

**CITY OF HERMANTOWN**  
**UTILITY COMMISSION AGENDA – January 19, 2023**

Hermantown’s January 19, 2023, **UTILITY COMMISSION** Meeting will be conducted in person with remote connection available via Zoom.

The meeting will utilize the platform “Zoom” – which allows the public to view and/or hear the meeting from their phone or computer.

Topic: Utility Commission Meeting

Time: January 19, 2023 05:30 PM Central Time (US and Canada)

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83937252217?pwd=QzFUWEJtSUJlL1R4RkNwbVNwVXd4UT09>

**Meeting ID:** 839 3725 2217

**Passcode:** 576504

Dial by your location

+1 312 626 6799 US (Chicago)

**CITY OF HERMANTOWN  
UTILITY COMMISSION AGENDA – January 19, 2023**

*CITY ADMINISTRATIVE BUILDING, 5105 MAPLE GROVE ROAD  
5:30 PM – In Person and Zoom*

1. **ROLL CALL**
2. **MINUTES** – Approval or Correction
  - a. [November 17, 2022 regular meeting.](#)
3. **PUBLIC DISCUSSION** *(This is the time for which individuals can address the Commission about any item pertaining to utilities. The time limit is three minutes per person)*
4. **COMMUNICATIONS** *(items of information only – any communication requiring action is provided under that item on the agenda)*
  - a. [WLSSD Discharge Monitoring Report](#)
  - b. [MN Department of Health Sample Analysis Results](#)
5. **PRESENTATIONS** *(Department Heads may give reports if necessary)*
6. **OLD BUSINESS**
7. **NEW BUSINESS**
8. **REPORTS**
  - a. [Budget to Actual Expenditure Report](#)
  - b. [Public Works Utility Maintenance & Project Update Report](#)
  - c. [Water Loss Report](#)
  - d. [WLSSD Monthly Flow, Rain Fall & Flow](#)
  - e. [New Connections Report](#)
  - f. [Utility Billing Happenings](#)

9. **COMMISSION MEMBERS REPORT**

- a. Jim Samberg -
- b. William Berg -
- c. Robert McLachlan -
- d. Doug Kerfeld -
- e. Howard Jacobson -
- f. Councilor Brian LaBlanc -

10. **RECESS**

**CITY OF HERMANTOWN  
UTILITY COMMISSION MEETING SUMMARY  
November 17, 2022  
5:30 PM**

**This meeting was conducted in person and via Zoom.**

**ROLL CALL**            *Rob McLachlan, Jim Samberg, Doug Kerfeld, William Berg*

**ABSENT:**            *Howard Jacobson, Councilor Grant Hauschild*

**VISITORS**            *Lindsay Townsend, Utility Billing Clerk; Paul Senst, Public Works Director;  
David Bolf, City Engineer; Chad Katzenberger, SEH Consultant*

**MINUTES**

*Motion by Jim Samberg to approve minutes of the October 20, 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.*

**PRESENTATIONS**

- a. Water Modeling Results – SEH- Chad Katzenberger: Chad gave a brief presentation on the water modeling results and some insight on how this model will help the City plan for the future.*

**OLD BUSINESS**

*None*

**NEW BUSINESS**

*None*

**REPORTS**

- a. Budget to Actual Expenditure Report – Report was attached. Rob McLachlan asked about fund 601 acct 420 and why we report depreciation this way. Will report back with answer from Kevin Orme, Finance Director at next meeting.*
- b. Public Works Utility Maintenance & Project Update Report - Report was attached. Paul Senst informed the commission about the new process of requiring contractors to pull a sewer permit when any lateral line work is being done starting in 2023. This will allow Public Works to be aware of what work is being done and be able to inspect before backfill.*
- 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: *No report.*
- c. Robert McLachlan: *No report.*
- d. Doug Kerfeld: *No report.*
- e. Howard Jacobson: *Absent.*
- f. Councilor Grant Hauschild: *Absent.*

**RECESS**      *Motion by Jim Samberg to adjourn, seconded by William Berg. All ayes, motion carried. The meeting recessed at approximately 6:15 pm.*

Minutes prepared by:  
Lindsay Townsend, Utility Billing Clerk



2626 Courtland Street  
Duluth, MN 55806-1894  
phone 218.722.3336  
fax 218.727.7471  
www.wlssd.com



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## Western Lake Superior Sanitary District

January 10, 2023

Minnesota Pollution Control Agency  
520 Lafayette Road North  
St. Paul, Minnesota 55155  
ATTN: Discharge Monitoring Report

Dear Regulatory Authority,

This cover letter is a summary of Western Lake Superior Sanitary District's Wastewater Treatment Plant Report for December 2022 (as per NPDES/SDS permit MN0049786). An electronic copy of this month's report will be submitted to MPCA. If anyone would like a paper or electronic version of the attachments please contact WLSSD at (218) 722-3336.

The average daily flow to the plant in December was 31 MGD.

The average influent cBOD5 concentration was 195 mg/L and the average effluent concentration was 5.2 mg/L. The cBOD5 removal efficiency for the month of December was 97 percent. The average influent and effluent suspended solids concentrations were 180 mg/L and 0.5 mg/L, respectively, providing a monthly suspended solids removal rate of 98 percent.

For the month of December, the effluent phosphorus calendar month average concentration was 0.4 mg/L and the average mass was 47 kg/d, compared to the respective calendar month average limits of 1.0 mg/L and 115 kg/d.

For the month of December, the effluent's average mercury concentration was 0.7 ng/L and the daily maximum was 0.9 ng/L. WLSSD's NPDES permit which expired May 31, 2021, stipulated mercury discharge limitations of 5.8 ng/L for the calendar month average, and 7.4 ng/L for a daily maximum. In milligrams per day, the calendar month average limit was 1062 and the daily maximum limit was 1355. For the month of December, the calendar month average mercury was 91 mg/d, and the daily maximum was 116 mg/d.

WLSSD proactively submitted a notification letter to the MPCA on May 6, 2021 that identified and discussed the NPDES/SDS permit compliance challenges it faced meeting mercury limits without a variance.

Page 2

December 10, 2023

The submittal contains: Cover Letter, Sample Values Spreadsheet, Q4 DMR sheet, and a DMR Calculated Values Spreadsheet.

Sincerely,



FOR MARIANNE BOHREN

Marianne Bohren  
Executive Director

MB/jaf

Attachments

CC: Ms. Alieca Johnson  
Ms. Rhonda Peleski  
Ms. Lori Stigers  
Mr. Caleb Peterson  
Mr. Derek Wolf  
Mr. John Mulder



Protecting, Maintaining and Improving the Health of All Minnesotans

To: Community Water Supply Owner/Operator

From: Community Water Supply Unit  
Section of Drinking Water Protection

Subject: Sample Analysis Results for your Public Water Supply (PWS)

Enclosed are the results of analyses performed on water samples collected from your PWS. These results show that your system is in compliance with maximum contaminant levels set by the state and federal Safe Drinking Water Rules for the contaminants analyzed. These results must be kept in your files for a minimum of ten (10) years.

Analyses are attached for the contaminant groups checked below:

- Ammonia
- Coliform Bacteria
- Inorganics
- Nitrate
- Nitrite
- Radiochemical(s)
- Radon (proposed rule-MCL 4000)
- Synthetic Organics
- Trihalomethanes/Haloacetic Acids
- Volatile Organics
- Other

If you have any questions concerning these results, please contact your Department of Health district engineer.

**Bemidji**

Todd Johnson 218/308-2110  
Eric Weller 218/308-2107

**Duluth**

Mike Luhrsen 218/302-6178

**Fergus Falls**

Lucas Hoffman 218/332-5146

**Mankato**

Amy Lynch 507/344-2713

**Marshall**

John Blomme 507/476-4238

**Rochester**

Kate Novy 507/206-2724

**St. Cloud**

Hunter Blommer 320/223-7339  
Kim Larsen 320/223-7330  
Jennifer Soltys 320/223-7340

**St. Paul**

Lucas Martin 651/201-4144  
Brian Noma 651/201-3971  
Jessie Kolar 651/201-4562





# Final Report

Minnesota Department of Health  
Public Health Laboratory  
Environmental Laboratory Section  
601 Robert St. N., P.O. Box 64899  
St. Paul, MN 55164-0899  
651-201-5300

PWSID: 1690043  
System Name: Hermantown  
City: Hermantown

Program Code: HC

Type: B

Date Received: 09/30/22 10:21  
Rep. Temp. (°C): 3.3

Collector Name: Jerrie Terhaar  
Collector ID: None

## MDH Sample Number: 22I2290-01

Location ID: 00033  
Sampling Point: 4900 Morris Thomas Road-Firehall 2

Collect Date: 09/29/22  
Collect Time: 09:45  
Matrix: Drinking Water

Field Residual Chlorine Result: None  
Field Fluoride Result: None  
Field pH Result: None  
Field PO4 Result: None

Results were produced by the Minnesota Department of Health, except where noted.

