

**CITY OF HERMANTOWN
UTILITY COMMISSION MEETING SUMMARY
June 16, 2022
5:30 PM
This meeting was conducted in person and via Zoom.**

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

ABSENT: *William Berg*

VISITORS *Paul Senst, Public Works Director; Lindsay Townsend, Utility Billing Clerk*

MINUTES

Motion by Rob McLachlan to approve minutes of the May 19, 2022 meeting, seconded by Howard Jacobson. 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 Report – Report was attached.*
- b. Sewer Availability Charge Policy – Commission requested review by John Mulder to be more specific on page 2 first paragraph to define who is “the City”. Is that Utility Commission? Public Works Director? City Engineer?*
- c. WLSSD I & I Program Assessment – Report was attached.*

PRESENTATIONS

none

OLD BUSINESS

none

NEW BUSINESS

- a. Utility Commission Meeting Frequency – Discussed having UC meetings every other month possibly starting in 2023 on the odd numbered months as a one-year trial. Questions came up about Special Meetings and what would need to be done to notify the public. More research needs to be done on Open Meeting Laws to make sure we are compliant. Motion by Jim Samberg to table the discussion until next meeting, Howard Jacobson seconded. All ayes. Motion carried to table.*
- b. AEOA Water Assistance Program – AEOA has a new water assistance program as they were awarded funds from the State of MN due to Covid-19. The program assists low income families with their water/sewer utility bill. Jim Samberg motion to approve the City of Hermantown*

getting set up as a vendor with AEOA, seconded by Howard Jacobson. 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: *Absent.*
- e. Howard Jacobson: *No report.*
- f. Councilor Grant Hauschild: *Informed commission that the City of Hermantown was not approved for LGA or Bonding from the state. Also, two council members term is ending soon and there have been 4 applicants from the community for those positions*

RECESS Motion by Jim Samberg to adjourn, seconded by Rob McLachlan. All ayes, motion carried. The meeting recessed at approximately 6:29 pm.

Minutes prepared by:
Lindsay Townsend, Utility Billing Clerk