

CITY OF HERMANTOWN
UTILITY COMMISSION AGENDA – February 18, 2021

Because attendance at the regular meeting location is not entirely feasible due to the health pandemic, Hermantown's February 18, 2021, **UTILITY COMMISSION** Meeting will be conducted remotely.

The meeting will utilize the platform "Zoom" – which allows the public to view and/or hear the meeting from their phone or computer. Attendance is allowed at City Hall, with social distancing guidelines to be followed and masks required.

Topic: Utility Commission Meeting

Time: Feb 18, 2021 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89755353602>

Meeting ID: 897 5535 3602

One tap mobile

+13126266799,,89755353602# US (Chicago)

A few important tips regarding the Zoom platform:

- If your computer does not support audio, you can still watch the meeting on your computer and call in on your phone to hear the meeting
- It is a challenging situation for all of us, so grace and understanding are appreciated

**CITY OF HERMANTOWN
UTILITY COMMISSION AGENDA – February 18, 2021**

*CITY ADMINISTRATIVE BUILDING, 5105 MAPLE GROVE ROAD
5:30 PM – Via Zoom*

1. **ROLL CALL**
2. **MINUTES** – Approval or Correction
 - a. [January 21, 2021 regular meeting.](#)
3. **PUBLIC DISCUSSION** *(This is the time for which individuals can address the Commission about any item pertaining to utilities. The time limit is three minutes per person)*
4. **COMMUNICATIONS** (items of information only – any communication requiring action is provided under that item on the agenda)
 - a. **FROM:** [Northland Consulting Engineers](#)
TO: Hermantown City Council
RE: Lavaque Jct Water Main – MDH Permit
5. **OLD BUSINESS**
6. **NEW BUSINESS**
 - a. [WLSSD F.O.G. \(Fats, Oils & Grease\) & I&I Report](#)
 - b. [Cable Tv extension](#)
7. **REPORTS**
 - a. [Budget to Actual Expenditure Report](#)
 - b. [Public Works Utility Maintenance & Project Update Report](#)
 - c. [Water Loss Report](#)
 - d. [WLSSD Monthly Flow, Rain Fall & Flow](#)
 - e. [New Connections Report](#)
 - f. [Utility Billing Happenings](#)

8. COMMISSION MEMBERS REPORT

- a. Jim Samberg –
- b. William Berg –
- c. Robert McLachlan –
- d. Doug Kerfeld –
- e. Howard Jacobson
- f. Councilor Grant Hauschild -

9. RECESS

**CITY OF HERMANTOWN
UTILITY COMMISSION MEETING SUMMARY**

January 21, 2021

5:30 PM

This meeting was conducted via zoom by all participants

ROLL CALL Jim Samberg, William Berg, Doug Kerfeld, Rob McLachlan, Howard Jacobson, Councilor Grant Hauschild

ABSENT: None

VISITORS Kevin Orme, Director of Finance and Administration; Paul Senst, Director of Public Work; Lindsay Townsend, Utility Billing Clerk; Lars Waldner, Cable TV Coordinator; John Mulder, City Administrator

MINUTES

Motion by Jim Samberg, seconded Rob McLachlan by to approve the minutes of November 12, 2020 regular meeting with the correction of spelling Rob McLachlan's name. All ayes, motions carried 5-0.

PUBLIC DISCUSSION: There were no members of the public present.

COMMUNICATIONS (items of information only – any communication requiring action is provided under that item on the agenda)

The following communications were read and placed on file:

- a. 20-182
FROM: Mediacom
TO: City Officials
RE: Rate Adjustment
- b. 20-185
FROM: Dave Berg Consulting
TO: John Mulder, City Administrator
RE: Water and Sewer Bill Analysis
- c. 20-194
FROM: Todd Hagen & Kristina Norquist, Ehlers
TO: John Mulder, City Administrator
RE: Residential Water Bills & Water Consumption
- d.
FROM: WLSSD
TO: Regulatory Authority
RE: Discharge Monitoring Report

OLD BUSINESS – none

NEW BUSINESS

- a. Request to waive Late Fees – Beacon Bar Motion by Jim Samberg, second by Howard Jacobson to waive 50% of the late fee if the full amount was paid in full by the next due date of February 10th. All ayes, motion carried 5-0.
- b. Report and Presentation on Cable TV – Lars Waldner presented a report on the Cable TV noting that some of the equipment needed repairs. No action was taken.
- c. Report and Presentation – Annual Review – John Mulder gave a presentation of an overview of the Commission and a review of the year for the Utilities, including the results of the review of the high utility bills in 2020. No action was taken.
- d. Late Fees for January bill: Kevin Orme brought up the issue that since the City was changing the billing cycle with a new due date for payment which is earlier in the month, He recommended that the late fee be waived for the period between the new due date (Feb 10) and the previous date which would be closer to Feb 20th. Motion by Bill Berg, second by Jim Samberg to waive the late fees for that time period. All ayes, motion carried 5-0.

REPORTS

- a. Budget to Actual Expenditure Report – Report was attached
- b. Public Works Utility Maintenance Report- Report was attached
- c. Update on water billing complaints – Verbal Report as part of the Annual Review presentation prepared by John Mulder.
- d. Project and Policy Updates - John Mulder gave a verbal update, saying he was working on new way of reporting to keep the Utility Commission informed of the various projects and the milestones of those projects. Jim Samberg requested that the water loss report be included in that packet.
- e. Water and Sewer Applications Report - No Report was attached. Again, John Mulder reported that staff was looking at this process on how to report the applications, but it was not necessary for the Chair of the Commission to sign off on the applications.

COMMISSION MEMBERS REPORT

- a. Jim Samberg: Welcome to Councilor Grant Hauschild
- b. William Berg: No Report
- c. Robert McLachlan: No Report
- d. Doug Kerfeld: No Report
- e. Howard Jacobson: No Report
- f. Councilor Grant Hauschild: No Report -but thanked everyone for the welcome and looks forward to working with them and meeting them in person sometime in the future.

RECESS Motion by Jim Samberg, second by Bill Berg to adjourn. All ayes, motion carried 5-0. The meeting recessed at approximately 7:17.

Minutes prepared by:
John Mulder, City Administrator



Protecting, Maintaining and Improving the Health of All Minnesotans

Division of Environmental Health
PLAN REVIEW APPROVAL

Plans and specifications on watermain: Lavaque Junction, Hermantown, St. Louis County,
Plan No. 210275, PWSID 1690043

OWNERSHIP: Hermantown City Council, c/o Bonnie Engseth, Clerk, Hermantown City Hall,
5105 Maple Grove Road, Hermantown, Minnesota 55811-3605

SUBMITTER(S): Northland Consulting Engineers, LLP, c/o Mr. David Bolf, P.E.,
102 South 21st Avenue West, Duluth, Minnesota 55806

Date Received: January 8, 2021

Date Reviewed: January 25, 2021

APPROVAL: Based on the information provided to the Minnesota Department of Health (MDH) for review, this project is approved, contingent upon the project meeting all of the requirements listed below. Construction must be according to the plans and specifications provided to MDH.

LIMITED SCOPE: This review is limited to the project design's effect on the safety and sanitary quality of the drinking water and assumes the data on which the design is based are correct. Examination is based on MDH rules and applicable standards. This report applies to this project only, and not to any additional parts of the water system. The project designer is responsible for the project's features and equipment effectiveness.

ALTERATIONS: MDH must approve any changes that deviate from the approved plans before any changes are made. Otherwise, the construction will be considered installed without proper approval.

INSPECTIONS: It is the responsibility of the owner or owner's agent to contact MDH for any inspections that are listed in the requirements of this report. **The project owner must retain the plans at the project location.**

This project consists of the installation of 1,280 lineal feet of 8-inch HDPE SDR-11 watermain.

Requirement(s):

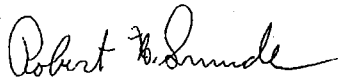
1. None

The approval is valid for two years from the date of this letter. If project construction has not begun within the two-year period, plans and specifications must be resubmitted to MDH for approval before any construction takes place. While the project has been contingently approved, changed conditions or additional information may result in additional requirements.

Lavaque Junction
PWSID 1690043
Watermain
Plan No. 210275
Page 2
February 4, 2021

If you have any questions regarding information contained in this report, please contact me at 651-201-4677 or robert.smude@state.mn.us.

Approved:

A handwritten signature in black ink that reads "Robert H. Smude". The signature is written in a cursive style with a large initial 'R'.

Robert H. Smude, P.E.
Public Health Engineer
Section of Drinking Water Protection
P.O. Box 64975
St. Paul, Minnesota 55164-0975

RHS:bcl

cc: Mr. David Bolf, P.E., Northland Consulting Engineers, LLP

**YEAR 2020 - 2021
Collection System Inflow & Infiltration (I & I) and
Fats, Oils and Grease (FOG) Program Report**



Community: City of Hermantown

Report Prepared By: Paul Senst Director of Public Works

Authorized Community Approval:

Print Name: John Mulder Title: City Administrator

Signature: John Mulder Date Approved: 2/11/21

I hereby certify that this report submittal was reviewed and authorized for submittal to WLSSD by the governing body of this community.

Engineer Certification:

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a Licensed Professional Engineer under the laws of the State of Minnesota.