### THMs by GCMS

Analyte	Result	Reporting Limit	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Bromodichloromethane	3.6	0.5	ug/L	B2J0670	10/05/22 14:46	10/05/22 14:46	MSS	EPA 524.3	
Bromoform	<	0.5	ug/L	B2J0670	10/05/22 14:46	10/05/22 14:46	MSS	EPA 524.3	
Chlorodibromomethane	<	0.5	ug/L	B2J0670	10/05/22 14:46	10/05/22 14:46	MSS	EPA 524.3	
Surrogate: 1,2-Dichlorobenzene-d4	106	70-130	%	B2J0670	10/05/22 14:46	10/05/22 14:46	MSS	EPA 524.3	
Surrogate: 4-Bromofluorobenzene	100	70-130	%	B2J0670	10/05/22 14:46	10/05/22 14:46	MSS	EPA 524.3	
Surrogate: Methyl tertiary butyl ether-d3	104	70-130	%	B2J0670	10/05/22 14:46	10/05/22 14:46	MSS	EPA 524.3	

FINAL REPORT

Report ID: 10192022111702

Generated: 10/19/2022 11:16:50AM

Authorized by:

Stefan Saravia, Environmental Laboratory Manager  
Public Health Laboratory, Minnesota Department of Health

The results in this report apply only to the samples analyzed.  
This report must not be reproduced, except in full, without the written approval of the laboratory.



# Final Report

Minnesota Department of Health  
 Public Health Laboratory  
 Environmental Laboratory Section  
 601 Robert St. N., P.O. Box 64899  
 St. Paul, MN 55164-0899  
 651-201-5300

PWSID: 1690043

## MDH Sample Number: 22I2290-02RE1

Location ID: 00034

Sampling Point: 4307 County Rd 381 - School Dist.

Collect Date: 09/29/22

Collect Time: 09:30

Matrix: Drinking Water

Field Residual Chlorine Result: None

Field Fluoride Result: None

Field pH Result: None

Field PO<sub>4</sub> Result: None

Results were produced by the Minnesota Department of Health, except where noted.

### Haloacetic Acids, ICR

Analyte	Result	Reporting Limit	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Dibromoacetic Acid	<	1.0	ug/L	B2J0737	10/10/22 08:57	10/11/22 17:49	MAG	EPA 552.3	
Dichloroacetic Acid	12	1.0	ug/L	B2J0737	10/10/22 08:57	10/11/22 17:49	MAG	EPA 552.3	
Monobromoacetic Acid	<	1.0	ug/L	B2J0737	10/10/22 08:57	10/11/22 17:49	MAG	EPA 552.3	
Monochloroacetic Acid	<	2.0	ug/L	B2J0737	10/10/22 08:57	10/11/22 17:49	MAG	EPA 552.3	
Trichloroacetic Acid	6.9	1.0	ug/L	B2J0737	10/10/22 08:57	10/11/22 17:49	MAG	EPA 552.3	
Surrogate: 2-Bromobutanoic Acid	97	70-130	%	B2J0737	10/10/22 08:57	10/11/22 17:49	MAG	EPA 552.3	

### THMs by GCMS

Analyte	Result	Reporting Limit	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Chloroform	19	0.5	ug/L	B2J0704	10/06/22 18:03	10/06/22 18:03	CLS	EPA 524.3	
Surrogate: 1,2-Dichlorobenzene-d4	111	70-130	%	B2J0704	10/06/22 18:03	10/06/22 18:03	CLS	EPA 524.3	
Surrogate: 4-Bromofluorobenzene	102	70-130	%	B2J0704	10/06/22 18:03	10/06/22 18:03	CLS	EPA 524.3	
Surrogate: Methyl tertiary butyl ether-d3	101	70-130	%	B2J0704	10/06/22 18:03	10/06/22 18:03	CLS	EPA 524.3	

FINAL REPORT

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Stefan Saravia, Environmental Laboratory Manager  
 Public Health Laboratory, Minnesota Department of Health

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 Public Health Laboratory  
 Environmental Laboratory Section  
 601 Robert St. N., P.O. Box 64899  
 St. Paul, MN 55164-0899  
 651-201-5300

PWSID: 1690043

Results were produced by Minnesota Department of Health, except where noted.

**Batch B2J0698 - HAA Extraction**

Matrix Spike (B2J0698-MS1)		Source: 22J0048-02			Prepared: 10/06/22 08:57 Analyzed: 10/14/22 13:50						
Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Trichloroacetic Acid	29	1.0	ug/L	20	8.3	104	70-130			MAG	
Surrogate: 2-Bromobutanoic Acid	101	70-130	%	10						MAG	

Matrix Spike Dup (B2J0698-MSD1)		Source: 22J0048-02			Prepared: 10/06/22 08:57 Analyzed: 10/14/22 14:30						
Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Dibromoacetic Acid	21	1.0	ug/L	20	<	101	70-130	0.3	30	MAG	
Dichloroacetic Acid	39	1.0	ug/L	20	21	92	70-130	0.3	30	MAG	
Monobromoacetic Acid	21	1.0	ug/L	20	<	105	70-130	2	30	MAG	
Monochloroacetic Acid	40	2.0	ug/L	40	4.0	91	70-130	3	30	MAG	
Trichloroacetic Acid	29	1.0	ug/L	20	8.3	101	70-130	2	30	MAG	
Surrogate: 2-Bromobutanoic Acid	102	70-130	%	10						MAG	

**Batch B2J0737 - HAA Extraction**

Blank (B2J0737-BLK1)		Prepared: 10/10/22 09:13 Analyzed: 10/11/22 11:50									
Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Dibromoacetic Acid	<	1.0	ug/L							MAG	
Dichloroacetic Acid	<	1.0	ug/L							MAG	
Monobromoacetic Acid	<	1.0	ug/L							MAG	
Monochloroacetic Acid	<	2.0	ug/L							MAG	
Trichloroacetic Acid	<	1.0	ug/L							MAG	
Surrogate: 2-Bromobutanoic Acid	98	70-130	%	10						MAG	

LCS (B2J0737-BS1)		Prepared: 10/10/22 09:13 Analyzed: 10/11/22 19:09									
Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Dibromoacetic Acid	10	1.0	ug/L	10		101	70-130			MAG	
Dichloroacetic Acid	11	1.0	ug/L	10		113	70-130			MAG	
Monobromoacetic Acid	11	1.0	ug/L	10		113	70-130			MAG	
Monochloroacetic Acid	24	2.0	ug/L	20		118	70-130			MAG	
Trichloroacetic Acid	9.0	1.0	ug/L	10		90	70-130			MAG	
Surrogate: 2-Bromobutanoic Acid	114	70-130	%	10						MAG	

FINAL REPORT

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Stefan Saravia, Environmental Laboratory Manager  
 Public Health Laboratory, Minnesota Department of Health



**DEPARTMENT OF HEALTH**

**Final Report**

Minnesota Department of Health  
Public Health Laboratory  
Environmental Laboratory Section  
601 Robert St. N., P.O. Box 64899  
St. Paul, MN 55164-0899  
651-201-5300

PWSID: 1690043

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**Batch B2J0670 - EPA 524 Prep**

**Blank (B2J0670-BLK1)**

Prepared: 10/05/22 12:30 Analyzed: 10/05/22 12:30

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Bromodichloromethane	<	0.5	ug/L							MSS	
Bromoform	<	0.5	ug/L							MSS	
Chlorodibromomethane	<	0.5	ug/L							MSS	
Chloroform	<	0.5	ug/L							MSS	V1
Surrogate: 1,2-Dichlorobenzene-d4	102	70-130	%	10						MSS	
Surrogate: 4-Bromofluorobenzene	99	70-130	%	10						MSS	
Surrogate: Methyl tertiary butyl ether-d3	103	70-130	%	10						MSS	

**LCS (B2J0670-BS1)**

Prepared: 10/05/22 17:57 Analyzed: 10/05/22 17:57

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Bromodichloromethane	5.0	0.5	ug/L	4		124	70-130			MSS	
Bromoform	4.1	0.5	ug/L	4		102	70-130			MSS	
Chlorodibromomethane	4.2	0.5	ug/L	4		106	70-130			MSS	
Chloroform	5.3	0.5	ug/L	4		132	70-130			MSS	V1
Surrogate: 1,2-Dichlorobenzene-d4	98	70-130	%	10						MSS	
Surrogate: 4-Bromofluorobenzene	98	70-130	%	10						MSS	
Surrogate: Methyl tertiary butyl ether-d3	100	70-130	%	10						MSS	

**Duplicate (B2J0670-DUP1)**

Source: 22I2337-01

Prepared: 10/05/22 17:29 Analyzed: 10/05/22 17:29

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Bromodichloromethane	0.3	0.5	ug/L		<			8	30	MSS	
Bromoform	<	0.5	ug/L		<				30	MSS	
Chlorodibromomethane	<	0.5	ug/L		<				30	MSS	
Chloroform	5.2	0.5	ug/L		4.9			5	30	MSS	V1, Z-01a
Surrogate: 1,2-Dichlorobenzene-d4	107	70-130	%	10						MSS	
Surrogate: 4-Bromofluorobenzene	103	70-130	%	10						MSS	
Surrogate: Methyl tertiary butyl ether-d3	102	70-130	%	10						MSS	

**Matrix Spike (B2J0670-MS1)**

Source: 22I2202-01

Prepared: 10/05/22 11:36 Analyzed: 10/05/22 11:36

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Bromodichloromethane	17	0.5	ug/L	6	9.8	123	70-130			MSS	
Bromoform	6.6	0.5	ug/L	6	0.5	101	70-130			MSS	

FINAL REPORT

Report ID: 1019202211702

Generated: 10/19/2022 11:16:50AM

Authorized by:

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Stefan Saravia, Environmental Laboratory Manager  
Public Health Laboratory, Minnesota Department of Health

PWSID: 1690043

Results were produced by Minnesota Department of Health, except where noted.

