

**CITY OF HERMANTOWN  
UTILITY COMMISSION MEETING SUMMARY  
MARCH 17, 2016  
7:00 P.M.**

**ROLL CALL:** Jim Samberg, Rob McLachlan; William Berg; John Mulder, City Administrator; Councilor Darlene Koski; Dean Sharpe, City Superintendent; Janice Shepherd, Utility Billing Clerk

**ABSENT:** Dean Sharpe

**VISITORS:**

**MINUTES**

Motion made by Rob McLachlan, seconded by William Berg to approve the minutes of the January 21, 2016 regular meeting. February 18, 2016 meeting was cancelled. Motion carried.

**PUBLIC DISCUSSION**

- a. Trudy Andrews was present regarding her request for a sewer discount. She also brought her bill from Stone Plumbing and Heating Inc. for verification that the water did not enter into the sewer system
- b. John McGovern was present to inquire about getting water to his property located at 5545 Miller Trunk Hwy

**OLD BUSINESS**

**NEW BUSINESS**

- a. In response to the FOG Violation Notice a letter was sent to WLSSD from Dean Sharpe, City Superintendent requesting an extension on his action plan because he is waiting for test results to come back from Pace Analytical Laboratory to identify the location of the FOG producer.
- b. Motion made by Rob McLachlan, seconded by William Berg recommending approval to Council to increase the water rate from \$7.90 to \$8.08 per 1,000 gallons effective May 1, 2016 which is an increase of 2% to remain current with the City of Duluth's planned water rate increase. Motion carried.
- c. Motion made by Rob McLachlan, seconded by William Berg approving Trudy Andrew's sewer discount request in the amount of \$138.39 for March 1<sup>st</sup> and April 1<sup>st</sup> billing due to a water pipe break underneath her home in which the water did not enter into the sewer system. Motion carried.

- d. The Utility Commission recommended John McGovern to start a petition to see how many residents in his area would like water. If he gets 51% approval then the City would do a feasibility study.

## REPORTS

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

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

## COMMUNICATIONS

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

Communication 16-12 from WLSSD to John Mulder, City Administrator regarding Western Lake Superior Sanitary District's Wastewater Treatment Plant Report for November 2015

Communication 16-14 from Mediacom to City of Hermantown regarding adding Channel 105

Communication 16-17 from WLSSD to John Mulder, City Administrator regarding Western Lake Superior Sanitary District's Wastewater Treatment Plant Report for December 2015

Communication 16-27 from WLSSD to John Mulder, City Administrator regarding 2015 Wastewater Treatment Year-End Adjustments

Communication 16-30 from WLSSD to John Mulder, City Administrator regarding NOTICE OF VIOLATION – Wastewater Discharge of Waste Motor Oil and Fats, Oils and Grease in Violation of WLSSD Ordinances

Communication 16-32 from City of Duluth to City of Hermantown regarding Rate Increase Notice Effective May 1, 2016

Communication 16-01U from Dean Sharpe, City Superintendent to Utility Commission Regarding 2015 – 2016 Collection System Inflow & Infiltration (I&I) and Fats, Oils, and Grease (FOG) Program Report

Communication 16-02U from John Mulder, City Administrator to Utility Commission Regarding Proposed Water Rate Increase

Communication 16-03U from Janice Shepherd, Utility Billing Clerk to Utility Commission regarding Sewer Discount Request

**COMMISSION MEMBERS REPORT**

Jim Samberg – No Report

Rob McLachlan – No Report

William Berg – No Report

Vacancy – N/A

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**RECESS**

Motion made by William Berg, seconded by Rob McLachlan to recess the meeting at 6:08pm. Motion carried.

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Rob McLachlan, Recording Secretary

Tape transcribed by:

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Janice Shepherd, Utility Billing Clerk