Print Name: David Bolf

Signature: [Handwritten Signature]

Date: 2/11/21 License #: 40926

SECTION I: 2020 INFLOW AND INFILTRATION ANNUAL REPORT

2020 SANITARY SEWER OVERFLOW REPORT:

List any sanitary sewer overflows (including reported basement backups) that occurred in 2020 (attach additional sheet if necessary): **It is a requirement of the Minnesota Pollution Control Agency (MPCA) and WLSSD that all sewage releases are reported to the Minnesota Duty Officer.

| | <u>Date</u> | <u>Location</u> | <u>MIN Duty Report #</u> | <u>Follow-up Actions Taken</u> |
|----|-------------|-----------------|--------------------------|--------------------------------|
| 1. | | | | |
| 2. | None | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |

2020 BUILDING /PLUMBING PERMITS ISSUED FOR NEW HOME CONSTRUCTION AND CONNECTIONS TO THE SANITARY SEWER SYSTEM:

- Number of Building Permits Issued for New Home Constructions: 29
- Number of Plumbing Permits Issued for New Sewer Connections: 27

CURRENT COLLECTION SYSTEM OPERATOR CONTACT

Contact Person: Glen Leibel, Bob Miller, Chris Durovec, Aron Bjonskas, Chris LaFave, Alex Youngren, Jerrie Terhaar
Contact Phone (Office): 218-729-3640
Contact Phone (Cell): 218-391-0065
Contact Email: psenst@hermantownmn.com

INFLOW/INFILTRATION REDUCTION ACTIVITIES COMPLETED IN 2020 : (attach additional sheet(s) if necessary)

| 2020 Reduction Activity | Amount Completed | Location(s) or Basin(s) | Engineer's Estimate of I/I Reduction Achieved (GPD) | Total Funds Expended |
|---|---|-------------------------|---|----------------------|
| Footing Drains Disconnected | Provide Number of Footing Drains Disconnected: 0 | | | |
| Roof Drains Identified/ Disconnected | Provide Approximate Square Feet of Roof Area Disconnected: 0 | | | |
| Service Laterals Lined/Replaced | Provide # of Laterals Lined/ Replaced: 0 | | | |
| Sanitary/Storm Cross Connections Eliminated | Provide Number Eliminated: 0 | | | |

INFLOW/INFILTRATION REDUCTION ACTIVITIES COMPLETED IN 2020 (continued):

| 2020 Reduction Activity | Amount Completed | Location(s) or Basin(s) | Engineer's Estimate of I/I Reduction Achieved (GPD) | Total Funds Expended |
|--|---|--|---|--|
| Manholes Rehabilitated or Replaced | Provide # of Manholes Rehabilitated/ Replaced: <u>2</u> | Bayview Basin- 2 Manholes with the casings knocked off | 500 | 1500 |
| Manholes Plugged or Sealed | Provide # of Manholes Plugged/Sealed: <u>2</u> | 2 manholes in the Getchell Road Barrel section had pulled apart. Reset, cleaned and waterproofed w/ Mel-Roll. This would be Bayview basin. | 1500 | \$7500 |
| Sewer Line Rehabilitated or Replaced | Provide # Linear Feet Rehabilitated/ Replaced: <u>1</u> | 5454 W. Arrowhead Road 5' - Bad connection between sdr 35 and Sch. 40 with a ferroco. Ferroco was replaced and a hard connection made. | 1000 | \$0 City- Private side of sanitary lateral line. |
| Other Reduction Projects Completed Not Listed Above: | | | | |

INFLOW/INFILTRATION IDENTIFICATION ACTIVITIES COMPLETED IN 2020: (attach additional sheet(s) if necessary)

| 2020 Identification Activity | Amount Completed | Targeted Area/ Basins | Detailed Description of Issues Identified and Timeline to Address | Total Funds Expended |
|---|---|--------------------------|---|----------------------|
| Televising | Provide # of Lineal Feet Televised: _5280 Footage reviewed by: Great Lakes Pipe | | Televised LaVaque Jct. Road for 2024 Road Improvement Plan. No I&I found | |
| Flow Monitoring | 0 | | | |
| Smoke Testing | Provide # of Lineal Feet Smoke Tested: _____0_____ | | | |
| Dye Testing | 0 | | | |
| Other Identification Activities Completed Not Listed Above: | 0 | | | |

2020 RESIDENTIAL/COMMERCIAL CONNECTION INSPECTION COMPLIANCE SUMMARY:

- Total # Residential Connections in Community : 5
- Total # Commercial Connections in Community: 0
- TOTAL : 5

| Inspection Type | Total Inspections Completed in 2020 | 2020 Inspections Result – Compliant Properties | 2020 Inspections Result – Properties w/ Corrections Required | Inspection Method(s) |
|---|-------------------------------------|--|--|---------------------------------|
| Sump pumps/ foundation drain compliance | 5 | 5 | | Visual by lateral I&I Inspector |
| Sewer service lateral condition | 5 | 4 | 1 | Video Camera |

ATTACH separately a sheet(s) summarizing the inspection information from the table above:

- Addresses of sewer service laterals inspected during 2020:
 - 4173 Ugstad Road, 5105 W. Arrowhead Road, 4324 Rebecca Rd., 4400 Eagle Dr., **5120 W. Arrowhead Rd. (repair required here)**
 - found to be compromised and requiring repair;
 - found to be in compliance
- Address of structures inspected for sump pump/foundation drain compliance in 2020:
 - found to require sump pump installation;
 - found to require foundation drain disconnections other than through use of a sump pump;
 - found to be in compliance with sump pump/foundation drain disconnection program requirements

SUMMARY OF KEY COLLECTION SYSTEM MAINTENANCE/REPLACEMENT ACTIVITIES:

- Summarize key system maintenance/replacement activities completed during 2020 to improve or maintain the integrity of the collection system (e.g., system cleaning). If none, write "None".
 - We continued our systematic cleaning of our mains in Sections 23,24,25,36 and our "Grease Corridor" along Arrowhead Road and Hwy 53 by the Mexican Maya
 - Continued having Braun do our FOG inspections in 2020. Pretty much a quarterly inspection of our FOG producing establishments.
 - Cleaned lift stations 2x/ year.
 - Televised our Grease corridor especially by Sammys and Mc Donalds. Looking at this area closely for Grease build up even though their inspection(s) looks decent, we feel there is a potential for them to put a fair amount of grease in the sanitary sewer system.

INFLOW AND INFILTRATION QUANTITATIVE PEAK FLOW ANALYSIS

- Utilizing the precipitation and flow data supplied monthly by WLLSD, provide an analysis of peak flow increase or reduction achieved based on I/I reduction activities carried out in 2020 with comparisons made between 2019 and previous years.

There was no noticeable difference made in our peak flow analysis.

SANITARY SEWER USE ORDINANCE:

- The WLS&D Inflow and Infiltration Ordinance requires individual municipal sewer service lateral and sump pump or foundation drain programs to be enforceable no later than February 15, 2020. Attach a copy of the section of the current sewer use ordinance for your community that addresses service lateral and sump pump or foundation drain compliance.

INFLOW AND INFILTRATION PUBLIC AWARENESS/EDUCATION EFFORTS:

- Describe or attach any educational information, informational meetings or presentations provided to the public concerning inflow and infiltration over the past 12 months.

Only information here has been by word of mouth between home seller and us and realtors and us with the I&I lateral line inspection that will be required by WLS&D as of 7/1/21

COLLECTION SYSTEM/BASIN MAP

- Attach a current recent map/diagram of the community sanitary sewer collection system if any changes to the system in the past 12 months.

Section 24 trunk sewer was completed late in 2020 and early 2021. We do not have as-builts on this yet and into our mapping yet.

CAPITAL IMPROVEMENTS PLAN (CIP)

- If applicable, attach the section of the Capital Improvement Plan (CIP) for your community with regard to wastewater utilities that identifies future capital projects and schedule.

Nothing is CIP for the calendar year 2021.

COMMUNITY DEVELOPMENT PLANS:

- Provide a brief narrative describing any substantial commercial, industrial, or residential developments or major sewer extensions that could occur within the next 12 months that could result in significant increases of wastewater flows along with which sewer basins would be impacted.
 - Peyton Acres off of Stebner Road- 60+/- lots w/ City sanitary sewer- Bayview basin
 - Corner of Morris Thomas Road and Okerstrom Road. 26 potential lots- Bayview basin
 - 1 commercial building in the Marketplace for commercial usage- Haines basin
 - Corner of Lavague & Maple Grove road- Assisted living facility- 135 beds approx.- Bayview Basin

SECTION II: 2021 INFLOW AND INFILTRATION REDUCTION WORK PLAN

2021 PLANNED INFLOW AND INFILTRATION REDUCTION/IDENTIFICATION ACTIVITIES: (attach additional sheet(s) if necessary)

| Project | Project Type (select one) | Description of Project Need and Location/Basin | Amount Budgeted/Cost Estimate | Engineer's Estimate of I/I Reduction (GPD) |
|--|------------------------------|---|-------------------------------|--|
| I&I inflow spikes in Bayview Basin along trunkline corridor | Reduction or Identification | Visually inspect and GPS all manholes along the Basin to see if any or how many have infiltration into manholes from runoff or major rain events. Hopefully with a WLSDD Grant. | \$ 10,000.00 | Unknown |
| Fix manholes in this basin that have inflow due to rainevents or spring melt | Reduction or Identification | Fix manholes in Bayview basin that are noted by above process to have I&I | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |

2021 PLANNED INFLOW AND INFILTRATION REDUCTION/IDENTIFICATION ACTIVITIES (continued):

| Project | Project Type (circle one) | Description of Project Need and Location/Basin | Amount Budgeted/Cost Estimate | Engineer's Estimate of I/I Reduction (GPD) |
|---------|-----------------------------------|--|-------------------------------|--|
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |
| | Reduction or Identification | | | |

SECTION III: 2020 – 2021 Fats, Oils and Grease (FOG) Program Summary

- **SUMMARY OF 2020 FOG INSPECTIONS:**

- A. In the table below, provide a summary of inspection activities and findings; including any non-compliant facilities (attach additional sheet(s) if necessary).
- B. Attach copies of completed inspection forms for each facility inspected in 2019

| FOG Generator Name | Date of Inspection(s) | Inspector | FOG Equipment in Place? <i>(YES/NO)</i> | Type of Equipment in Place <i>(Grease Trap/Grease Interceptor/None)</i> | FOG Quantity Generated <i>(High/Medium/Low)</i> | Generator in Compliance with FOG Ordinance <i>(YES/NO)</i> |
|----------------------------|-----------------------|-----------|--|--|--|---|
| Please see attached report | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