Batch B2J0704 - EPA 524 Prep

Duplicate (B2J0704-DUP1)		Source: 22J0152-02			Prepared: 10/06/22 19:50 Analyzed: 10/06/22 19:50						
Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Chlorodibromomethane	<	0.5	ug/L		<				30	CLS	
Chloroform	0.4	0.5	ug/L		<			6	30	CLS	
Surrogate: 1,2-Dichlorobenzene-d4	108	70-130	%	10						CLS	
Surrogate: 4-Bromofluorobenzene	99	70-130	%	10						CLS	
Surrogate: Methyl tertiary butyl ether-d3	106	70-130	%	10						CLS	


Matrix Spike (B2J0704-MS1)		Source: 22J0152-01			Prepared: 10/06/22 14:01 Analyzed: 10/06/22 14:01						
Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Bromodichloromethane	6.9	0.5	ug/L	6	<	115	70-130			CLS	
Bromoform	6.0	0.5	ug/L	6	<	100	70-130			CLS	
Chlorodibromomethane	6.4	0.5	ug/L	6	<	107	70-130			CLS	
Chloroform	7.5	0.5	ug/L	6	<	120	70-130			CLS	
Surrogate: 1,2-Dichlorobenzene-d4	95	70-130	%	10						CLS	
Surrogate: 4-Bromofluorobenzene	96	70-130	%	10						CLS	
Surrogate: Methyl tertiary butyl ether-d3	100	70-130	%	10						CLS	

Data Qualifiers and Definitions

- S6 Surrogate recovery was above laboratory/method acceptance limits. See comments or additional qualifiers.
- V1 Calibration verification standard recovery was above method acceptance limits. This target analyte was not detected in the sample.
- Z-01 Re-extraction of 22I2212-01 not possible due to hold time.
- Z-01a Source sample will be re-extracted due to continuing calibration verification failure.

Work Order Comments

Samples were received in proper condition.

<p>Authorized by:</p>  <p>Stefan Saravia, Environmental Laboratory Manager Public Health Laboratory, Minnesota Department of Health</p>	<p><i>The results in this report apply only to the samples analyzed. This report must not be reproduced, except in full, without the written approval of the laboratory.</i></p>
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260 Cable TV Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
456100							
456101	Cable						
	101 Full-Time Employees - Regular	472.67	4,032.76	4,282.00	4,282.00	249.24	94 %
	103 Part-Time Employees - Regular	550.00	6,050.00	0.00	0.00	-6,050.00	%
	121 PERA Contributions -	37.30	318.31	321.00	321.00	2.69	99 %
	128 Social Security	64.31	628.52	266.00	266.00	-362.52	236 %
	129 Medicare	15.06	147.18	62.00	62.00	-85.18	237 %
	131 Health Insurance	60.03	956.51	944.00	944.00	-12.51	101 %
	133 Life Insurance	0.66	7.73	8.00	8.00	0.27	97 %
	134 Disability Insurance	1.19	14.17	13.00	13.00	-1.17	109 %
	136 MSRS	5.40	44.26	20.00	20.00	-24.26	221 %
	151 Workers Compensation	0.00	11.50	6.00	6.00	-5.50	192 %
	308 Legal Fees	0.00	0.00	500.00	500.00	500.00	%
	319 Contracted Services	0.00	0.00	7,500.00	7,500.00	7,500.00	%
	331 Travel Expense	24.93	212.50	0.00	0.00	-212.50	%
	361 General Liability Insurance	0.00	26.00	52.00	52.00	26.00	50 %
	404 Equipment Maintenance	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	<b>Account Total:</b>	<b>1,231.55</b>	<b>12,449.44</b>	<b>14,974.00</b>	<b>14,974.00</b>	<b>2,524.56</b>	<b>83 %</b>
	<b>Account Group Total:</b>	<b>1,231.55</b>	<b>12,449.44</b>	<b>14,974.00</b>	<b>14,974.00</b>	<b>2,524.56</b>	<b>83 %</b>
	<b>Fund Total:</b>	<b>1,231.55</b>	<b>12,449.44</b>	<b>14,974.00</b>	<b>14,974.00</b>	<b>2,524.56</b>	<b>83 %</b>

601 Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
494300	Water Distribution						
494300	Water Distribution						
101	Full-Time Employees - Regular	11,093.87	93,805.66	169,097.00	169,097.00	75,291.34	55 %
102	Full-Time Employees - Overtime	2,624.48	19,531.78	12,687.00	12,687.00	-6,844.78	154 %
103	Part-Time Employees - Regular	0.00	941.83	0.00	0.00	-941.83	%
111	Severance Pay - Vacation/Sick	0.00	10,696.28	19,387.00	19,387.00	8,690.72	55 %
121	PERA Contributions -	1,028.91	11,229.84	13,634.00	13,634.00	2,404.16	82 %
128	Social Security	826.13	8,973.20	12,473.00	12,473.00	3,499.80	72 %
129	Medicare	193.23	2,098.45	2,917.00	2,917.00	818.55	72 %
131	Health Insurance	3,513.90	65,234.94	76,877.00	76,877.00	11,642.06	85 %
133	Life Insurance	10.82	161.35	205.00	205.00	43.65	79 %
134	Disability Insurance	39.47	663.54	904.00	904.00	240.46	73 %
136	MSRS	45.00	341.64	1,307.00	1,307.00	965.36	26 %
151	Workers Compensation	0.00	7,370.50	7,360.00	7,360.00	-10.50	100 %
212	Motor Fuels	0.00	6,012.44	3,000.00	3,000.00	-3,012.44	200 %
216	Uniforms	62.49	535.32	500.00	500.00	-35.32	107 %
221	General Supplies	0.00	5,570.62	5,500.00	5,500.00	-70.62	101 %
228	Utility System Maint Supplies	0.00	42,319.14	39,000.00	39,000.00	-3,319.14	109 %
314	Computer/Software Fees	0.00	2,500.00	3,750.00	3,750.00	1,250.00	67 %
315	School & Conference	47.84	539.90	2,500.00	2,500.00	1,960.10	22 %
317	Personnel Testing, Physicals,	0.00	108.50	0.00	0.00	-108.50	%
319	Contracted Services	0.00	830.00	30,000.00	30,000.00	29,170.00	3 %
321	Telephone	0.00	1,303.94	0.00	0.00	-1,303.94	%
325	Postage	0.00	15.01	0.00	0.00	-15.01	%
331	Travel Expense	0.00	233.79	750.00	750.00	516.21	31 %
351	Legal Notices Publishing	0.00	0.00	250.00	250.00	250.00	%
361	General Liability Insurance	0.00	5,275.09	5,843.00	5,843.00	567.91	90 %
382	Water Purchases	66,005.18	818,715.19	740,000.00	740,000.00	-78,715.19	111 %
404	Equipment Maintenance	153.85	1,332.66	4,000.00	4,000.00	2,667.34	33 %
406	Vehicle Maintenance	0.00	242.05	2,000.00	2,000.00	1,757.95	12 %
413	Equipment Rental	0.00	0.00	7,500.00	7,500.00	7,500.00	%
417	Uniform Rental	0.00	0.00	500.00	500.00	500.00	%
451	Dues & Subscriptions	0.00	590.00	700.00	700.00	110.00	84 %
460	Permits & Licenses	1,532.58	1,551.83	0.00	0.00	-1,551.83	%
470	Booster Pump Repairs	0.00	0.00	250.00	250.00	250.00	%
471	Water Line Repairs	943.87	40,404.00	40,000.00	40,000.00	-404.00	101 %
472	Hydrant Repairs	0.00	6,903.99	14,500.00	14,500.00	7,596.01	48 %
580	Other Equipment	0.00	2,233.33	5,000.00	5,000.00	2,766.67	45 %
	<b>Account Total:</b>	<b>88,121.62</b>	<b>1,158,265.81</b>	<b>1,222,391.00</b>	<b>1,222,391.00</b>	<b>64,125.19</b>	<b>95 %</b>
	<b>Account Group Total:</b>	<b>88,121.62</b>	<b>1,158,265.81</b>	<b>1,222,391.00</b>	<b>1,222,391.00</b>	<b>64,125.19</b>	<b>95 %</b>
494400	Water Administration and General						
494400	Water Administration and General						
101	Full-Time Employees - Regular	8,679.93	53,483.97	90,116.00	90,116.00	36,632.03	59 %
102	Full-Time Employees - Overtime	0.00	199.85	574.00	574.00	374.15	35 %
121	PERA Contributions -	660.40	5,582.97	6,759.00	6,759.00	1,176.03	83 %
128	Social Security	528.06	4,395.78	5,587.00	5,587.00	1,191.22	79 %
129	Medicare	123.49	1,028.14	1,307.00	1,307.00	278.86	79 %
131	Health Insurance	1,764.48	28,569.25	32,643.00	32,643.00	4,073.75	88 %
133	Life Insurance	10.77	128.93	170.00	170.00	41.07	76 %
134	Disability Insurance	29.15	343.10	395.00	395.00	51.90	87 %

