

**CITY OF HERMANTOWN
UTILITY COMMISSION MEETING SUMMARY**

July 21, 2022

5:30 PM

This meeting was conducted in person and via Zoom.

ROLL CALL *Howard Jacobson, Rob McLachlan, Doug Kerfeld, William Berg*

ABSENT: *Jim Samberg; Counselor Grant Hauschild*

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

MINUTES

Motion by Howard Jacobson to approve minutes of the June 16, 2022 meeting, seconded by William Berg. 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.*

PRESENTATIONS

none

OLD BUSINESS

- a. Utility Commission Frequency Discussion – Mayor Boucher recommended making sure that the commission meets on months where annual business will happen. Will be getting timeline from the City Finance Director for recommendation. Will be getting information from the City Clerk on open meeting law and requirements of notification for special/emergency meetings if needed on off months. Motion by William Berg to table discussion until next month, seconded by Howard Jacobson. All ayes, motion carried.*

NEW BUSINESS

none

REPORTS

- a. Budget to Actual Expenditure Report – Report was attached. Rob McLachlan requested clarification and explanation on Cable TV fund 260 account 456101 and 456103, will report back at next meeting. Howard Jacobson requested clarification and explanation on Storm Water fund 603 account 441305, will report back at next meeting.*
- 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 not attached, will be included next month.*
- e. New Connections Report – *Report was attached.*
- f. Utility Billing Happenings – *Memo attached.*

COMMISSION MEMBERS REPORT

- a. Jim Samberg: *Absent*
- b. William Berg: *Reported that the Broadband task force is still in the process of hiring a consultant to help them move forward.*
- c. Robert McLachlan: *No report.*
- d. Doug Kerfeld: *No report.*
- e. Howard Jacobson: *No report.*
- f. Councilor Grant Hauschild: *Absent*

Mayor Boucher: *Informed commission that Mediacom has asked the City of Hermantown for a letter of support for applying for grant funds. Waiting to hear if grant was approved.*

RECESS *Motion by William Berg to adjourn, seconded by Howard Jacobson. All ayes, motion carried. The meeting recessed at approximately 6:12 pm.*

Minutes prepared by:
Lindsay Townsend, Utility Billing Clerk