• SUMMARY OF 2020 FOG INSPECTIONS (Continued):

| FOG Generator Name | Date of Inspection(s) | Inspector | FOG Equipment in Place? (YES/NO) | Type of Equipment in Place (Grease Trap/Grease Interceptor/None) | FOG Quantity Generated (High/Medium/Low) | Generator in Compliance with FOG Ordinance (YES/NO) |
|--------------------|-----------------------|-----------|----------------------------------|--|--|---|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

COMMUNITY FOG GENERATOR INVENTORY:

- Provide or attach an updated list of known FOG generators within your community and their current compliance status with local ordinance requirements regulating FOG discharge.
- List is the same as 2020.
 - In 2021 we will be reducing a few inspections that do not generate any FOG

ONGOING INSPECTIONS OF FOG ESTABLISHMENTS:

- What is the intended plan for 2021 and beyond within your community to communicate with FOG generators and to complete routine inspections to determine they are taking proper measures to prevent FOG from entering the wastewater collection system?
- Continue with Braun doing our inspections

NEW OR EXPANDED FOG GENERATORS

- Identify (if any) new or expanded FOG generators that have occurred within your community in the past 12 months (attach additional sheet(s) if necessary).

| New or Expanded FOG Generator Name | Facility Type | FOG Equipment in Place? (YES/NO) | Type of Equipment in Place (Grease Trap/Grease Interceptor/None) | FOG Quantity Generated (High/Medium/Low) | Generator in Compliance with FOG Ordinance (YES/NO) |
|-------------------------------------|---------------|----------------------------------|--|--|---|
| Social House took place of Farley's | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

FOG ENFORCEMENT ACTIVITIES:

- Describe enforcement actions (if any) taken against generators with regard to compliance with your FOG Ordinance, including the name of the generator, the enforcement action taken, and the end outcomes.

Have been none at this time. Cleanliness of these FOG producers has increased dramatically since we have had Braun completing our inspections Quarterly.

FOG VARIANCES:

- Provide documentation for any variances granted to a FOG generating facility pursuant to section 3.1.3.H of the WLSSD FOG Ordinance. (A municipal customer may grant a variance or conditional waiver if a FOG generating facility demonstrates to satisfaction of the municipality that any FOG discharge is negligible and will have insignificant impact on the sewer system (FOG generating facility must demonstrate that the discharge from its activities contains less than 100 mg/l of FOG.)

None Noted

FOG PUBLIC AWARENESS/EDUCATION ACTIVITIES:

- Attach copies of information distributed to residences or commercial establishments concerning FOG over the past 12 months.
 - None sent in 2020

TO: Utility Commission Members
FROM: John Mulder, City Administrator
DATE: January 15, 2021
SUBJECT: Mediacom Broadband
Expansion



Meeting Date: 2/18/21
Agenda Item: 6 B

REQUESTED ACTION

Approve Recommendation to the City Council of the use of Cable TV Funds for Mediacom “Field of Dreams” Broadband Expansion

BACKGROUND

Mediacom has received a Minnesota Border to Boarder Broadband Development grant from the MN Dept of Employment and Economic Development (DEED) for their “Field of Dreams” broadband expansion. A copy of the award letter and project map are attached.

Field of Dreams Grant Project:

- Expenditures = \$1,249,503.00 (DEED = \$624,751.00, Mediacom = \$585,502.00, Funding Partner = \$39,250.00)
- Complete Fiber to the Home (FTTH) build out (15.65 miles of underground, 1.61 miles aerial) totaling 17.26 miles.
- Passing 274 addresses (213 addresses in Hermantown and 61 addresses in Solway Township). Including 5 business in Hermantown and a Fire Hall.
- Services offered- Internet (offering up to 1Gbps downloads speeds) Phone (Unlimited Nation Wide Calling) and Video services (Free HD and thousands of titles Free On Demand).
- Completion date of December 2022 per DEED contract. Mediacom plans on a much earlier completion.

Mediacom has requested that the City contribute \$39, 250 from the City to complete the project. As of 12/31/2019, the Cable TV fund had a fund balance of \$381,394.

SOURCE OF FUNDS (if applicable)

Cable TV Fund 260-

ATTACHMENTS

Grant Award Letter
Project map

January 28, 2021

Bill Jensen
Mediacom Minnesota LLC - Field of Dreams - Hermantown, MN
1504 2nd Street SE, PO Box 110
Waseca, MN 56093

Dear Mr. Jensen:

I am pleased to inform you that Mediacom's application for the Minnesota Border to Border Broadband Development Grant is approved.

As outlined in your application, Mediacom is expected to invest the following:

- \$1,249,503 in overall eligible expenditures in the Field of Dreams - Hermantown, MN project, including the **\$624,751** in state grant funds contributed and awarded to you by Minnesota's citizens.

The grant will have a 2-year term, in which the project is expected to be completed as stated in your application.

A grant contract agreement is being prepared by the Office of Broadband Development staff. They will also provide you with information on performance goals, reporting, and the process for requesting grant funds. For additional information, please contact Jennifer Frost, Broadband Grants Administrator, at 651-259-7442.

Thank you for advancing border-to-border broadband development in Minnesota. We are excited about your project, and look forward to the long-term community and economic development success made possible by this infrastructure investment.