601 Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
135	Unemployment Insurance	0.00	-3,332.00	0.00	0.00	3,332.00	%
136	MSRS	62.99	515.12	728.00	728.00	212.88	71 %
151	Workers Compensation	0.00	130.00	125.00	125.00	-5.00	104 %
201	Office Supplies	0.00	106.82	50.00	50.00	-56.82	214 %
202	Printing Supplies	0.00	63.74	500.00	500.00	436.26	13 %
301	Audit/Account Services	0.00	3,892.50	6,750.00	6,750.00	2,857.50	58 %
303	Banking Fees	825.76	9,822.62	7,200.00	7,200.00	-2,622.62	136 %
305	Engineer Fees	1,018.80	29,780.30	3,000.00	3,000.00	-26,780.30	993 %
308	Legal Fees	68.00	3,657.78	4,000.00	4,000.00	342.22	91 %
314	Computer/Software Fees	0.00	2,996.14	3,700.00	3,700.00	703.86	81 %
315	School & Conference	0.00	0.00	1,000.00	1,000.00	1,000.00	%
319	Contracted Services	0.00	15,737.63	16,120.00	16,120.00	382.37	98 %
321	Telephone	30.69	3,741.04	2,510.00	2,510.00	-1,231.04	149 %
322	Internet	0.00	458.46	400.00	400.00	-58.46	115 %
323	Gopher One Call Locates	0.00	1,056.27	1,200.00	1,200.00	143.73	88 %
325	Postage	0.00	247.40	622.00	622.00	374.60	40 %
331	Travel Expense	124.62	1,062.24	1,480.00	1,480.00	417.76	72 %
351	Legal Notices Publishing	0.00	1,234.62	600.00	600.00	-634.62	206 %
361	General Liability Insurance	0.00	11,206.01	9,537.00	9,537.00	-1,669.01	118 %
381	Electricity	957.64	7,758.30	7,000.00	7,000.00	-758.30	111 %
383	Heating Gas	0.00	3,352.74	3,000.00	3,000.00	-352.74	112 %
405	Computer Maintenance	0.00	14,357.78	19,278.00	19,278.00	4,920.22	74 %
420	Depreciation Expenses	0.00	0.00	220,000.00	220,000.00	220,000.00	%
434	Employee Recognition	0.00	100.00	0.00	0.00	-100.00	%
451	Dues & Subscriptions	24.50	74.50	0.00	0.00	-74.50	%
460	Permits & Licenses	0.00	43.50	0.00	0.00	-43.50	%
720	Transfer Out	91,749.00	91,749.00	91,749.00	91,749.00	0.00	100 %
	<b>Account Total:</b>	<b>106,658.28</b>	<b>293,544.50</b>	<b>538,100.00</b>	<b>538,100.00</b>	<b>244,555.50</b>	<b>55 %</b>
	<b>Account Group Total:</b>	<b>106,658.28</b>	<b>293,544.50</b>	<b>538,100.00</b>	<b>538,100.00</b>	<b>244,555.50</b>	<b>55 %</b>
495000	Transfer Out						
495000	Transfer Out						
720	Transfer Out	17,500.00	17,500.00	17,500.00	17,500.00	0.00	100 %
	<b>Account Total:</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>0.00</b>	<b>100 %</b>
	<b>Account Group Total:</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>0.00</b>	<b>100 %</b>
	<b>Fund Total:</b>	<b>212,279.90</b>	<b>1,469,310.31</b>	<b>1,777,991.00</b>	<b>1,777,991.00</b>	<b>308,680.69</b>	<b>83 %</b>



602 Sewer Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
432500	Sewer Improvements						
432500	Sewer Improvements						
	550 Street Improvements	0.00	0.00	50,950.00	50,950.00	50,950.00	%
	<b>Account Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>50,950.00</b>	<b>50,950.00</b>	<b>50,950.00</b>	<b>%</b>
	<b>Account Group Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>50,950.00</b>	<b>50,950.00</b>	<b>50,950.00</b>	<b>%</b>
494500	Sewer Maintenance						
494500	Sewer Maintenance						
	101 Full-Time Employees - Regular	10,113.51	78,332.67	124,923.00	124,923.00	46,590.33	63 %
	102 Full-Time Employees - Overtime	1,574.69	10,958.60	9,227.00	9,227.00	-1,731.60	119 %
	103 Part-Time Employees - Regular	0.00	586.92	0.00	0.00	-586.92	%
	111 Severance Pay - Vacation/Sick	0.00	6,417.77	14,100.00	14,100.00	7,682.23	46 %
	121 PERA Contributions -	876.59	8,590.81	10,061.00	10,061.00	1,470.19	85 %
	128 Social Security	703.65	6,860.35	9,192.00	9,192.00	2,331.65	75 %
	129 Medicare	164.54	1,604.38	2,150.00	2,150.00	545.62	75 %
	131 Health Insurance	3,101.84	47,576.39	56,482.00	56,482.00	8,905.61	84 %
	133 Life Insurance	9.83	133.27	154.00	154.00	20.73	87 %
	134 Disability Insurance	34.22	508.45	665.00	665.00	156.55	76 %
	136 MSRS	45.00	341.64	962.00	962.00	620.36	36 %
	151 Workers Compensation	0.00	5,505.00	5,494.00	5,494.00	-11.00	100 %
	212 Motor Fuels	0.00	4,008.27	1,500.00	1,500.00	-2,508.27	267 %
	216 Uniforms	62.49	535.32	500.00	500.00	-35.32	107 %
	221 General Supplies	0.00	3,495.50	2,500.00	2,500.00	-995.50	140 %
	228 Utility System Maint Supplies	0.00	703.41	2,500.00	2,500.00	1,796.59	28 %
	229 Lift Station Maintenance	0.00	7,728.50	10,000.00	10,000.00	2,271.50	77 %
	314 Computer/Software Fees	0.00	0.00	5,650.00	5,650.00	5,650.00	%
	315 School & Conference	47.84	1,039.89	1,000.00	1,000.00	-39.89	104 %
	317 Personnel Testing, Physicals,	0.00	153.50	450.00	450.00	296.50	34 %
	319 Contracted Services	0.00	5,077.50	20,000.00	20,000.00	14,922.50	25 %
	331 Travel Expense	0.00	533.69	250.00	250.00	-283.69	213 %
	361 General Liability Insurance	0.00	2,146.26	1,890.00	1,890.00	-256.26	114 %
	385 Sewer Charges	0.00	561,376.00	619,000.00	619,000.00	57,624.00	91 %
	403 Road Maintenance	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	404 Equipment Maintenance	0.00	5,058.00	5,500.00	5,500.00	442.00	92 %
	406 Vehicle Maintenance	0.00	0.00	2,500.00	2,500.00	2,500.00	%
	413 Equipment Rental	0.00	140.52	3,500.00	3,500.00	3,359.48	4 %
	451 Dues & Subscriptions	0.00	0.00	150.00	150.00	150.00	%
	460 Permits & Licenses	1,532.58	1,647.58	250.00	250.00	-1,397.58	659 %
	475 Sewerline Repairs	0.00	32,398.68	45,000.00	45,000.00	12,601.32	72 %
	476 Lift Station Repairs Sewer	0.00	11,997.11	5,000.00	5,000.00	-6,997.11	240 %
	477 I & I Maintenance	0.00	0.00	15,000.00	15,000.00	15,000.00	%
	478 Sewer Cleaning	0.00	17,640.00	40,000.00	40,000.00	22,360.00	44 %
	499 Miscellaneous	0.00	0.00	7,500.00	7,500.00	7,500.00	%
	580 Other Equipment	0.00	2,233.33	47,500.00	47,500.00	45,266.67	5 %
	590 Pumping Plant & Lift Stations	0.00	43,245.56	40,000.00	40,000.00	-3,245.56	108 %
	<b>Account Total:</b>	<b>18,266.78</b>	<b>868,574.87</b>	<b>1,115,550.00</b>	<b>1,115,550.00</b>	<b>246,975.13</b>	<b>78 %</b>
	<b>Account Group Total:</b>	<b>18,266.78</b>	<b>868,574.87</b>	<b>1,115,550.00</b>	<b>1,115,550.00</b>	<b>246,975.13</b>	<b>78 %</b>

