

**CITY OF HERMANTOWN
UTILITY COMMISSION MEETING SUMMARY**

October 21, 2021

5:30 PM

This meeting was conducted in person and via Zoom.

ROLL CALL *Jim Samberg, Howard Jacobson, Doug Kerfeld, Rob McLachlan, Counselor Grant Hauschild*

ABSENT: *William Berg*

VISITORS *John Mulder, City Administrator; Kevin Orme, Director of Finance and Administration; Paul Senst, Public Works Director; Lindsay Townsend, Utility Billing Clerk; Preston with JPJ Engineering*

MINUTES

Motion by Howard Jacobson to approve minutes of the August 19, 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 Discharge Monitoring – placed on file*
- b. WLSSD 2022 Budget Letter – placed on file*
- c. Minnesota Dept of Health Sanitary Survey Report – placed on file*
- d. Utility & Infrastructure Manager Position – placed on file*

PRESENTATIONS

- a. Stormwater Ordinance: Presented by John Mulder*
- b. Sewer Trunkline Availability Charges: Presented by John Mulder*

OLD BUSINESS

None

NEW BUSINESS

- a. Kaski – Utility Extension: Doug Kerfeld brought up the issue on the plans that the line was not showing it going all the way to the north property line. Per City policy this needs to happen, this was confirmed by Paul Senst and John Mulder that the line will have to be extended to the north property line of the parcel.*
- b. Irrigation Meter Grant Program: John Mulder presented this idea to the commission. We are not sure of the response that we will get from residents but want to try it in 2022. Motion made by Jim Samberg to bring to City Council, Rob McLachlan seconds. All ayes, motion carried.*

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.*
- b. William Berg: *Absent*
- c. Robert McLachlan: *No report.*
- d. Doug Kerfeld: *No report*
- e. Howard Jacobson: *No report.*
- f. Councilor Grant Hauschild: *Shared with the commission briefly the information that Kevin Orme had presented to City Council in regards to property taxes and how Hermantown compares to our neighboring cities. Statistically Hermantown has been lower compared to other cities in our area.*

RECESS Motion by Jim Samberg to adjourn, second by Rob McLachlan. All ayes, motion carried. The meeting recessed at approximately 7:12pm.

Minutes prepared by:
Lindsay Townsend, Utility Billing Clerk