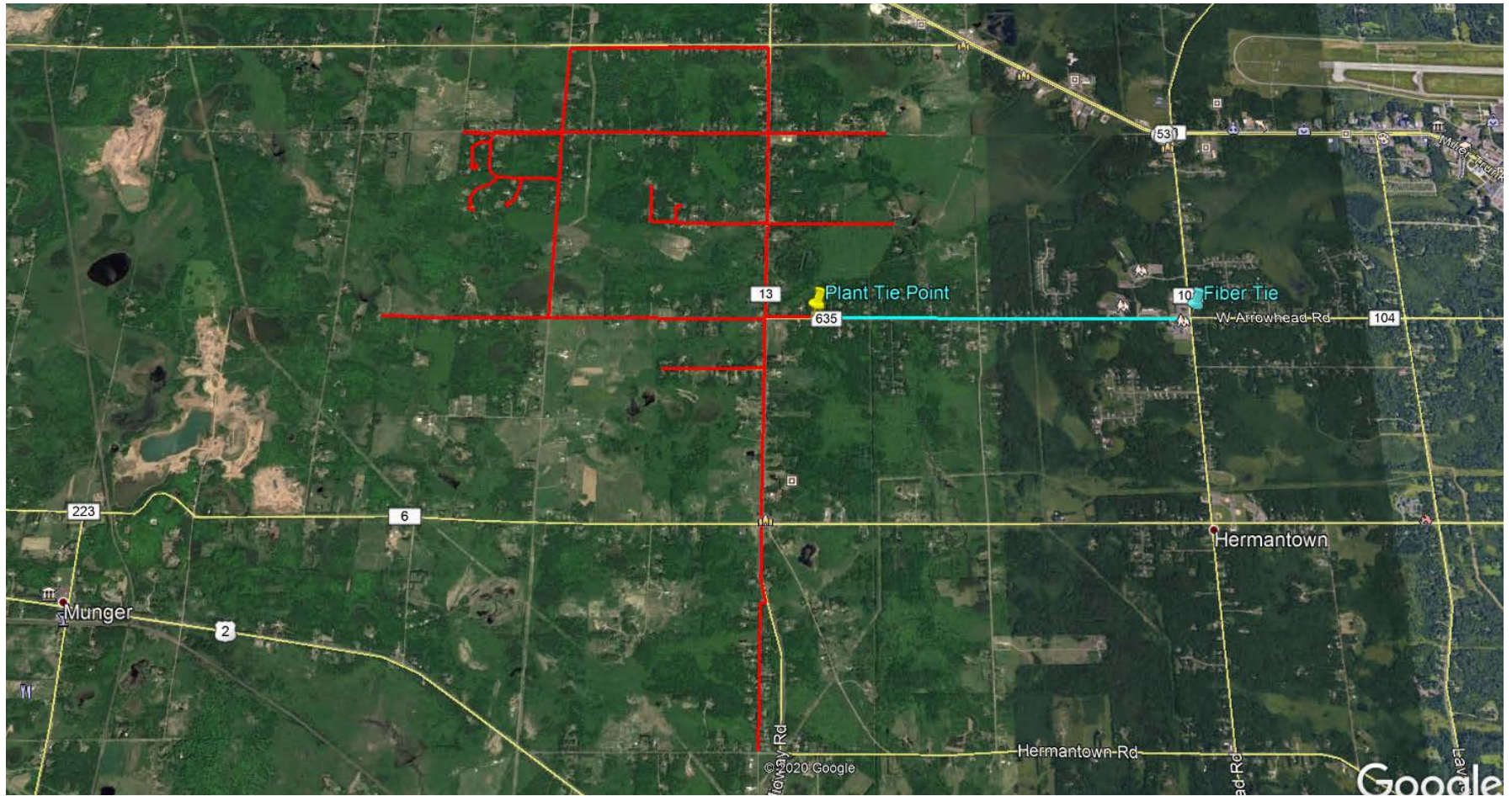
My best regards,



Steve Grove
Commissioner

C: Senator Thomas M. Bakk
Representative Mary Murphy

Mediacom Expansion 2021 Grant



Fund=260,601,602,603,605

| Account | Object | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % (8) Comm. |
|---------|----------------------------------|----------------------------|------------------|---------------------------|--------------------------|----------------------------|------------------|
| 260 | Cable TV Fund | | | | | | |
| 456101 | Cable | | | | | | |
| 101 | Full-Time Employees - Regular | 248.37 | 248.37 | 4,165.00 | 4,165.00 | 3,916.63 | 6 % |
| 121 | PERA Contributions - Coordinated | 19.65 | 19.65 | 312.00 | 312.00 | 292.35 | 6 % |
| 128 | Social Security | 15.49 | 15.49 | 258.00 | 258.00 | 242.51 | 6 % |
| 129 | Medicare | 3.62 | 3.62 | 60.00 | 60.00 | 56.38 | 6 % |
| 131 | Health Insurance | 97.61 | 97.61 | 906.00 | 906.00 | 808.39 | 11 % |
| 133 | Life Insurance | 0.54 | 0.54 | 9.00 | 9.00 | 8.46 | 6 % |
| 134 | Disability Insurance | 0.90 | 0.90 | 14.00 | 14.00 | 13.10 | 6 % |
| 136 | MSRS | 0.99 | 0.99 | 16.00 | 16.00 | 15.01 | 6 % |
| 151 | Workers Compensation | 0.00 | 0.00 | 6.00 | 6.00 | 6.00 | 0 % |
| 308 | Legal Fees | 0.00 | 0.00 | 300.00 | 300.00 | 300.00 | 0 % |
| 319 | Contracted Services | 625.00 | 625.00 | 7,500.00 | 7,500.00 | 6,875.00 | 8 % |
| 331 | Travel Expense | 13.65 | 13.65 | 0.00 | 0.00 | -13.65 | *** % |
| 361 | General Liability Insurance | 0.00 | 0.00 | 44.00 | 44.00 | 44.00 | 0 % |
| 404 | Equipment Maintenance | 4,581.01 | 4,581.01 | 1,000.00 | 1,000.00 | -3,581.01 | 458 % |
| | Account Total: | 5,606.83 | 5,606.83 | 14,590.00 | 14,590.00 | 8,983.17 | 38 % |
| | Fund Total: | 5,606.83 | 5,606.83 | 14,590.00 | 14,590.00 | 8,983.17 | 38 % |
| 601 | Water Enterprise Fund | | | | | | |
| 494300 | Water Distribution | | | | | | |
| 101 | Full-Time Employees - Regular | 8,530.29 | 8,530.29 | 161,050.00 | 161,050.00 | 152,519.71 | 5 % |
| 102 | Full-Time Employees - Overtime | 652.88 | 652.88 | 12,537.00 | 12,537.00 | 11,884.12 | 5 % |
| 121 | PERA Contributions - Coordinated | 688.73 | 688.73 | 13,019.00 | 13,019.00 | 12,330.27 | 5 % |
| 128 | Social Security | 542.82 | 542.82 | 10,762.00 | 10,762.00 | 10,219.18 | 5 % |
| 129 | Medicare | 126.95 | 126.95 | 2,517.00 | 2,517.00 | 2,390.05 | 5 % |
| 131 | Health Insurance | 6,734.37 | 6,734.37 | 72,063.00 | 72,063.00 | 65,328.63 | 9 % |
| 133 | Life Insurance | 12.66 | 12.66 | 223.00 | 223.00 | 210.34 | 6 % |
| 134 | Disability Insurance | 52.65 | 52.65 | 819.00 | 819.00 | 766.35 | 6 % |
| 136 | MSRS | 9.86 | 9.86 | 130.00 | 130.00 | 120.14 | 8 % |
| 151 | Workers Compensation | 0.00 | 0.00 | 7,009.00 | 7,009.00 | 7,009.00 | 0 % |
| 212 | Motor Fuels | 217.05 | 217.05 | 3,000.00 | 3,000.00 | 2,782.95 | 7 % |
| 216 | Uniforms | 77.55 | 77.55 | 500.00 | 500.00 | 422.45 | 16 % |
| 221 | General Supplies | 267.91 | 267.91 | 5,000.00 | 5,000.00 | 4,732.09 | 5 % |
| 228 | Utility System Maint Supplies | 199.99 | 199.99 | 4,000.00 | 4,000.00 | 3,800.01 | 5 % |
| 314 | Computer/Software Fees | 0.00 | 0.00 | 3,750.00 | 3,750.00 | 3,750.00 | 0 % |
| 315 | School & Conference | 45.65 | 45.65 | 3,500.00 | 3,500.00 | 3,454.35 | 1 % |
| 319 | Contracted Services | 0.00 | 0.00 | 30,000.00 | 30,000.00 | 30,000.00 | 0 % |
| 331 | Travel Expense | 0.00 | 0.00 | 750.00 | 750.00 | 750.00 | 0 % |
| 361 | General Liability Insurance | 0.00 | 0.00 | 4,949.00 | 4,949.00 | 4,949.00 | 0 % |
| 382 | Water Purchases | 0.00 | 0.00 | 711,000.00 | 711,000.00 | 711,000.00 | 0 % |
| 404 | Equipment Maintenance | 0.00 | 0.00 | 5,000.00 | 5,000.00 | 5,000.00 | 0 % |
| 405 | Computer Maintenance | 2,400.00 | 2,400.00 | 0.00 | 0.00 | -2,400.00 | *** % |
| 406 | Vehicle Maintenance | 0.00 | 0.00 | 2,500.00 | 2,500.00 | 2,500.00 | 0 % |
| 413 | Equipment Rental | 0.00 | 0.00 | 12,500.00 | 12,500.00 | 12,500.00 | 0 % |
| 417 | Uniform Rental | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 | 0 % |

Fund=260,601,602,603,605

| Account Object | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % (8) |
|---|-------------------------|------------------|------------------------|-----------------------|-------------------------|------------|
| 601 Water Enterprise Fund | | | | | | |
| 451 Dues & Subscriptions | 676.00 | 676.00 | 700.00 | 700.00 | 24.00 | 97 % |
| 470 Booster Pump Repairs | 0.00 | 0.00 | 250.00 | 250.00 | 250.00 | 0 % |
| 471 Water Line Repairs | 1,152.90 | 1,152.90 | 25,000.00 | 25,000.00 | 23,847.10 | 5 % |
| 472 Hydrant Repairs | 0.00 | 0.00 | 29,500.00 | 29,500.00 | 29,500.00 | 0 % |
| 540 Office Equip/Furnishings | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 | 0 % |
| 542 Light Equipment | 0.00 | 0.00 | 6,000.00 | 6,000.00 | 6,000.00 | 0 % |
| 544 Motor Vehicles | 0.00 | 0.00 | 165,000.00 | 165,000.00 | 165,000.00 | 0 % |
| 580 Other Equipment | 6,296.22 | 6,296.22 | 314,500.00 | 314,500.00 | 308,203.78 | 2 % |
| Account Total: | 28,684.48 | 28,684.48 | 1,609,028.00 | 1,609,028.00 | 1,580,343.52 | 2 % |
| 494400 Water Administration and General | | | | | | |
| 101 Full-Time Employees - Regular | 4,720.11 | 4,720.11 | 81,921.00 | 81,921.00 | 77,200.89 | 6 % |
| 102 Full-Time Employees - Overtime | 0.00 | 0.00 | 505.00 | 505.00 | 505.00 | 0 % |
| 121 PERA Contributions - Coordinated | 360.76 | 360.76 | 6,182.00 | 6,182.00 | 5,821.24 | 6 % |
| 128 Social Security | 281.10 | 281.10 | 5,110.00 | 5,110.00 | 4,828.90 | 6 % |
| 129 Medicare | 65.74 | 65.74 | 1,195.00 | 1,195.00 | 1,129.26 | 6 % |
| 131 Health Insurance | 3,080.99 | 3,080.99 | 20,002.00 | 20,002.00 | 16,921.01 | 15 % |
| 133 Life Insurance | 7.99 | 7.99 | 156.00 | 156.00 | 148.01 | 5 % |
| 134 Disability Insurance | 15.14 | 15.14 | 355.00 | 355.00 | 339.86 | 4 % |
| 136 MSRS | 13.14 | 13.14 | 208.00 | 208.00 | 194.86 | 6 % |
| 151 Workers Compensation | 0.00 | 0.00 | 115.00 | 115.00 | 115.00 | 0 % |
| 202 Printing Supplies | 0.00 | 0.00 | 600.00 | 600.00 | 600.00 | 0 % |
| 301 Audit/Account Services | 472.50 | 472.50 | 4,500.00 | 4,500.00 | 4,027.50 | 11 % |
| 305 Engineer Fees | 5,800.00 | 5,800.00 | 0.00 | 0.00 | -5,800.00 | ** % |
| 308 Legal Fees | 0.00 | 0.00 | 3,000.00 | 3,000.00 | 3,000.00 | 0 % |
| 314 Computer/Software Fees | 1,000.00 | 1,000.00 | 1,800.00 | 1,800.00 | 800.00 | 56 % |
| 319 Contracted Services | 3.25 | 3.25 | 3,200.00 | 3,200.00 | 3,196.75 | 0 % |
| 321 Telephone | 36.96 | 36.96 | 2,210.00 | 2,210.00 | 2,173.04 | 2 % |
| 322 Internet | 41.38 | 41.38 | 280.00 | 280.00 | 238.62 | 15 % |
| 323 Gopher One Call Locates | 74.13 | 74.13 | 1,550.00 | 1,550.00 | 1,475.87 | 5 % |
| 325 Postage | 10.00 | 10.00 | 3,675.00 | 3,675.00 | 3,665.00 | 0 % |
| 331 Travel Expense | 91.00 | 91.00 | 1,400.00 | 1,400.00 | 1,309.00 | 7 % |
| 351 Legal Notices Publishing | 0.00 | 0.00 | 600.00 | 600.00 | 600.00 | 0 % |
| 361 General Liability Insurance | 0.00 | 0.00 | 4,093.00 | 4,093.00 | 4,093.00 | 0 % |
| 381 Electricity | 0.00 | 0.00 | 6,850.00 | 6,850.00 | 6,850.00 | 0 % |
| 383 Heating Gas | 343.98 | 343.98 | 3,200.00 | 3,200.00 | 2,856.02 | 11 % |
| 405 Computer Maintenance | 7,447.31 | 7,447.31 | 14,964.00 | 14,964.00 | 7,516.69 | 50 % |
| 420 Depreciation Expenses | 0.00 | 0.00 | 200,000.00 | 200,000.00 | 200,000.00 | 0 % |
| 720 Transfer Out | 0.00 | 0.00 | 91,838.00 | 91,838.00 | 91,838.00 | 0 % |
| Account Total: | 23,865.48 | 23,865.48 | 459,509.00 | 459,509.00 | 435,643.52 | 5 % |
| Fund Total: | 52,549.96 | 52,549.96 | 2,068,537.00 | 2,068,537.00 | 2,015,987.04 | 3 % |
| 602 Sewer Enterprise Fund | | | | | | |