602 Sewer Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
494900	Sewer Administration and General						
494900	Sewer Administration and General						
101	Full-Time Employees - Regular	8,679.93	53,353.47	90,116.00	90,116.00	36,762.53	59 %
102	Full-Time Employees - Overtime	0.00	199.86	574.00	574.00	374.14	35 %
121	PERA Contributions -	660.40	5,573.15	6,759.00	6,759.00	1,185.85	82 %
128	Social Security	528.06	4,388.17	5,587.00	5,587.00	1,198.83	79 %
129	Medicare	123.49	1,026.38	1,307.00	1,307.00	280.62	79 %
131	Health Insurance	1,764.48	26,391.44	32,643.00	32,643.00	6,251.56	81 %
133	Life Insurance	10.77	128.66	170.00	170.00	41.34	76 %
134	Disability Insurance	29.15	342.60	395.00	395.00	52.40	87 %
135	Unemployment Insurance	0.00	-3,332.00	0.00	0.00	3,332.00	%
136	MSRS	62.99	514.55	728.00	728.00	213.45	71 %
151	Workers Compensation	0.00	130.00	125.00	125.00	-5.00	104 %
201	Office Supplies	0.00	106.82	25.00	25.00	-81.82	427 %
202	Printing Supplies	0.00	63.74	400.00	400.00	336.26	16 %
301	Audit/Account Services	0.00	3,892.50	6,750.00	6,750.00	2,857.50	58 %
303	Banking Fees	825.76	9,822.58	7,200.00	7,200.00	-2,622.58	136 %
305	Engineer Fees	0.00	1,240.00	2,000.00	2,000.00	760.00	62 %
308	Legal Fees	55.00	1,214.25	2,000.00	2,000.00	785.75	61 %
314	Computer/Software Fees	0.00	2,937.43	3,700.00	3,700.00	762.57	79 %
315	School & Conference	0.00	0.00	1,000.00	1,000.00	1,000.00	%
319	Contracted Services	0.00	15,279.11	12,620.00	12,620.00	-2,659.11	121 %
321	Telephone	20.46	4,775.80	2,510.00	2,510.00	-2,265.80	190 %
322	Internet	0.00	687.67	400.00	400.00	-287.67	172 %
323	Gopher One Call Locates	0.00	704.18	1,200.00	1,200.00	495.82	59 %
325	Postage	0.00	165.34	622.00	622.00	456.66	27 %
331	Travel Expense	124.62	1,062.24	960.00	960.00	-102.24	111 %
351	Legal Notices Publishing	0.00	265.58	0.00	0.00	-265.58	%
361	General Liability Insurance	0.00	11,207.01	9,537.00	9,537.00	-1,670.01	118 %
381	Electricity	944.89	9,763.57	8,000.00	8,000.00	-1,763.57	122 %
383	Heating Gas	0.00	2,095.48	2,000.00	2,000.00	-95.48	105 %
405	Computer Maintenance	0.00	13,982.78	19,278.00	19,278.00	5,295.22	73 %
420	Depreciation Expenses	0.00	0.00	556,747.00	556,747.00	556,747.00	%
434	Employee Recognition	0.00	100.00	0.00	0.00	-100.00	%
451	Dues & Subscriptions	0.00	50.00	0.00	0.00	-50.00	%
460	Permits & Licenses	0.00	5.00	0.00	0.00	-5.00	%
720	Transfer Out	56,260.00	56,260.00	56,260.00	56,260.00	0.00	100 %
	<b>Account Total:</b>	<b>70,090.00</b>	<b>224,397.36</b>	<b>831,613.00</b>	<b>831,613.00</b>	<b>607,215.64</b>	<b>27 %</b>
	<b>Account Group Total:</b>	<b>70,090.00</b>	<b>224,397.36</b>	<b>831,613.00</b>	<b>831,613.00</b>	<b>607,215.64</b>	<b>27 %</b>
495000	Transfer Out						
495000	Transfer Out						
720	Transfer Out	17,500.00	17,500.00	17,500.00	17,500.00	0.00	100 %
	<b>Account Total:</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>0.00</b>	<b>100 %</b>
	<b>Account Group Total:</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>17,500.00</b>	<b>0.00</b>	<b>100 %</b>
	<b>Fund Total:</b>	<b>105,856.78</b>	<b>1,110,472.23</b>	<b>2,015,613.00</b>	<b>2,015,613.00</b>	<b>905,140.77</b>	<b>55 %</b>

603 Storm Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
441100	Storm Water						
441100	Storm Water						
101	Full-Time Employees - Regular	5,613.93	37,890.72	64,487.00	64,487.00	26,596.28	59 %
102	Full-Time Employees - Overtime	1,049.78	6,961.98	2,108.00	2,108.00	-4,853.98	330 %
111	Severance Pay - Vacation/Sick	0.00	4,278.50	1,762.00	1,762.00	-2,516.50	243 %
121	PERA Contributions -	502.94	5,053.78	4,974.00	4,974.00	-79.78	102 %
128	Social Security	405.46	4,008.42	4,221.00	4,221.00	212.58	95 %
129	Medicare	94.82	937.36	987.00	987.00	49.64	95 %
131	Health Insurance	1,294.01	30,478.42	25,229.00	25,229.00	-5,249.42	121 %
133	Life Insurance	7.58	102.46	104.00	104.00	1.54	99 %
134	Disability Insurance	20.73	314.16	309.00	309.00	-5.16	102 %
136	MSRS	44.96	357.36	514.00	514.00	156.64	70 %
151	Workers Compensation	0.00	1,694.50	1,662.00	1,662.00	-32.50	102 %
305	Engineer Fees	0.00	34,720.63	10,000.00	10,000.00	-24,720.63	347 %
308	Legal Fees	0.00	264.00	1,500.00	1,500.00	1,236.00	18 %
310	Recording/Filing Fees	0.00	46.00	500.00	500.00	454.00	9 %
314	Computer/Software Fees	0.00	2,937.43	1,500.00	1,500.00	-1,437.43	196 %
319	Contracted Services	0.00	16,053.41	30,000.00	30,000.00	13,946.59	54 %
325	Postage	0.00	83.25	500.00	500.00	416.75	17 %
331	Travel Expense	41.55	354.16	300.00	300.00	-54.16	118 %
351	Legal Notices Publishing	0.00	177.05	0.00	0.00	-177.05	%
403	Road Maintenance	28,116.70	49,272.32	11,000.00	11,000.00	-38,272.32	448 %
413	Equipment Rental	0.00	28,290.98	20,000.00	20,000.00	-8,290.98	141 %
451	Dues & Subscriptions	73.50	1,953.50	2,000.00	2,000.00	46.50	98 %
530	Improvements Other Than Bldgs	0.00	0.00	200,000.00	200,000.00	200,000.00	%
550	Street Improvements	0.00	0.00	60,000.00	60,000.00	60,000.00	%
720	Transfer Out	21,473.00	21,473.00	21,473.00	21,473.00	0.00	100 %
	<b>Account Total:</b>	<b>58,738.96</b>	<b>247,703.39</b>	<b>465,130.00</b>	<b>465,130.00</b>	<b>217,426.61</b>	<b>53 %</b>
	<b>Account Group Total:</b>	<b>58,738.96</b>	<b>247,703.39</b>	<b>465,130.00</b>	<b>465,130.00</b>	<b>217,426.61</b>	<b>53 %</b>
495000	Transfer Out						
495000	Transfer Out						
720	Transfer Out	1,496.00	1,496.00	1,496.00	1,496.00	0.00	100 %
	<b>Account Total:</b>	<b>1,496.00</b>	<b>1,496.00</b>	<b>1,496.00</b>	<b>1,496.00</b>	<b>0.00</b>	<b>100 %</b>
	<b>Account Group Total:</b>	<b>1,496.00</b>	<b>1,496.00</b>	<b>1,496.00</b>	<b>1,496.00</b>	<b>0.00</b>	<b>100 %</b>
	<b>Fund Total:</b>	<b>60,234.96</b>	<b>249,199.39</b>	<b>466,626.00</b>	<b>466,626.00</b>	<b>217,426.61</b>	<b>53 %</b>
	<b>Grand Total:</b>	<b>379,603.19</b>	<b>0.00</b>	<b>2,841,431.37</b>	<b>4,275,204.00</b>	<b>1,433,772.63</b>	<b>66 %</b>

**Public Works  
Utility Maintenance Report**

<b>Meeting Date:</b>	1/19/2023			
<b>Reporting Period:</b>	<b>From:</b>	12/1/2022	<b>To:</b>	12/31/2022

