

**CITY OF HERMANTOWN  
UTILITY COMMISSION MEETING SUMMARY  
NOVEMBER 17, 2016  
5:30 P.M.**

**ROLL CALL:** Jim Samberg, Rob McLachlan, William Berg, Doug Kerfeld; John Mulder, City Administrator; Councilor Darlene Koski; Paul Senst, Public Works Director; Janice Shepherd, Utility Billing Clerk

**ABSENT:** John Mulder, Paul Senst and Darlene Koski

**VISITORS:**

**MINUTES**

Motion made by Rob McLachlan, seconded by Doug Kerfeld to approve the minutes of the October 20, 2016 regular meeting. Motion carried.

**PUBLIC DISCUSSION**

**OLD BUSINESS**

**NEW BUSINESS**

- a. Election of Officers for 2017:
  1. Motion made by Rob McLachlan, seconded by William Berg approving
    1. Jim Samberg as Chairman
    2. William Berg as Vice-Chairman
    3. Rob McLachlan as Secretary/Recorder

Motion carried.
- b. Motion made by William Berg, seconded by Doug Kerfeld recommending approval to Council to proceed with a Feasibility Study to install Water from 5546 W. Arrowhead Road going west and including Birch Valley Road and to install Sewer on Arrowhead Road from Lindahl Road going west and including Birch Valley Road since the petition met the required 51%. Motion carried.
- c. Motion made by Rob McLachlan, seconded by William Berg approving to cancel the December 15, 2016 meeting due to the holiday season but subject to change if needed. Motion carried.

## **REPORTS**

*The following reports were read and placed on file:*

- a. Budget to Actual Expenditure Report
- b. Water Loss Report
- c. Public Works Utility Maintenance Report
- d. Project and Policy Updates
- e. Water and Sewer Applications

## **COMMUNICATIONS**

*The following communications were read and placed on file:*

Communications 16-19U from MN Pollution Control Agency to City of Hermantown Regarding Permitted MS4 Wastewater in the St. Louis River Watershed

Communication 16-20U from Neil Witikko, Cable Access Coordinator to City of Hermantown regarding Hermantown Cable Access Coordinator's Report

Communication 16-213 from MN Energy to MN Energy Customers regarding Winter Construction Charges

Communication 16-240 from WLSSD to John Mulder, City Administrator regarding Western Lake Superior Sanitary District's Wastewater Treatment Plant Report for October 2016

Communication 16-244 from Christine Rollins to Utility Commission regarding Birch Valley Road Water and Sewer Petition

## **COMMISSION MEMBERS REPORT**

Jim Samberg – No Report

Rob McLachlan – No Report

William Berg – No Report

Doug Kerfeld – No Report

**RECESS**

Motion made by William Berg, seconded by Rob McLachlan to recess the meeting at 5:57pm. Motion carried.

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Rob McLachlan, Recording Secretary

Tape transcribed by:

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Janice Shepherd, Utility Billing Clerk