Fund=260,601,602,603,605

| Account | Object | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % (8) Comm. |
|---------|----------------------------------|----------------------------|------------------|---------------------------|--------------------------|----------------------------|------------------|
| 602 | Sewer Enterprise Fund | | | | | | |
| 494500 | Sewer Maintenance | | | | | | |
| 101 | Full-Time Employees - Regular | 5,953.83 | 5,953.83 | 118,951.00 | 118,951.00 | 112,997.17 | 5 % |
| 102 | Full-Time Employees - Overtime | 449.01 | 449.01 | 9,118.00 | 9,118.00 | 8,668.99 | 5 % |
| 121 | PERA Contributions - Coordinated | 480.21 | 480.21 | 9,605.00 | 9,605.00 | 9,124.79 | 5 % |
| 128 | Social Security | 377.92 | 377.92 | 7,940.00 | 7,940.00 | 7,562.08 | 5 % |
| 129 | Medicare | 88.36 | 88.36 | 1,857.00 | 1,857.00 | 1,768.64 | 5 % |
| 131 | Health Insurance | 4,538.58 | 4,538.58 | 52,944.00 | 52,944.00 | 48,405.42 | 9 % |
| 133 | Life Insurance | 7.99 | 7.99 | 168.00 | 168.00 | 160.01 | 5 % |
| 134 | Disability Insurance | 32.47 | 32.47 | 603.00 | 603.00 | 570.53 | 5 % |
| 136 | MSRS | 4.93 | 4.93 | 104.00 | 104.00 | 99.07 | 5 % |
| 151 | Workers Compensation | 0.00 | 0.00 | 5,237.00 | 5,237.00 | 5,237.00 | 0 % |
| 212 | Motor Fuels | 144.70 | 144.70 | 1,500.00 | 1,500.00 | 1,355.30 | 10 % |
| 216 | Uniforms | 77.55 | 77.55 | 350.00 | 350.00 | 272.45 | 22 % |
| 221 | General Supplies | 281.66 | 281.66 | 2,500.00 | 2,500.00 | 2,218.34 | 11 % |
| 228 | Utility System Maint Supplies | 0.00 | 0.00 | 2,500.00 | 2,500.00 | 2,500.00 | 0 % |
| 229 | Lift Station Maintenance | 0.00 | 0.00 | 15,000.00 | 15,000.00 | 15,000.00 | 0 % |
| 314 | Computer/Software Fees | 0.00 | 0.00 | 3,750.00 | 3,750.00 | 3,750.00 | 0 % |
| 315 | School & Conference | 45.65 | 45.65 | 1,500.00 | 1,500.00 | 1,454.35 | 3 % |
| 317 | Personnel Testing, Physicals, | 0.00 | 0.00 | 450.00 | 450.00 | 450.00 | 0 % |
| 319 | Contracted Services | 3,625.00 | 3,625.00 | 23,500.00 | 23,500.00 | 19,875.00 | 15 % |
| 331 | Travel Expense | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 | 0 % |
| 351 | Legal Notices Publishing | 0.00 | 0.00 | 561.00 | 561.00 | 561.00 | 0 % |
| 361 | General Liability Insurance | 0.00 | 0.00 | 1,601.00 | 1,601.00 | 1,601.00 | 0 % |
| 385 | Sewer Charges | 41,026.00 | 41,026.00 | 564,000.00 | 564,000.00 | 522,974.00 | 7 % |
| 403 | Road Maintenance | 0.00 | 0.00 | 5,000.00 | 5,000.00 | 5,000.00 | 0 % |
| 404 | Equipment Maintenance | 1,409.71 | 1,409.71 | 5,500.00 | 5,500.00 | 4,090.29 | 26 % |
| 406 | Vehicle Maintenance | 53.91 | 53.91 | 2,500.00 | 2,500.00 | 2,446.09 | 2 % |
| 413 | Equipment Rental | 0.00 | 0.00 | 6,500.00 | 6,500.00 | 6,500.00 | 0 % |
| 451 | Dues & Subscriptions | 120.00 | 120.00 | 150.00 | 150.00 | 30.00 | 80 % |
| 460 | Permits & Licenses | 0.00 | 0.00 | 250.00 | 250.00 | 250.00 | 0 % |
| 475 | Sewerline Repairs | 2,600.00 | 2,600.00 | 15,000.00 | 15,000.00 | 12,400.00 | 17 % |
| 476 | Lift Station Repairs Sewer | 20.11 | 20.11 | 15,000.00 | 15,000.00 | 14,979.89 | 0 % |
| 477 | I & I Maintenance | 0.00 | 0.00 | 15,000.00 | 15,000.00 | 15,000.00 | 0 % |
| 478 | Sewer Cleaning | 0.00 | 0.00 | 45,000.00 | 45,000.00 | 45,000.00 | 0 % |
| 499 | Miscellaneous | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 | 0 % |
| 540 | Office Equip/Furnishings | 0.00 | 0.00 | 750.00 | 750.00 | 750.00 | 0 % |
| 580 | Other Equipment | 6,175.00 | 6,175.00 | 2,500.00 | 2,500.00 | -3,675.00 | 247 % |
| 590 | Pumping Plant & Lift Stations | 0.00 | 0.00 | 40,000.00 | 40,000.00 | 40,000.00 | 0 % |
| | Account Total: | 67,512.59 | 67,512.59 | 977,889.00 | 977,889.00 | 910,376.41 | 7 % |
| 494900 | Sewer Administration and General | | | | | | |
| 101 | Full-Time Employees - Regular | 3,673.13 | 3,673.13 | 72,140.00 | 72,140.00 | 68,466.87 | 5 % |
| 102 | Full-Time Employees - Overtime | 0.00 | 0.00 | 505.00 | 505.00 | 505.00 | 0 % |
| 121 | PERA Contributions - Coordinated | 278.92 | 278.92 | 5,448.00 | 5,448.00 | 5,169.08 | 5 % |
| 128 | Social Security | 217.44 | 217.44 | 4,504.00 | 4,504.00 | 4,286.56 | 5 % |
| 129 | Medicare | 50.86 | 50.86 | 1,053.00 | 1,053.00 | 1,002.14 | 5 % |
| 131 | Health Insurance | 2,221.22 | 2,221.22 | 18,061.00 | 18,061.00 | 15,839.78 | 12 % |
| 133 | Life Insurance | 6.71 | 6.71 | 140.00 | 140.00 | 133.29 | 5 % |

Fund=260,601,602,603,605

| Account Object | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % (8) Comm. |
|--------------------------------------|-------------------------|------------------|------------------------|-----------------------|-------------------------|---------------|
| 602 Sewer Enterprise Fund | | | | | | |
| 134 Disability Insurance | 12.13 | 12.13 | 323.00 | 323.00 | 310.87 | 4 % |
| 136 MSRS | 11.49 | 11.49 | 182.00 | 182.00 | 170.51 | 6 % |
| 151 Workers Compensation | 0.00 | 0.00 | 101.00 | 101.00 | 101.00 | 0 % |
| 202 Printing Supplies | 0.00 | 0.00 | 400.00 | 400.00 | 400.00 | 0 % |
| 301 Audit/Account Services | 472.50 | 472.50 | 4,500.00 | 4,500.00 | 4,027.50 | 11 % |
| 305 Engineer Fees | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 | 0 % |
| 308 Legal Fees | 0.00 | 0.00 | 900.00 | 900.00 | 900.00 | 0 % |
| 314 Computer/Software Fees | 1,000.00 | 1,000.00 | 2,000.00 | 2,000.00 | 1,000.00 | 50 % |
| 315 School & Conference | 0.00 | 0.00 | 50.00 | 50.00 | 50.00 | 0 % |
| 319 Contracted Services | 3.25 | 3.25 | 300.00 | 300.00 | 296.75 | 1 % |
| 321 Telephone | 32.17 | 32.17 | 2,100.00 | 2,100.00 | 2,067.83 | 2 % |
| 322 Internet | 62.07 | 62.07 | 700.00 | 700.00 | 637.93 | 9 % |
| 323 Gopher One Call Locates | 49.42 | 49.42 | 950.00 | 950.00 | 900.58 | 5 % |
| 325 Postage | 10.00 | 10.00 | 2,580.00 | 2,580.00 | 2,570.00 | 0 % |
| 331 Travel Expense | 45.49 | 45.49 | 880.00 | 880.00 | 834.51 | 5 % |
| 351 Legal Notices Publishing | 0.00 | 0.00 | 100.00 | 100.00 | 100.00 | 0 % |
| 361 General Liability Insurance | 0.00 | 0.00 | 4,736.00 | 4,736.00 | 4,736.00 | 0 % |
| 381 Electricity | 0.00 | 0.00 | 8,000.00 | 8,000.00 | 8,000.00 | 0 % |
| 383 Heating Gas | 214.99 | 214.99 | 2,400.00 | 2,400.00 | 2,185.01 | 9 % |
| 405 Computer Maintenance | 7,447.31 | 7,447.31 | 14,963.00 | 14,963.00 | 7,515.69 | 50 % |
| 420 Depreciation Expenses | 0.00 | 0.00 | 556,747.00 | 556,747.00 | 556,747.00 | 0 % |
| 720 Transfer Out | 0.00 | 0.00 | 67,944.00 | 67,944.00 | 67,944.00 | 0 % |
| Account Total: | 15,809.10 | 15,809.10 | 773,707.00 | 773,707.00 | 757,897.90 | 2 % |
| 495000 Transfer Out | | | | | | |
| 720 Transfer Out | 0.00 | 0.00 | 99,125.00 | 99,125.00 | 99,125.00 | 0 % |
| Account Total: | 0.00 | 0.00 | 99,125.00 | 99,125.00 | 99,125.00 | 0 % |
| Fund Total: | 83,321.69 | 83,321.69 | 1,850,721.00 | 1,850,721.00 | 1,767,399.31 | 5 % |
| 603 Storm Water Enterprise Fund | | | | | | |
| 441100 Storm Water | | | | | | |
| 101 Full-Time Employees - Regular | 4,552.53 | 4,552.53 | 63,588.00 | 63,588.00 | 59,035.47 | 7 % |
| 102 Full-Time Employees - Overtime | 235.14 | 235.14 | 2,046.00 | 2,046.00 | 1,810.86 | 11 % |
| 121 PERA Contributions - Coordinated | 362.51 | 362.51 | 4,923.00 | 4,923.00 | 4,560.49 | 7 % |
| 128 Social Security | 284.56 | 284.56 | 4,069.00 | 4,069.00 | 3,784.44 | 7 % |
| 129 Medicare | 66.53 | 66.53 | 952.00 | 952.00 | 885.47 | 7 % |
| 131 Health Insurance | 3,821.28 | 3,821.28 | 19,197.00 | 19,197.00 | 15,375.72 | 20 % |
| 133 Life Insurance | 8.94 | 8.94 | 112.00 | 112.00 | 103.06 | 8 % |
| 134 Disability Insurance | 17.58 | 17.58 | 297.00 | 297.00 | 279.42 | 6 % |
| 136 MSRS | 14.77 | 14.77 | 130.00 | 130.00 | 115.23 | 11 % |
| 151 Workers Compensation | 0.00 | 0.00 | 1,592.00 | 1,592.00 | 1,592.00 | 0 % |
| 305 Engineer Fees | 0.00 | 0.00 | 6,000.00 | 6,000.00 | 6,000.00 | 0 % |
| 308 Legal Fees | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 | 0 % |
| 310 Recording/Filing Fees | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 | 0 % |
| 314 Computer/Software Fees | 1,000.00 | 1,000.00 | 0.00 | 0.00 | -1,000.00 | *** % |

