

**CITY OF HERMANTOWN
UTILITY COMMISSION MEETING SUMMARY
February 18, 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; John Mulder, City Administrator

MINUTES

Motion by Rob McLachlan, seconded by Jim Samberg to approve the minutes of January 21, 2021 regular meeting. 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.
 - FROM: Northland Consulting Engineers
 - TO: Hermantown City Council
 - RE: Lavaque Jct Water Main – MDH Permit

OLD BUSINESS – none

NEW BUSINESS

- a. WLSSD F.O.G. (Fats, Oils & Grease) & I&I Report
Report presented, Howard Jacobson questioned if the city has had issues in the past with blockage. Paul Senst reported that the city has not had issues in the past with blockage. There is one area near Menards, McDonalds & Sammy's Pizza that has potential to be a problem area that Public Works monitors regularly. Howard Jacobson also asked about if a restaurant is responsible for a grease blockage would the restaurant be responsible for costs of removing blockage. Paul Senst confirmed that the restaurant would be charged for fees to clear blockage caused by the restaurant. No action was taken.

b. Cable TV Extension

Request to approve use of Cable TV Funds for Mediacom “Field of Dreams” Broadband Expansion in the amount of \$39,250.00. Motion by Jim Samberg, seconded by Howard Jacobson. All ayes, motion carried 5-0.

REPORTS

- a. Budget to Actual Expenditure Report – Report was attached. Jim Samberg questioned Object #580 under Sewer Maintenance account #494500 under the Sewer Enterprise Fund #602. Kevin Orme informed commission this charge was for an E-1 Pump purchased for 5140 Morris Thomas Rd.
- b. Public Works Utility Maintenance & Project Update Report - Report was attached
- c. Water Loss Report – Report was attached
- d. WLSSD Monthly Flow, Rain Fall & Flow – Report was attached
- e. New Connections Report – Report was attached
- f. Utility Billing Happenings – Memo attached. Kevin Orme reported updated numbers for Utility Portal usage. 555 active accounts. 172 paperless billing customers. 68 automatic payment customers.

COMMISSION MEMBERS REPORT

- a. Jim Samberg: No Report – but requested annual report from January 21st 2021 meeting be emailed to commission. John Mulder will email report.
- b. William Berg: No Report
- c. Robert McLachlan: No Report
- d. Doug Kerfeld: No Report
- e. Howard Jacobson: No Report – but thanked Kevin Orme & Lindsay Townsend for work being done.
- f. Councilor Grant Hauschild: No Report

RECESS Motion by Jim Samberg, second by Bill Berg to adjourn. All ayes, motion carried 5-0. The meeting recessed at approximately 6:13pm.

Minutes prepared by:
Lindsay Townsend, Utility Billing Clerk