

**CITY OF HERMANTOWN
UTILITY COMMISSION MEETING SUMMARY
APRIL 21, 2016
5:30 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:

VISITORS: Paul Senst, Public Works Director

MINUTES

Motion made by Rob McLachlan, seconded by William Berg to approve the minutes of the March 17, 2016 regular meeting. Motion carried.

PUBLIC DISCUSSION

OLD BUSINESS

NEW BUSINESS

- a. Motion made by Rob McLachlan, seconded by William Berg approving Donald Carlson's sewer discount request in the amount of \$196.91 because the addition water use did not enter into the sewer system. Motion carried.
- b. Motion made by Rob McLachlan, seconded by William Berg approving Vermillion Home's sewer discount request in the amount of \$216.43 because the addition water use did not enter into the sewer system. Motion carried.
- c. A tutorial on Adobe Pro was given by John Mulder, City Administrator in the hopes of switching to paperless agenda packets only if or when the commission feels comfortable with the new process.

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 16-42 from WLSSD to John Mulder, City Administrator regarding Western Lake Superior Sanitary District's Wastewater Treatment Plant Report for February 2016

Communication 16-45 from Mediacom to City of Hermantown regarding \$1 Billion Capital Investment

Communication 16-04U from Janice Shepherd, Utility Billing Clerk to Utility Commission regarding Sewer Discount Request

Communication 16-05U from Janice Shepherd, Utility Billing Clerk to Utility Commission regarding Sewer Discount Request

Communication 16-06U from Janice Shepherd, Utility Billing Clerk to Utility Commission regarding 2015 Drinking Water Report (CCR)

Communication 16-07U from John Mulder, City Administrator to Utility Commission Regarding Evaluation Report – Hwy 53 Water Tower

Communication 16-08U from John Mulder, City Administrator to Utility Commission Regarding Capitol Improvement Planning Process

Communication 16-09U from WLSSD to John Mulder, City Administrator regarding Waste Motor Oil and Fog Action Plan WLSSD's Review and Comments

Communication 16-64 from Mediacom to City of Hermantown regarding Moving Hallmark Movies & Mysteries to Digital Family TV Tier

Communication 16-87 from WLSSD to John Mulder, City Administrator regarding Western Lake Superior Sanitary District's Wastewater Treatment Plant Report for March 2016

COMMISSION MEMBERS REPORT

Jim Samberg – Welcomed the new Public Works Director, Paul Senst and wished Dean Sharpe well on his Retirement and that it was good working with him.

Rob McLachlan – No Report

William Berg – No Report

RECESS

Motion made by William Berg, seconded by Rob McLachlan to recess the meeting at 5:59pm. Motion carried.

Rob McLachlan, Recording Secretary

Tape transcribed by:

Janice Shepherd, Utility Billing Clerk