

**CITY OF HERMANTOWN
UTILITY COMMISSION MEETING SUMMARY
October 20, 2022
5:30 PM**

This meeting was conducted in person and via Zoom.

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

ABSENT: *William Berg, Councilor Grant Hauschild*

VISITORS *Kevin Orme, Director of Finance & Administration; Todd Hagen-Ehlers, Senior Municipal Advisor; Lindsay Townsend, Utility Billing Clerk;*

MINUTES

Motion by Jim Samberg to approve minutes of the August 18, 2022 meeting, seconded by Rob McLachlan. 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. WLSSD 2023 Budget Letter – Letter was attached.*

PRESENTATIONS

- a. Utility Rate Study – Ehlers – Todd Hagen, Senior Municipal Advisor*
- b. 2023 Budget – Kevin Orme, Director of Finance and Administration*

OLD BUSINESS

None

NEW BUSINESS

- a. Sewer Credit Request – Chad Wood, 3748 Alexander Rd. – Jim Samberg motion to approve a sewer credit in the amount of \$341.12, 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. Lindsay Townsend brought up the possibility of a future “New Business” item in regards to certification of delinquent utilities to St. Louis County.*

COMMISSION MEMBERS REPORT

- a. Jim Samberg: *Jim touched on his comment from last meeting in regards to the stormwater fund. He clarified that he would like to see the fund build more before using the funds as they are coming in. Jim also brought up as a discussion item about the possibility of raising the tier 1 water usage to 3,000 gallons. Kevin Orme, stated he will reach out to Ehlers to see how this would impact the water fund. Will report back next month.*
- b. William Berg: *Absent.*
- c. Robert McLachlan: *No report.*
- d. Doug Kerfeld: *No report.*
- e. Howard Jacobson: *No report.*
- f. Councilor Grant Hauschild: *Absent.*

RECESS *Motion by Jim Samberg to adjourn, seconded by Rob McLachlan. All ayes, motion carried. The meeting recessed at approximately 6:38 pm.*

Minutes prepared by:
Lindsay Townsend, Utility Billing Clerk