Fund=260,601,602,603,605

| Account Object | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % (8) Comm. |
|---|-------------------------|-------------------|------------------------|-----------------------|-------------------------|---------------|
| 603 Storm Water Enterprise Fund | | | | | | |
| 319 Contracted Services | 0.00 | 0.00 | 30,000.00 | 30,000.00 | 30,000.00 | 0 % |
| 325 Postage | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 | 0 % |
| 331 Travel Expense | 45.49 | 45.49 | 300.00 | 300.00 | 254.51 | 15 % |
| 403 Road Maintenance | 0.00 | 0.00 | 11,000.00 | 11,000.00 | 11,000.00 | 0 % |
| 413 Equipment Rental | 0.00 | 0.00 | 10,000.00 | 10,000.00 | 10,000.00 | 0 % |
| 451 Dues & Subscriptions | 0.00 | 0.00 | 2,000.00 | 2,000.00 | 2,000.00 | 0 % |
| 530 Improvements Other Than Bldgs | 0.00 | 0.00 | 150,000.00 | 150,000.00 | 150,000.00 | 0 % |
| 550 Street Improvements | 0.00 | 0.00 | 149,935.00 | 149,935.00 | 149,935.00 | 0 % |
| 720 Transfer Out | 0.00 | 0.00 | 21,945.00 | 21,945.00 | 21,945.00 | 0 % |
| Account Total: | 10,409.33 | 10,409.33 | 480,086.00 | 480,086.00 | 469,676.67 | 2 % |
| 495000 Transfer Out | | | | | | |
| 720 Transfer Out | 0.00 | 0.00 | 6,125.00 | 6,125.00 | 6,125.00 | 0 % |
| Account Total: | 0.00 | 0.00 | 6,125.00 | 6,125.00 | 6,125.00 | 0 % |
| Fund Total: | 10,409.33 | 10,409.33 | 486,211.00 | 486,211.00 | 475,801.67 | 2 % |
| 605 Street Lighting & Traffic Signalization | | | | | | |
| 431160 Street Lighting | | | | | | |
| 227 Street Lights & Signs | 0.00 | 0.00 | 5,000.00 | 5,000.00 | 5,000.00 | 0 % |
| 381 Electricity | 0.00 | 0.00 | 28,000.00 | 28,000.00 | 28,000.00 | 0 % |
| Account Total: | 0.00 | 0.00 | 33,000.00 | 33,000.00 | 33,000.00 | 0 % |
| Fund Total: | 0.00 | 0.00 | 33,000.00 | 33,000.00 | 33,000.00 | 0 % |
| Grand Total: | 151,887.81 | 151,887.81 | 4,453,059.00 | 4,453,059.00 | 4,301,171.19 | 3 % |

**Public Works
Utility Maintenance Report**

| | | | | | |
|--------------------------|-----------|----------|-----|-----------|--|
| Meeting Date: | 2/18/2021 | | | | |
| Reporting Period: | From: | 1/1/2021 | To: | 1/31/2020 | |

1. Water Utility

- a. 3 Water main breaks
 - i. Lavaque & 53 by wood magic
 - ii. 3562 Stebner Road
 - iii. 3689 Getchell Rd
- b. Project Update
 - i. Morris Thomas Relocate Hydrants
 - 1. Resolution 2020-101-
 - 2. In design and then bid stage w/ SLC
 - ii. Peyton Acres
 - 1. Water & Sanitary sewer installed and tested late 2020
 - iii. Lavaque Jct.
 - 1. Designed to loop water from Jct. thru to Lavaque Rd
 - 2. New hydrants and relocation of 6 hydrants.
 - 3. Project is out for bid.
 - 4. Bids due 2/11/21

2. Sewer

- a. Project Update
 - i. Section 24 Trunkline
 - 1. Resolution 2020-14
 - 2. Sanitary Trunk line 24 is approximately 100% complete
 - 3. Haines Rd Lift Station removed and off line
 - 4. Contractor to be back onsite late February/early March for trail work
 - 5. Contract to be complete by June 30th, 2021

3. Stormwater

- a. Project Update
 - i. Swan Lake Road Bridge
 - 1. Resolution 2020-98 & 2020-168
 - 2. In SLC process for bidding

4. Looking Ahead

- a. 2021 Water-main extension on Lavaque Jct.
- b. Steaming culverts

City of Hermantown - 2021 Water Loss Report

| | Duluth Billed (Gallons) | Hermantown Billed (Gallons) | Difference | Percent Difference | Water Main Breaks | Truck Fill/ Temp Meter | City Usage | Total Accounted | Total Unaccounted | Percent Unaccounted |
|-----|-------------------------------|-----------------------------------|------------|-----------------------|-------------------------|---------------------------|---------------|--------------------|----------------------|------------------------|
| Jan | 14,008,544 | 13,130,447 | 878,097 | 6.3% | 820,000 | 23,400 | 20,990 | 864,390 | 13,707 | 1.6% |
| Feb | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| Mar | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| Apr | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| May | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| Jun | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| Jul | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| Aug | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| Sep | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| Oct | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| Nov | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| Dec | - | - | - | #DIV/0! | | | | - | - | #DIV/0! |
| | 14,008,544 | 13,130,447 | 878,097 | 6.3% | 820,000 | 23,400 | 20,990 | 864,390 | 13,707 | 1.6% |



Clear Answers for Clean Water™

Western Lake Superior Sanitary District

2626 Courtland Street
 Duluth, MN 55806-1894
 (218) 722-3336

| | |
|--------------|------------|
| Account No. | 8420 |
| Invoice Date | 01/31/2021 |

To: CITY OF HERMANTOWN
 5105 MAPLE GROVE ROAD
 HERMANTOWN MN 55811

| Invoice | Trans Date | Due Date | PO | Desc | Quantity | Unit Rate | Amount |
|------------|------------|------------|----|--------------------|----------|-----------|-----------|
| 013121HER1 | 01/31/2021 | 02/15/2021 | | WASTEWATER CHARGES | | | 42,613.00 |
| 013121HER2 | 01/31/2021 | 02/15/2021 | | 2020 ADJUSTMENT | | | -1,587.00 |

| Current | 1-30 Days | 31-60 Days | Over 60 Days | Amount Due |
|-----------|-----------|------------|--------------|------------------|
| 41,026.00 | 0.00 | 0.00 | 0.00 | 41,026.00 |

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution. For inquiries please call WLSSD at 218-722-3336.

2020 FLOW AND LOADINGS

SUMMARY ONLY

City of Hermantown

Includes Bayview and Haines Road Metering Station

BOD Biochemical Oxygen Demand

SS Suspended Solids

FLOW Million Gallons per Day

| MONTH | TOTAL | AVG | PEAK HR | TOTAL | AVG | TOTAL | AVG |
|---------------------|-----------------|--------|------------|----------------|---------|----------------|---------|
| | FLOW | FLOW | FLOW RATE | BOD | BOD | SS | SS |
| | MG | MGD | MGD | LBS | LBS/DAY | LBS | LBS/DAY |
| JANUARY | 19.3705 | 0.6249 | 1.1440 | 33,772 | 1,090 | 32,284 | 1,042 |
| FEBRUARY | 17.3247 | 0.5974 | 0.9683 | 29,079 | 1,024 | 29,527 | 1,040 |
| MARCH | 24.9101 | 0.8036 | 2.1036 | 39,151 | 1,263 | 38,252 | 1,234 |
| APRIL | 27.6201 | 0.9206 | 2.0662 | 37,408 | 1,247 | 38,098 | 1,270 |
| MAY | 20.4012 | 0.6581 | 1.1276 | 31,030 | 1,001 | 29,883 | 964 |
| JUNE | 16.4788 | 0.5493 | 0.8523 | 27,492 | 916 | 29,322 | 977 |
| JULY | 17.8419 | 0.5756 | 0.9898 | 30,195 | 974 | 33,605 | 1,084 |
| AUGUST | 17.2338 | 0.5559 | 0.8942 | 29,366 | 947 | 34,109 | 1,100 |
| SEPTEMBER | 15.3410 | 0.5114 | 0.7844 | 27,200 | 907 | 27,920 | 931 |
| OCTOBER | 16.3921 | 0.5288 | 0.8869 | 29,967 | 967 | 31,021 | 1,001 |
| NOVEMBER | 17.7258 | 0.5908 | 1.2892 | 29,976 | 999 | 32,526 | 1,084 |
| DECEMBER | 16.1404 | 0.5206 | 1.6303 | 27,197 | 877 | 30,390 | 980 |
| TOTAL or AVG | 226.7804 | 0.6196 | Allocation | 371,834 | 1,016 | 386,938 | 1,057 |
| 2020 BUDGET | | 0.6500 | 3.5300 | | 1,150 | | 1,100 |