**1. Water Utility**

- a. Project Update
    - i. Peyton Acres
      - 1. NO Change in May
        - a. They are planning on their phase 1B in 2022
        - b. This is approx. 10 more lots
        - c. Looking into a possible additional phase in 2022
          - i. June 13<sup>th</sup> Start
          - ii. Started Mid-June w/ Phase 1B for an additional 10 lots.
          - iii. Phase 1 A putting 2 houses online in July
          - iv. Phase 1 B Sanitary and Water completed
            - 1. Testing to be completed in early August
              - a. Testing Completed and passed
          - v. Phase B Complete for Utilities and most road work
        - d. Possibly start Phase C in 2022
          - i. Doubtful as of 11/9
    - ii. Hwy 53 Water Tower Recoating
      - 1. Osseo Construction- Low Responsible Bidder
        - a. Contracts are signed
        - b. Meeting on 3/16
        - c. Work started on 4/25
          - i. Water tower is offline and sandblasting is starting 5/16 or before
          - ii. Blasting interior 100% Complete
          - iii. Blasting Exterior 100% Complete
          - iv. Waiting on Finish Coat Of Epoxy to arrive July 17
          - v. ALL WORK COMPLETE IN JULY
            - 1. Water Back online August 1<sup>st</sup>, 2022
            - 2. Punchlist being completed in early August
              - a. Punchlist Completed
        - d. Awaiting Final pay app and paperwork
        - e. **Project Closed OUT**
- b. Valve Replacement on Haines/Arrowhead intersection
  - i. Work to be 2023 Quoted work
  - ii. Putting information together in June.
    - 1. Work will have to be in 2023 due to Valve availability
    - 2. **Will be done in Conjunction w/ SLC Haines Road Project**
      - a. **Valve is ON HAND in OUR SHOP**

- c. Irrigation meter plan for 2023
  - i. Plan approved, will be publicized in May
  - ii. 5 will be available in 2023 again
- d. Watermain Breaks
  - i. Break @ 3869 Haines Road
- e. Water System Modeling
  - i. NCE put together RFP
  - ii. RFP's back
  - iii. Recommend SEH Inc. to City Council on 4/18
  - iv. SEH started process
    - 1. Data Collection began in mid-June
    - 2. All requested info to SEH in July
    - 3. Expected information back to City of Hermantown in Oct.
      - a. Had mtg. on 10/6
      - b. Initial Model Complete
      - c. Nov. Commission mtg. presentation
      - d. Completed and City and NCE has final copy and Computer data

## 2. Sewer

- a. Project Update
  - i. Planning 2023 Sanitary sewer cleaning
    - 1. Lift Stations Early Nov. for Fall Cleaning
- b. Trunkline Spur
  - i. Oak Ridge Drive Spur
    - 1. Looks like we will be going down Okerstrom road and tie into the Okerstrom/Anderson Road Manhole
- c. Lift Stations

## 3. Stormwater

- a. Project Update
  - i. Bridge inspection on Hermantown Road Bridge near 5 Corners by LHB
    - 1. Completed and a report will be presented by David Bolf @ 2/7/22 Council mtg.
      - a. Report will state the bridge should be replaced as part of the 2023 Road Improvement plan on Hermantown Road
      - b. RFP for design services to be solicited by the City of Hermantown in May
        - i. LHB Awarded design contract for Bridge
        - ii. Design Started in July
        - iii. Wetland Delineation completed in August
        - iv. Soil Borings coming in Sept.
        - v. Soil Borings completed in early Oct.
      - c. Design options were explored and a Traditional Bridge will be designed due to ledge rock

**4. Other Notes**

**5. Looking Ahead to 2023**

- a. Haines Road Sanitary sewer repairs
- b. Oak Ridge Trunk Sewer Spur Planning – RFP from NCE to City Council on 8/15
- c. 2023 Sanitary Cleaning
- d. I&I in lift stations being quantified and prioritized
- e. Lift Station upgrade for Data and programming issues

## City of Hermantown - 2022 Water Loss Report

	Duluth Billed (Gallons)	Hermantown Billed (Gallons)	Difference	Percent Difference	Water Main Breaks	Truck Fill/ Temp Meter	City Usage	Total Accounted	Total Unaccounted Gallons
Jan	15,494,072	14,892,226	601,846	3.9%	398,000	35,366	16,930	450,296	151,550
Feb	13,843,236	12,117,893	1,725,344	12.5%	-	8,100	18,806	26,906	1,698,438
Mar	13,102,716	12,361,290	741,426	5.7%	460,000	24,200	16,797	500,997	240,429
Apr	14,988,424	12,803,903	2,184,521	14.6%	-	20,000	19,256	39,256	2,145,265
May	14,446,872	13,442,381	1,004,491	7.0%	340,000	12,100	15,290	367,390	637,101
Jun	14,835,084	14,819,309	15,775	0.1%	40,000	88,100	26,870	154,970	(139,195)
Jul	18,305,804	16,383,569	1,922,235	10.5%	10,000	109,835	18,296	138,131	1,784,104
Aug	19,062,032	16,477,355	2,584,677	13.6%	80,000	86,622	23,071	189,693	2,394,984
Sep	16,565,956	14,672,148	1,893,808	11.4%	-	81,481	21,666	103,147	1,790,661
Oct	16,133,612	13,669,161	2,464,451	15.3%	5,000	56,322	12,253	73,575	1,851,948
Nov	13,547,028	12,087,564	1,459,464	10.8%	68,000	66,400	25,931	160,331	1,299,133
Dec	13,573,956	12,488,798	1,085,158	8.0%	110,000	32,700	19,427	162,127	923,031
	<b>183,898,792</b>	<b>166,215,598</b>	<b>17,683,194</b>	<b>9.6%</b>	<b>1,511,000</b>	<b>621,226</b>	<b>234,593</b>	<b>2,366,819</b>	<b>14,777,447</b>

Total Percent of Duluth Billed Unaccounted For:

8.33%



Clear Answers for Clean Water™

**WLSSD**

**Western Lake Superior Sanitary District**

2626 Courtland Street  
Duluth, MN 55806-1894  
(218) 722-3336

Account No.	8420
Invoice Date	12/31/2022

To: CITY OF HERMANTOWN  
5105 MAPLE GROVE ROAD  
HERMANTOWN MN 55811

Invoice	Trans Date	Due Date	PO	Desc	Quantity	Unit Rate	Amount
123122HER1	12/31/2022	01/15/2023		WASTEWATER CHARGES			48,229.00
123122HER2	12/31/2022	01/15/2023		2021 ADJUSTMENT			-596.00

Current	1-30 Days	31-60 Days	Over 60 Days	Amount Due
47,633.00	0.00	0.00	0.00	<b>47,633.00</b>

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution. For inquiries please call WLSSD at 218-722-3336.



2022 FLOW AND LOADINGS											
SUMMARY ONLY											
<p style="text-align: center;"><b>Hermantown</b> (Haines Road Metering Station)</p>											
<p style="text-align: right;">BOD Biochemical Oxygen Demand SS Suspended Solids FLOW Million Gallons per Day</p>											
MONTH	TOTAL FLOW	AVG FLOW	PEAK-HR FLOW RATE	TOTAL BOD	AVG BOD	TOTAL SS	AVG SS	TOTAL LBS	AVG LBS/DAY	TOTAL LBS	AVG LBS/DAY
JANUARY	10.0509	0.3242	0.5802	18,197	587	16,802	542				
FEBRUARY	9.0304	0.3225	0.6012	16,604	593	14,616	522				
MARCH	11.3384	0.3658	0.6572	19,158	618	17,422	562				
APRIL	16.2736	0.5425	1.1272	21,900	730	23,460	782				
MAY	16.2176	0.5231	1.1274	20,894	674	17,329	559				
JUNE	12.9876	0.4329	0.7700	19,770	659	19,860	662				
JULY	12.2030	0.3936	0.6350	19,933	643	17,980	580				
AUGUST	11.5186	0.3716	1.4430	17,701	571	17,887	577				
SEPTEMBER	10.6353	0.3545	0.6150	17,220	574	17,160	572				
OCTOBER	10.6632	0.3440	0.5538	17,391	561	19,530	630				
NOVEMBER	11.0759	0.3692	0.8600	18,660	622	18,300	610				
DECEMBER											
TOTAL or AVG	131.9945	0.3952		207,428	621	200,346	600				

Questions regarding Billing  
In this summary form  
should be directed to:  
**Cathy Remington**  
Director of Finance  
Western Lake Superior Sanitary District  
2626 Courtland Street  
Duluth, MN 55806  
Phone: (218) 740-4788  
Fax: (218) 727-7471  
Email: Cathy.Remington@wlssd.com


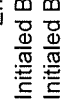
Data Verified by:  
**Julie Macor**, Director of Environmental Services - (218) 740-4814  
**Grant Brown**, Director of Information Services - (218) 740 - 4777  
Western Lake Superior Sanitary District  
2626 Courtland Street  
Duluth, MN 55806  
Fax: (218) 727-7471  
Email: julie.macor@wlssd.com  
Email: grant.brown@wlssd.com  
Initialed By: *JLM*  
Initialed By: *GB*

2022 FLOW AND LOADINGS  
 SUMMARY ONLY  
**City of Hermantown**  
*(Includes Bayview and Haines Road Metering Station)*

BOD Biochemical Oxygen Demand  
 SS Suspended Solids  
 FLOW Million Gallons per Day

