

**CITY OF HERMANTOWN  
UTILITY COMMISSION MEETING SUMMARY  
June 17, 2021  
5:30 PM  
This meeting was conducted in person and via Zoom.**

**ROLL CALL** Jim Samberg, William Berg, Rob McLachlan (Zoom), Howard Jacobson, Councilor Grant Hauschild (Zoom)

**ABSENT:** Doug Kerfeld

**VISITORS** John Mulder, City Administrator and Lindsay Townsend, Utility Billing Clerk

**MINUTES**

Motion by Howard Jacobson to approve minutes of the May 20, 2021 meeting, seconded by Jim Samberg. All ayes, motion 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)

- a. *WLSSD Review of 2019-2020 I & I – placed on file*
- b. *WLSSD Discharge Monitoring – placed on file*
- c. *WLSSD I & I Update – placed on file*

**OLD BUSINESS**

- a. *Sod Discount – Procedure and Form Review: Commission liked the form and procedure with one update needed. Add a section stating that if there is not any “normal” usage history, the customer will have to pay in full and once “normal” usage is established for 3 months a credit can be issued base off of that information. Procedure was updated.*

**NEW BUSINESS**

- a. *Utility Ordinance Update – Rob McLachlan commented on section 900.07.2 in regards to the max 96-gallon size for containers, suggested removing that if we are not regulating the container size. Rob also commented on section 920.06.4.2 wondering if it may be confusing to understand, it was explained that this is in the sewer section of the ordinance and this states that if the resident gets their water from a private source that the city would like to put a meter on the well to accurately monitor the volume going into the sanitary sewer. Commission requested clean copy of the updated ordinance for review. This was emailed to the commission on 6/18/21.*
- b. *Long Range Sewer Planning – John Mulder presented future planning that is in its initial stages. Western Sewer Trunk line that would touch sections 17,20,29,28,33,34 and 35. This trunk line would be 6+ miles long and would not be happening for 10+ years.*

## REPORTS

- a. Budget to Actual Expenditure Report – *Report was attached.*
- 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*

## COMMISSION MEMBERS REPORT

- a. Jim Samberg: *No report, but did mention about his neighbors on Johnson Rd that have old power poles left in their yards from when the road was done. John Mulder said that he would see if there was anything he could do to help.*
- b. William Berg: *No report.*
- c. Robert McLachlan: *No report.*
- d. Doug Kerfeld: *Absent*
- e. Howard Jacobson: *No report.*
- f. Councilor Grant Hauschild: *No report*

**RECESS** Motion by Jim Samberg to adjourn, second by Howard Jacobson. All ayes, motion carried. The meeting recessed at approximately 6:30pm.

Minutes prepared by:  
Lindsay Townsend, Utility Billing Clerk