Customer will need to have the serial number of the pump available, which is welded to the frame of the unit. Credit is not given for periods when the Equipment is not used. If damage of any kind is caused by Customer from improper use, application, lack of maintenance, etc., the Customer agrees to pay for the repairs needed. If the Customer is given written authorization to complete repairs caused by normal wear and tear and then submits reasonable receipts for the costs incurred, NDI will issue a credit memo to the Customer's account. Labor will be reimbursed at the rate of \$45.00 per approved hour.
12. There are no warranties, express or implied, which extend beyond those shown in this Agreement.
  13. Performance of a site survey, which physically indicates, by survey stakes the location of all well/work sites in accordance with this agreement.
  14. Preparation of suitable areas, including clearing and grubbing, for equipment and material storage, field buildings, office trailers and tool sheds.
  15. Acquisition and maintenance of all permits and licenses required under Minnesota Rules part 4725.3200, sub 3, for the completion of NDI's work.
  16. Installation and maintenance of area lighting. Jobsite security. Access to adequate sanitation facilities. Access to adequate communication facilities. Access to adequate emergency services and all emergency services provided to or by the prime contractor. Adequate pedestrian and traffic control and protection.
  17. All operation and day to day maintenance (including daily start-up and testing) of all the pumping equipment installed, including manpower, checking, providing and maintaining fuel and other fluid levels, electricity, greasing pump fittings, providing fuel tanks, etc.
  18. Removal and loading of NDI's equipment upon completion of its usage if removal charge is not accepted.
  19. Construction and maintenance of berms, dikes, ditches, equipment pads, excavations, all excavation, all excavation shoring, ramps, sumps, trenches, well sites and all other reasonable and necessary site preparation. Construction and maintenance of access roads capable of accommodating two-wheel drive construction and support vehicles under their own power to all work sites. Construction, assembly and maintenance of all necessary catwalks, ladders, and scaffolding, bracing, cribbing and other equipment supports.
  20. Adequate protection of NDI's equipment from damage due to actions or omissions.
  21. Removal of unusual, unnatural or unanticipated underground and surface obstructions, including concrete, that were not anticipated during the planning of the Scope of Work. Marking and any necessary relocation or protection of all on-site and surrounding utilities and service lines above and beneath the ground.
  22. Adequate control of water accumulating as perched or trapped water, overtopping water, runoff, seepage, surface water, interface water and in any other form not contemplated by NDI's pumping plan. Adequate control of erosion and sedimentation caused by discharge water or other runoff.
  23. Monitoring, sampling, testing, containment, treatment and disposal of discharge



- water, if necessary and unless otherwise provided by NDI's pumping proposal.
24. Stand-by power if required.
  25. Containment, treatment and disposal of all drilling cuttings, excavation spoils, and spent drilling and jetting fluids.
  26. Any required monitoring or testing of water pumped by NDI as part of its dewatering or bypass efforts, surrounding soils and surrounding water levels i.e.: providing a convenient and proximate site for the disposal and discharge of water pumped by NDI as part of its dewatering or bypass efforts
  27. Adequate and readily accessible water source and/ or authorized use of water sources at the work locations, including water meter if required.
  28. Preparation of necessary pads and/or benches to facilitate the installation of the equipment.
  29. Access to areas and facilities for the cleaning and decontamination of NDI equipment if required.
  30. Payment of any applicable sales, use, or excise taxes unless specifically noted on invoices.
  31. AGC standard subcontract rider will become part of all contracts.



**ACCEPTANCE OF QUOTATION AND CONFIRMATION OF AGREEMENT**

By signing below and initialing at the bottom of each of the pages contained herein, both Parties agree to the terms, prices and conditions listed within this agreement. It is agreed a facsimile or electronic copy of this agreement will hold the same force and effect as its pen signed original. Each party signing below represents that he or she is an authorized and legal agent and representative of the company listed and has full legal authority to represent their company in making this agreement. **No Equipment shall be delivered or work commence until this Agreement is signed by both parties.**

Agreed this \_\_\_\_\_ day of \_\_\_\_\_ 2018

**City of Grand Marais**

**Northern Dewatering, Inc.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name – Printed

\_\_\_\_\_  
Name – Printed

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

**Any changes to this Agreement must be initialed and dated by both parties to be in effect.**