MONTH	TOTAL FLOW	AVG FLOW	PEAK-HR FLOW RATE	TOTAL BOD	AVG BOD	TOTAL SS	AVG SS
	MG	MGD	MGD	LBS	LBS/DAY	LBS	LBS/DAY
JANUARY	17.2962	0.5579	0.9161	30,282	977	28,887	932
FEBRUARY	15.0769	0.5384	0.8587	26,690	953	24,702	882
MARCH	19.2182	0.6200	1.1177	32,302	1,042	30,566	986
APRIL	28.8160	0.9606	1.6875	42,821	1,427	44,381	1,479
MAY	28.5881	0.9221	1.6792	41,528	1,340	37,963	1,225
JUNE	21.8277	0.7276	1.2083	34,515	1,151	34,605	1,154
JULY	19.7969	0.6386	0.9523	32,600	1,052	30,647	989
AUGUST	18.5405	0.5981	1.7032	29,414	949	29,600	955
SEPTEMBER	17.4505	0.5817	0.9505	28,588	953	28,528	951
OCTOBER	17.5247	0.5653	0.8995	28,836	930	30,975	999
NOVEMBER	18.8240	0.6275	1.4237	31,584	1,053	31,224	1,041
DECEMBER							
<b>TOTAL or AVG</b>	<b>222.9597</b>	<b>0.6675</b>	<b>Allocation</b>	<b>359,158</b>	<b>1,075</b>	<b>352,076</b>	<b>1,054</b>
<b>2022 BUDGET</b>		<b>0:6500</b>	<b>3,8000</b>		<b>1,150</b>		<b>1,100</b>

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 Initialed By:   
 Initialed By: 

2022 FLOW AND LOADINGS

SUMMARY ONLY

**Bayview Interceptor**

(City of Hermantown)

BOD Biochemical Oxygen Demand

SS Suspended Solids

FLOW Million Gallons per Day



MONTH	TOTAL FLOW		AVG FLOW	PEAK-HR FLOW RATE	TOTAL BOD		AVG BOD	TOTAL SS		AVG SS
	MG	MGD	MGD	MGD	LBS	LBS	LBS/DAY	LBS	LBS	LBS/DAY
JANUARY	7.2453		0.2337	0.3959	12,085		390	12,085		390
FEBRUARY	6.0465		0.2159	0.3602	10,086		360	10,086		360
MARCH	7.8798		0.2542	0.4606	13,144		424	13,144		424
APRIL	12.5424		0.4181	0.7106	20,921		697	20,921		697
MAY	12.3705		0.3990	0.6818	20,634		666	20,634		666
JUNE	8.8401		0.2947	0.5271	14,745		492	14,745		492
JULY	7.5939		0.2450	0.4185	12,667		409	12,667		409
AUGUST	7.0219		0.2265	0.4326	11,713		378	11,713		378
SEPTEMBER	6.8152		0.2272	0.4089	11,368		379	11,368		379
OCTOBER	6.8615		0.2213	0.3685	11,445		369	11,445		369
NOVEMBER	7.7481		0.2583	0.5959	12,924		431	12,924		431
DECEMBER										
TOTAL or AVG	90.9652		0.2724		151,730		454	151,730		454

Questions regarding Billing

In this summary form should be directed to:

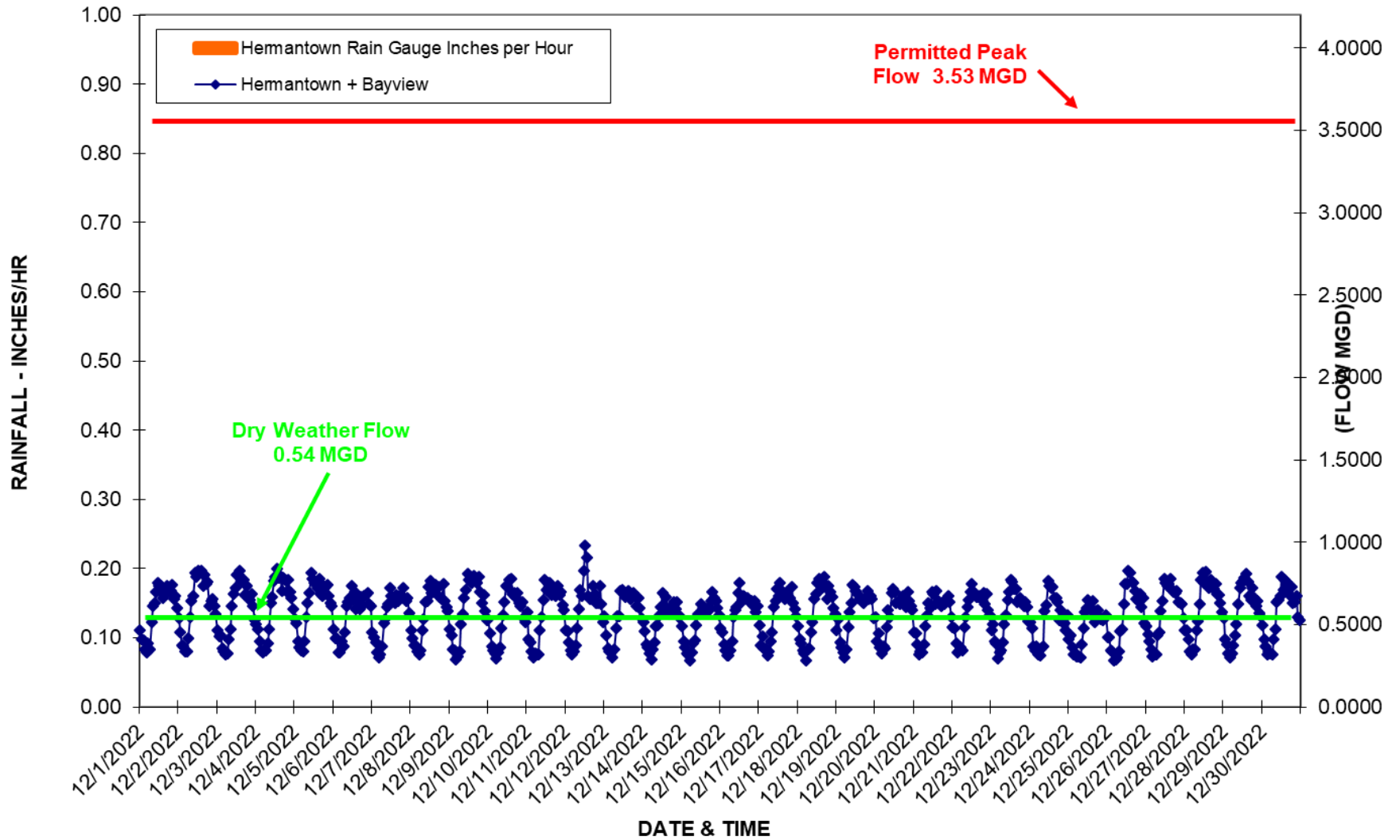
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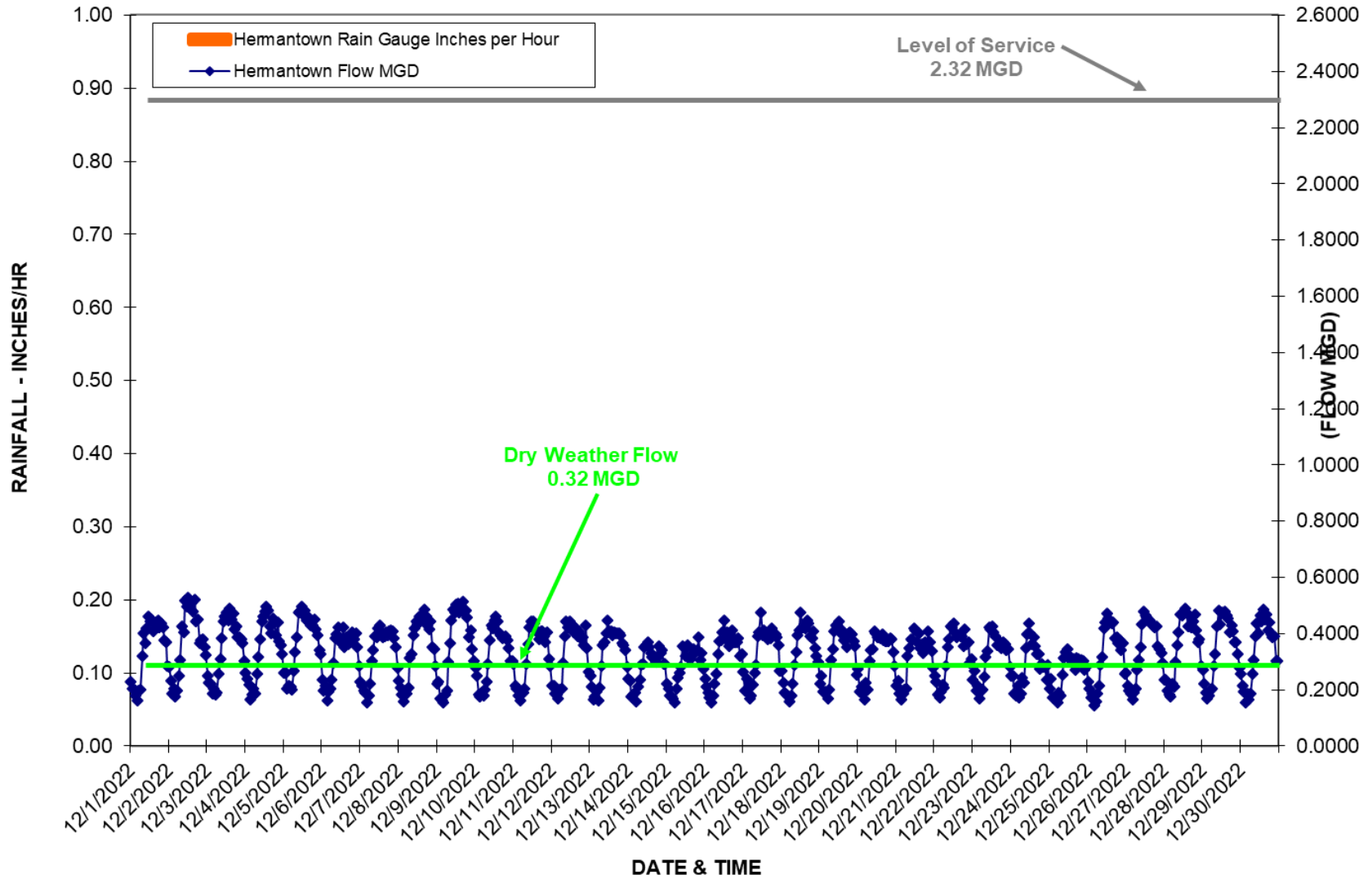
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 Initialed By: 

