

MEETING CONDUCTED IN PERSON & VIA ZOOM

CITY STAFF: Paul Senst, Public Works Director; Lindsay Townsend, Utility Billing Clerk; Eric Johnson, Community Development Director

VISITORS: None

1. **ROLL CALL**

Bill Berg: Present
Howard Jacobson: Present
Doug Kerfeld: Present
Robert McLachlan: Present
Jim Samberg: Present
Councilor Brian LeBlanc: Absent

2. **MINUTES**

A. January 19, 2023 Meeting Minutes

(motion, roll call)

Motion to approve minutes from the January 19, 2023 Utility Commission Meeting. This motion, made by Jim Samberg and seconded by Howard Jacobson, Carried.

Bill Berg: Yea
Howard Jacobson: Yea
Doug Kerfeld: Yea
Councilor Brian LeBlanc: Absent
Robert McLachlan: Yea
Jim Samberg: Yea

Yea: 5, Nay: 0, Absent: 1

3. **PUBLIC DISCUSSION**

None

4. **COMMUNICATIONS**

A. WLSSD Discharge Monitoring Report

B. WLSSD 2022 Wastewater Adjustments

5. **PRESENTATIONS**

Eric Johnson made a short presentation about three small projects that private utility companies will be doing in the City's ROW. Informed commission that the City attorney is working on a new ROW Ordinance to help the City regulate what happens in the ROW.

6. **OLD BUSINESS**

None

7. **NEW BUSINESS**

A. 3749 Johnson Rd - Sewer Credit Request

(motion, roll call)

Motion to approve a sewer credit in the amount of \$471.17. This motion, made by Jim Samberg and seconded by Bill Berg, Carried.

Bill Berg:	Yea
Howard Jacobson:	Yea
Doug Kerfeld:	Yea
Councilor Brian LeBlanc:	Absent
Robert McLachlan:	Yea
Jim Samberg:	Yea

Yea: 5, Nay: 0, Absent: 1

B. 5206 W. Arrowhead Rd. - Sewer Credit Request

(motion, roll call)

Motion to approve a sewer credit in the amount of \$1,035.09. This motion, made by Jim Samberg and seconded by Bill Berg, Carried.

Bill Berg:	Yea
Howard Jacobson:	Yea
Doug Kerfeld:	Yea
Councilor Brian LeBlanc:	Absent
Robert McLachlan:	Yea
Jim Samberg:	Yea

Yea: 5, Nay: 0, Absent: 1

C. 3609 Copley Rd - Sewer Credit Request

(motion, roll call)

Motion to approve a sewer credit in the amount of \$156.70. This motion, made by Jim Samberg and seconded by Bill Berg, Carried.

Bill Berg: Yea
Howard Jacobson: Yea
Doug Kerfeld: Yea
Councilor Brian LeBlanc: Absent
Robert McLachlan: Yea
Jim Samberg: Yea

Yea: 5, Nay: 0, Absent: 1

8. **REPORTS**

A. **Budget to Actual Expenditure Report – Report Attached**

B. **Public Works Utility Maintenance & Project Report – Report Attached**

C. **Water Loss Report – Report Attached**

D. **WLSSD Monthly Flow - Rain Fall & Flow Report – Report Attached**

E. **New Connections Report – Report Attached**

F. **Utility Billing Happenings Report – Report Attached**

9. **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 – Informed commission of the tragic death of Eric Shaffer, a highly respected engineer for the City of Duluth.**

F. **Councilor Brian LaBlanc - Absent**

10. **RECESS**

(motion, roll call)

Motion to adjourn the May 18, 2023 Utility Commission Meeting at 6:39pm. This motion, made by Jim Samberg and seconded by Robert McLachlan, Carried.

Utility Commission Meeting

Thursday, May 18, 2023

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Bill Berg:	Yea
Howard Jacobson:	Yea
Doug Kerfeld:	Yea
Councilor Brian LeBlanc:	Absent
Robert McLachlan:	Yea
Jim Samberg:	Yea

Yea: 5, Nay: 0, Absent: 1

Minutes Prepared By:


Utility Billing Clerk