Questions regarding Billing

In this summary form
should be directed to:

Cathy Remington

Director of Finance

Western Lake Superior Sanitary District

2626 Courtland Street

Duluth, MN 55806

Phone: (218) 740-4788

Fax: (218) 727-7471

Email: Cathy.Remington@wlssd.com

Data Verified by:

Julie Macor, Director of Environmental Services - (218) 740-4814

Grant Brown, Director of Information Services - (218) 740 - 4777

Western Lake Superior Sanitary District

2626 Courtland Street

Duluth, MN 55806

Fax: (218) 727-7471

Email: julie.macor@wlssd.com

Email: grant.brown@wlssd.com

Initialed By: JLM

Initialed By: [Signature]

2020 FLOW AND LOADINGS

BOD Biochemical Oxygen Demand

SUMMARY ONLY

Hermantown
(Haines Road Metering Station)

SS Suspended Solids

FLOW Million Gallons per Day

| MONTH | TOTAL | AVG | PEAK HR | TOTAL | AVG | TOTAL | AVG |
|---------------------|-----------------|---------------|-----------|----------------|------------|----------------|------------|
| | FLOW | FLOW | FLOW RATE | BOD | BOD | SS | SS |
| | MG | MGD | MGD | LBS | LBS/DAY | LBS | LBS/DAY |
| JANUARY | 11.2779 | 0.3638 | 0.5812 | 20,274 | 654 | 18,786 | 606 |
| FEBRUARY | 10.5004 | 0.3621 | 0.5954 | 17,696 | 632 | 18,144 | 648 |
| MARCH | 14.2061 | 0.4583 | 1.0166 | 21,297 | 687 | 20,398 | 658 |
| APRIL | 15.1751 | 0.5058 | 1.0028 | 16,650 | 555 | 17,340 | 578 |
| MAY | 12.1127 | 0.3907 | 0.6791 | 17205 | 555 | 16058 | 518 |
| JUNE | 10.1589 | 0.3386 | 0.5590 | 16950 | 565 | 18780 | 626 |
| JULY | 11.2805 | 0.3639 | 0.6850 | 19251 | 621 | 22661 | 731 |
| AUGUST | 10.8909 | 0.3513 | 0.5368 | 18786 | 606 | 23529 | 759 |
| SEPTEMBER | 9.8792 | 0.3293 | 0.5351 | 18090 | 603 | 18810 | 627 |
| OCTOBER | 10.3950 | 0.3353 | 0.5505 | 19964 | 644 | 21018 | 678 |
| NOVEMBER | 10.7619 | 0.3587 | 0.8676 | 18360 | 612 | 20910 | 697 |
| DECEMBER | 9.8715 | 0.3184 | 0.5949 | 16740 | 540 | 19933 | 643 |
| TOTAL or AVG | 136.5101 | 0.3730 | | 221,263 | 605 | 236,367 | 646 |

Questions regarding Billing

In this summary form
should be directed to:

Cathy Remington

Director of Finance

Western Lake Superior Sanitary District

2626 Courtland Street

Duluth, MN 55806

Phone: (218) 740-4788

Fax: (218) 727-7471

Email: Cathy.Remington@wlssd.com

Data Verified by:

Julie Macor, Director of Environmental Services - (218) 740-4814

Grant Brown, Director of Information Services - (218) 740 - 4777

Western Lake Superior Sanitary District

2626 Courtland Street

Duluth, MN 55806

Fax: (218) 727-7471

Email: julie.macor@wlssd.com

Email: grant.brown@wlssd.com

Initialed By: JEM

Initialed By: GB

**2020 FLOW AND LOADINGS
SUMMARY ONLY**

**Bayview Interceptor
(City of Hermantown)**

BOD Biochemical Oxygen Demand
SS Suspended Solids
FLOW Million Gallons per Day

| MONTH | TOTAL | AVG | PEAK HR | TOTAL | AVG | TOTAL | AVG |
|---------------------|----------------|---------------|-----------|----------------|------------|----------------|------------|
| | FLOW | FLOW | FLOW RATE | BOD | BOD | SS | SS |
| | MG | MGD | MGD | LBS | LBS/DAY | LBS | LBS/DAY |
| JANUARY | 8.0926 | 0.2611 | 0.6296 | 13,498 | 436 | 13,498 | 436 |
| FEBRUARY | 6.8243 | 0.2353 | 0.4338 | 11,383 | 392 | 11,383 | 392 |
| MARCH | 10.7040 | 0.3453 | 1.0870 | 17,854 | 576 | 17,854 | 576 |
| APRIL | 12.4450 | 0.4148 | 1.0892 | 20,758 | 692 | 20,758 | 692 |
| MAY | 8.2885 | 0.2674 | 0.6035 | 13,825 | 446 | 13,825 | 446 |
| JUNE | 6.3199 | 0.2107 | 0.3366 | 10,542 | 351 | 10,542 | 351 |
| JULY | 6.5614 | 0.2117 | 0.4481 | 10,944 | 353 | 10,944 | 353 |
| AUGUST | 6.3429 | 0.2046 | 0.4078 | 10,580 | 341 | 10,580 | 341 |
| SEPTEMBER | 5.4618 | 0.1821 | 0.3061 | 9,110 | 304 | 9,110 | 304 |
| OCTOBER | 5.9971 | 0.1935 | 0.3559 | 10,003 | 323 | 10,003 | 323 |
| NOVEMBER | 6.9639 | 0.2321 | 0.5111 | 11,616 | 387 | 11,616 | 387 |
| DECEMBER | 6.2689 | 0.2022 | 1.1302 | 10,457 | 337 | 10,457 | 337 |
| TOTAL or AVG | 90.2703 | 0.2466 | | 150,571 | 411 | 150,571 | 411 |

Questions regarding Billing
In this summary form
should be directed to:
Cathy Remington
Director of Finance
Western Lake Superior Sanitary District
2626 Courtland Street
Duluth, MN 55806
Phone: (218) 740-4788
Fax: (218) 727-7471
Email: Cathy.Remington@wlssd.com

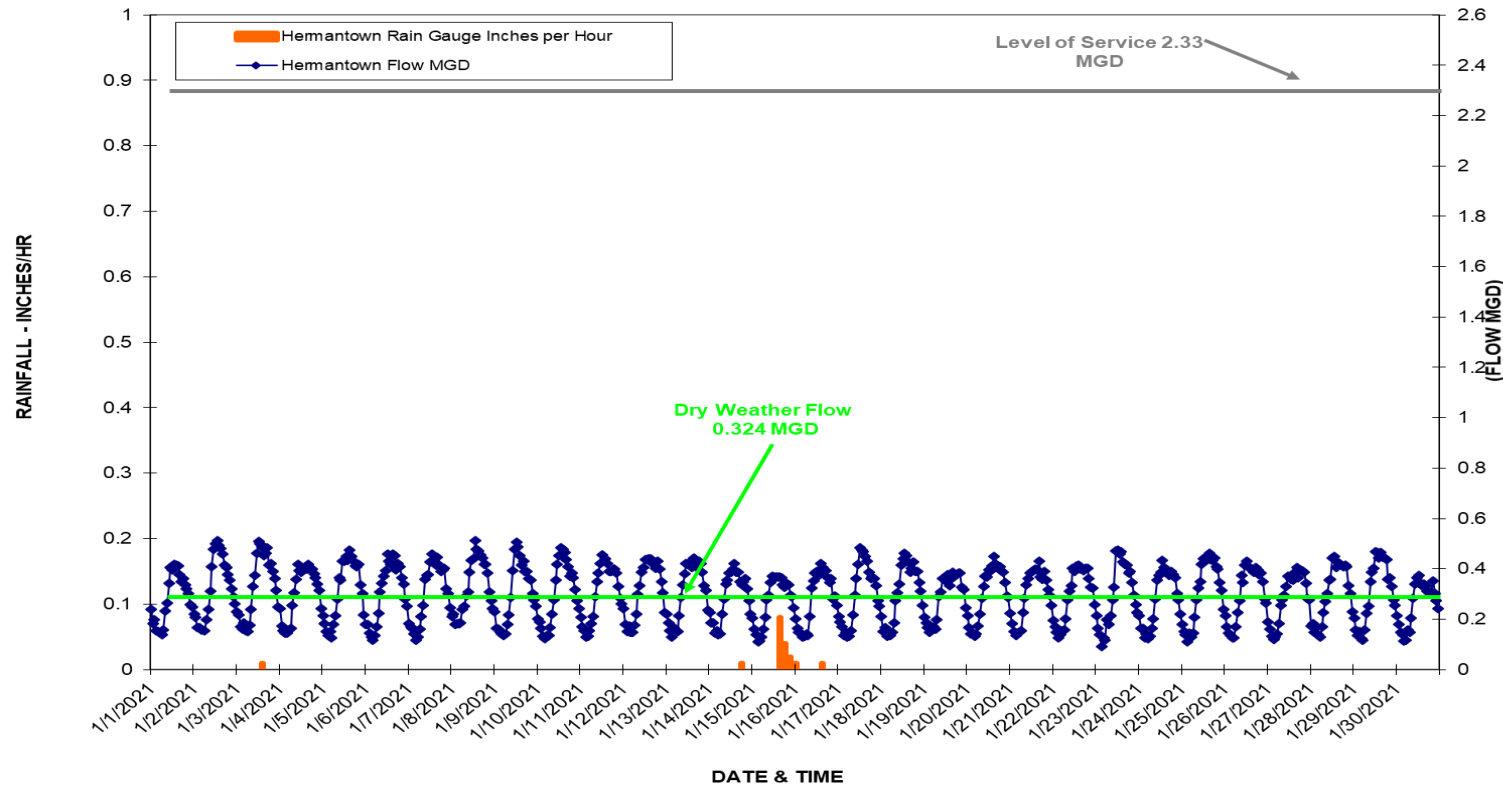
Data Verified by:
Julie Macor, Director of Environmental Services - (218) 740-4814
Grant Brown, Director of Information Services - (218) 740 - 4777
Western Lake Superior Sanitary District
2626 Courtland Street
Duluth, MN 55806
Fax: (218) 727-7471
Email: julie.macor@wlssd.com
Email: grant.brown@wlssd.com