# Hermantown Flow + Bayview

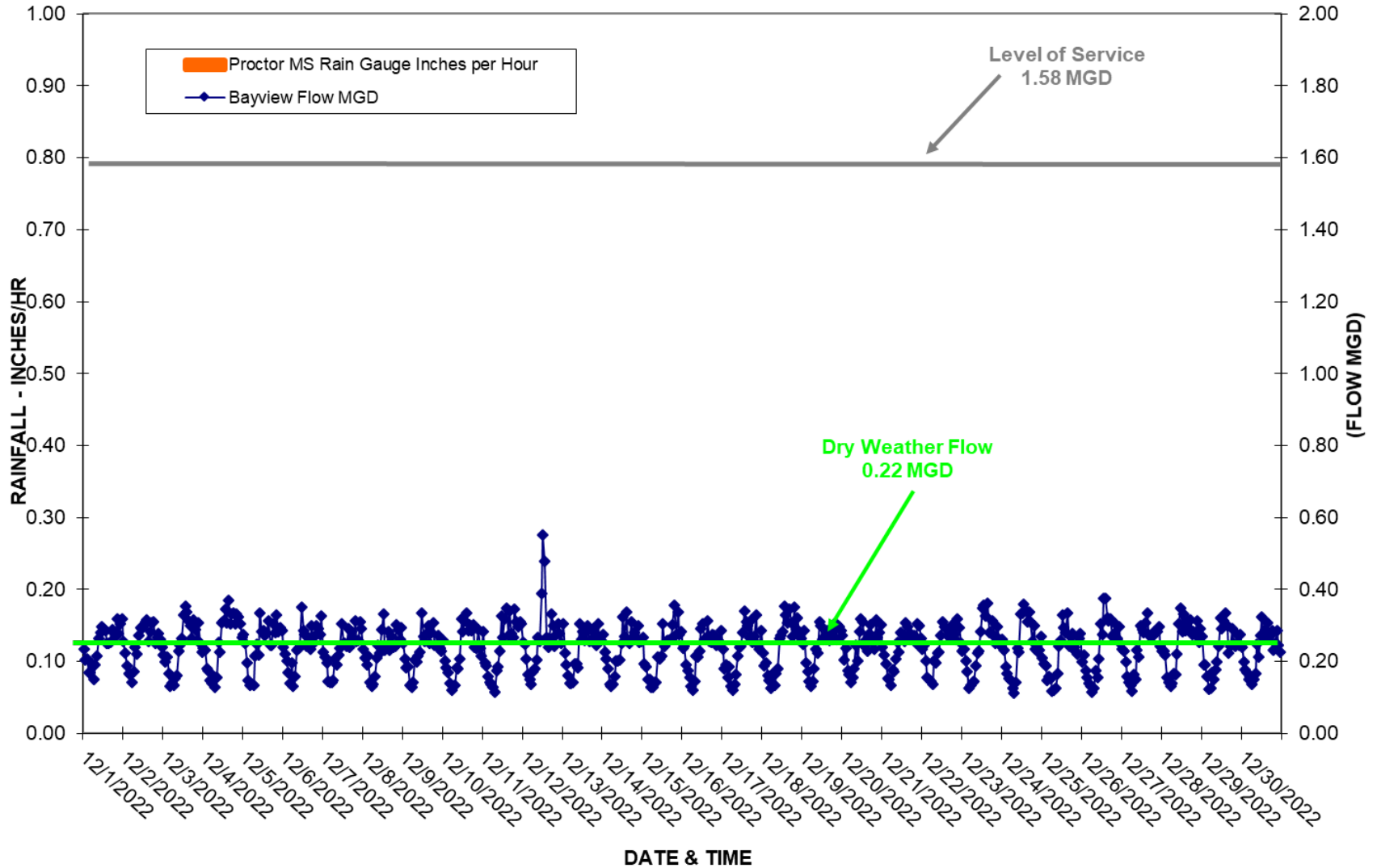
## December 2022



# Hermantown Flow - Haines Road December 2022



# BAYVIEW METERING STATION December 2022



## Pending New Connections

Address	Owner
4059 Ugstad Rd	Clear Vision Builders
4061 Ugstad Rd	Clear Vision Builders
3967 Peyton Lane	Obey Construction
4319 Sugar Maple Dr	Obey Construction
4469 Sugar Maple Dr	Billman
5352 Truman Dr	Ross & Katie Peterson
4427 Sugar Maple Dr	Dave & Andrea Engstrom
4005 Getchell Rd	Steve & Janice Patterson
4375 Grouse Ridge Dr	Derek Grover
4301 Thielke Circle	Titan Premier
5197 Miller Trunk Hwy	Midnight Pools
5142 Morris Thomas Rd	Robb Stauber
4974 Anderson Rd	Joe Jerulle
4432 Sugar Maple Dr	Robert & Marlene Greenly
4013 Getchell Rd	Cole Pueringer
4774 Morris Thomas Rd	Ronald & Cynthia Abernethy
5183 Arrowhead Rd	Jay Zierden
5185 Arrowhead Rd	Jay Zierden
4888 Peyton Dr	Chris Kibler
4110 Lavaque Rd	Oppidan (Pillars of Htown)
4219 Timber Ridge Ln	Timber Ridge (Shop/Garage)

## Pending New Stormwater Accounts

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Address	Owner
5679 Hermantown Rd	Paula LeBlanc
5801 Highway 194	Steve & Jayne Saarela
3848 Lavaque Rd	Drew & Jenna Kutcher
4651 Lavaque Bypass Rd	Aaron & Stacy Pohjola
5842 Morris Thomas Rd	Mark & Elizabeth Ames
5870 Rose Rd	Steven & Ruth Casper

**TO:** Utility Commission Members



**FROM:** Lindsay Townsend, Utility  
Billing Clerk

**DATE:** 1/12/2023

**Meeting Date:** 01/19/2023

**SUBJECT:** Utility Billing Happenings

**Agenda Item:** 8f

- 
- Utility Portal Update: 1473 accounts, 488 paperless, 442 autopay
  - Past Due Accounts as of January 11: 63 accts (98 accounts last month)
    - 120 days – 6 accts (Previous month: 1)
    - 90 days – 18 acct (Previous month: 2)
    - 60 days – 39 accts (Previous month: 18)
    - 30 days – 0 accts (Previous month: 77)

#### 2022 Review

- 2022 Assessment Searches Performed: 263
- 2022 I & I Inspections: 85
- 2022 Sod Discounts: 2
- 2022 UC approved sewer credits:
  1. Hermantown Schools \$1,885.52
  2. David Bristol \$1,102.40
  3. Terrance Diskin \$151.84
  4. Chad Wood \$341.12Total: \$3,480.88
- Contractor ROW Permits: 57
- Delinquent Utilities Certified to SLC:
  - 8 Monthly Customers
  - 69 Stormwater Only Customers

Response to Rob's question from 11/17/22 meeting in regards to how we report depreciation (Fund 601 Acct 420 on the BvA report):

Kevin Orme's response: "The City chooses to book the depreciation once per year once it figures out how much it should be. As you can see from the below we haven't recognized it yet in 2022. We will do so before we close the books for year end. We don't know the amount of the depreciation for 2022 until February 2023. So, we can't book it until then, unless we just book an estimated amount. The benefits of booking estimated depreciation throughout the year do not outweigh the costs of doing so in my estimation. It is a lot of work for no benefit."