

**CITY OF HERMANTOWN
UTILITY COMMISSION MEETING SUMMARY**

April 15, 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: Jim Samberg, William Berg arrived late.

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 Howard Jacobson to correct spelling of his last name and approve minutes of March 18, 2021, seconded by Rob McLachlan to correct and approve the minutes of March 18, 2021 regular meeting. All ayes, motions carried.

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. 2020 Drinking Water Report
 - Published in Hermantown Star on April 15, 2021

Howard Jacobson asked if the City of Hermantown chlorinates the water after it comes from Duluth. Paul Senst informed the commission that the city does not chlorinate the water.

OLD BUSINESS – none

NEW BUSINESS

a. Water Conservation Kits

Kevin Orme presented about teaming up with Minnesota Energy to host a drive up/stop in event at City Hall to hand out free water conservation kits provided by Minnesota Energy. Commission agreed it was a good idea. Motion by Howard Jacobson to approve event, seconded by Rob McLachlan. All Ayes, motion carried.

b. Bel Air Sewer Credit Request

Manager of Bel Air Manor requests a sewer credit on behalf of one of their tenants who had a leak in their mobile home. Motion by Rob McLachlan to approve sewer credit request in the amount of \$832.30, seconded by Howard Jacobson. All Ayes, motion carried.

REPORTS

- a. Budget to Actual Expenditure Report – Report was attached. Rob asked what the \$11,914.56 under *Computer Software Fees* was for. Kevin informed commission it was for equipment for the Hermantown school to repair their cable TV equipment.
- b. Public Works Utility Maintenance & Project Update Report - Report was attached. Paul mentioned that there will be upcoming communication with the commission in regards to new water meter radios.
- 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

COMMISSION MEMBERS REPORT

- a. Jim Samberg: Absent.
- b. William Berg: No report. Mentioned the importance of keeping the broadband issues in sight.
- c. Robert McLachlan: No report.
- d. Doug Kerfeld: No report.
- e. Howard Jacobson: No report. Informed commission about his meeting with John Mulder and Paul Sens to learn more about the City's utilities.
- f. Councilor Grant Hauschild: Grant spoke about the broadband task force that is going to be made to help with broadband issues.

RECESS Motion by Rob McLachlan, second by William Berg to adjourn. All ayes, motion carried. The meeting recessed at approximately 6:11pm.

Minutes prepared by:
Lindsay Townsend, Utility Billing Clerk