Initialed By: JLM
Initialed By: GB

Monthly Rain Fall & Flow Haines Road Station

Hermantown

Hermantown Flow - Haines Road
January 2021

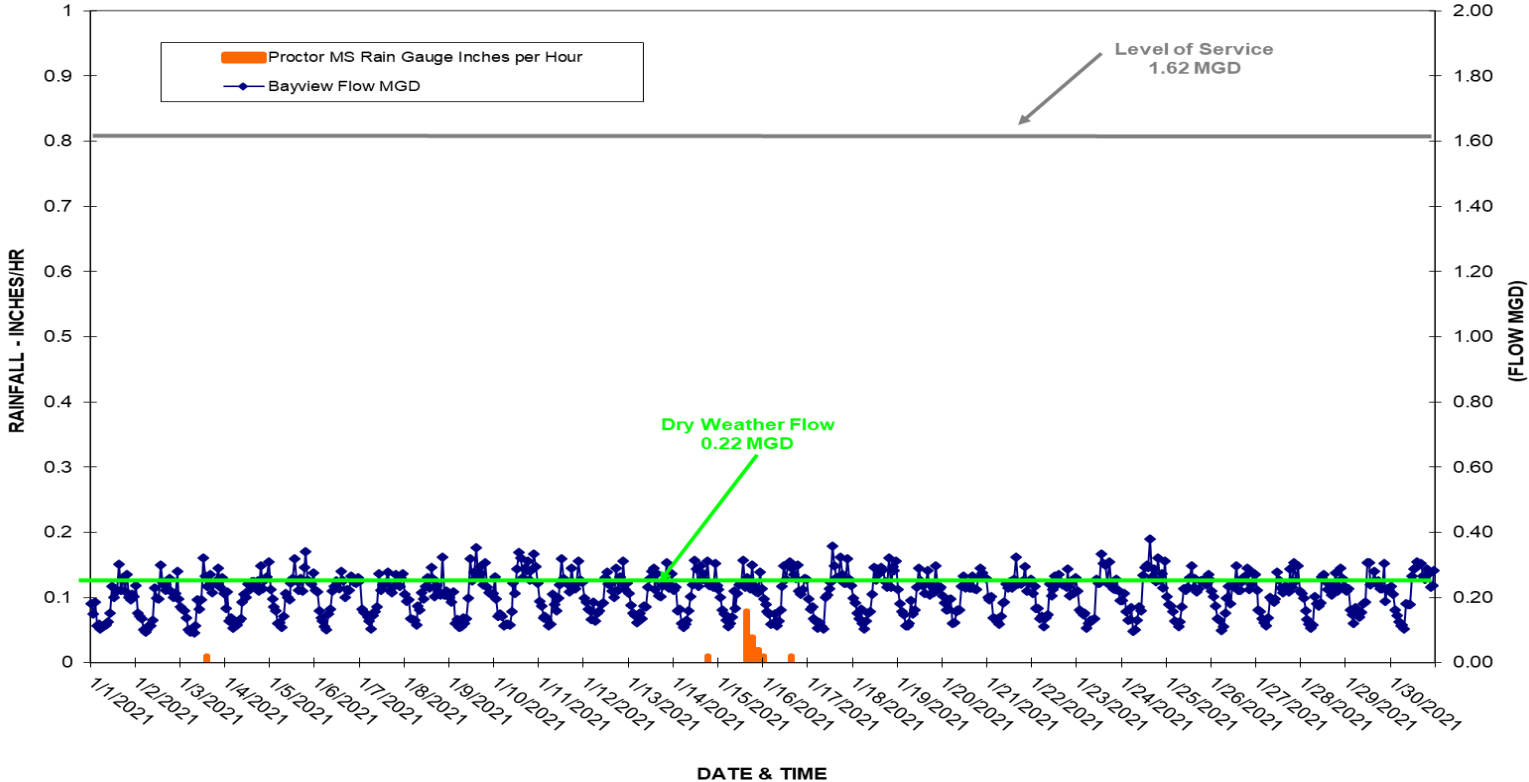


Working together to serve and build our community.

Monthly Rain Fall & Flow Bayview



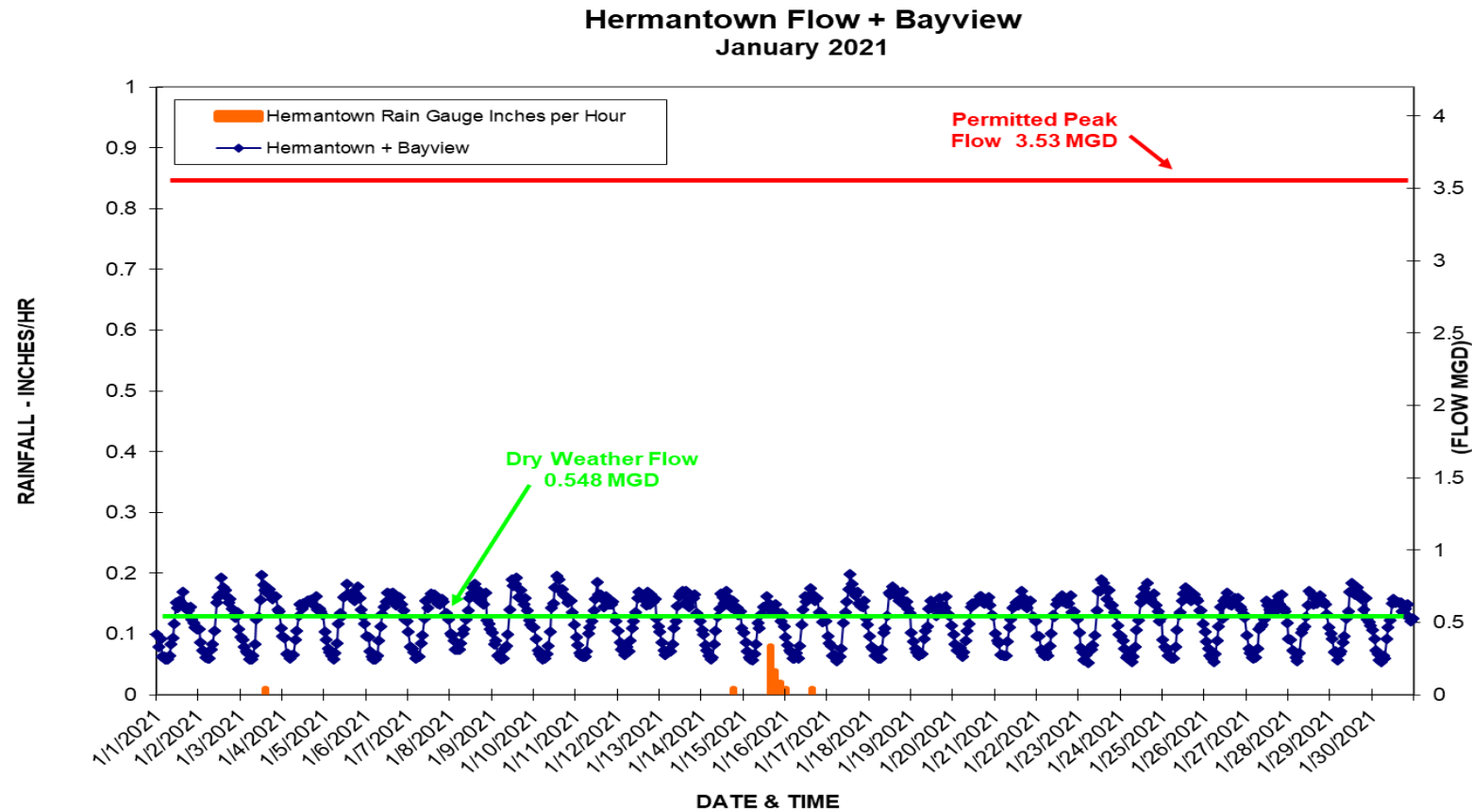
BAYVIEW METERING STATION
January 2021



Working together to serve and build our community.

Monthly Rain Fall & Flow Combined

Hermantown



Working together to serve and build our community.

Connection Applications

| Application Signed Date | Address | Sewer | Water | Home Owner | New or Existing Home |
|-------------------------|---------------------|-------|-------|---------------|----------------------|
| 1/6/2021 | 3691 Patriot Lane | x | x | Jay Zierden | New |
| 1/28/2021 | 4995 W Arrowhead Rd | x | x | Les Adolphson | New |

TO: Utility Commission Members



**FROM: Lindsay Townsend- Utility
Billing Clerk**

DATE: February 10, 2021

Meeting Date: 2/18/2021

SUBJECT: Utility Billing Happenings

Agenda Item: 7 g

REQUESTED ACTION

BACKGROUND

- ❖ Beacon Bar paid their account in full by 2/10/21 and half of late fees were waived (\$105.65), per January Utility Commission decision.
- ❖ There are no more payment processing fees for debit/credit card payments made through the new portal
- ❖ Currently have 519 accounts on the new portal, xxx on paperless billing, xxx on automatic payment. We have received positive feedback on the new portal from our residents.
- ❖ Late fees for February will not be applied until 2/21/21 to show grace during our due date transition month.
- ❖ Past due notices were sent out to 28 customers that are 120+ days past due.
- ❖ Ongoing Projects: Update Ordinances, Policies and Procedures – review and make improvements

SOURCE OF FUNDS (if applicable)

ATTACHMENTS