



Hermantown Utility Commission - Thursday, July 20, 2023

Hermantown's Utility Commission meeting will include both remote access and in-person access to Council Chambers. The remote access will be available through the platform, "Zoom," which allows the public to view and participate in the meeting via phone or computer. Interested parties can also choose to attend the Utility Commission meetings in person at City Hall.

Hermantown City Hall
5105 Maple Grove Rd
Hermantown, MN 55811

Remote access to the Utility Commission Meeting via Zoom:

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

Meeting ID number: 839 3725 2217

Passcode: 576504

Dial In: 312-626-6799

**CITY OF HERMANTOWN
UTILITY COMMISSION AGENDA**

**Thursday, July 20, 2023 at 5:30 PM Central
Council Chambers, City Hall - Hermantown Governmental Services Building**

1. **ROLL CALL**
2. **MINUTES**
Approval or Correction
 - A. May 18th, 2023 Meeting Minutes 4
(motion, roll call)
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**
 - A. WLSSD Discharge Monitoring Report 8
 - B. MN Pollution Control Agency Permit - Okerstrom Rd Utility Improvements 12
 - C. MN Department of Health - Okerstrom Rd Utility Improvements Approval 15
 - D. WLSSD - Okerstrom Rd Utility Improvement Approval Letter 18
 - E. MN Department of Health - Sanitary Survey Report for Hermantown Public Water System 19
 - F. Utility Infrastructure Director - Trish Crego Starting July 24, 2023 26
5. **PRESENTATIONS**
City Department Heads may give reports if necessary
6. **OLD BUSINESS**
This is the time for individuals to address the Council about any item not on the agenda. The time limit is three minutes per person.
7. **NEW BUSINESS**
 - A. **Water Availability Charge** **36**
(motion, roll call)
8. **REPORTS**

A. Budget to Actual Expenditure Report	40
B. Public Works Utility Maintenance & Project Report	47
C. Water Loss Report	50
D. WLSSD Monthly Flow - Rain Fall & Flow Report	51
E. New Connections Report	61
F. Utility Billing Happenings Report	62
9. COMMISSION MEMBERS REPORT	
A. Jim Samberg -	
B. William Berg -	
C. Robert McLachlan -	
D. Doug Kerfeld -	
E. Howard Jacobson -	
F. Councilor Andy Hjelle -	
10. RECESS	
<i>(motion, roll call)</i>	

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

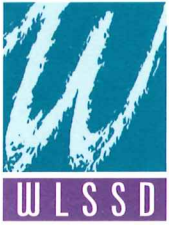
Thursday, May 18, 2023

Page | 4

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



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

Western Lake Superior Sanitary District

June 15, 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 May 2023 (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 May was 38 MGD.

The average influent cBOD5 concentration was 193 mg/L and the average effluent concentration was 9.9 mg/L. The cBOD5 removal efficiency for the month of May was 95 percent. The average influent and effluent suspended solids concentrations were 262 mg/L and 14 mg/L, respectively, providing a monthly suspended solids removal rate of 95 percent.

For the month of May, the effluent phosphorus calendar month average concentration was 0.3 mg/L and the average mass was 50 kg/d, compared to the respective calendar month average limits of 1.0 mg/L and 115 kg/d.

For the month of May, the effluent's average mercury concentration was 1.7 ng/L and the daily maximum was 2.0 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 May, the calendar month average mercury was 225 mg/d, and the daily maximum was 295 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.

WLSSD reported two (2) releases in the month of May 2023. The releases were not related to wet weather events. Details of the releases are provided in the attached release reports.

Page 2

June 15, 2023

The submittal contains: Cover Letter, Sample Values Spreadsheet and a DMR Calculated Values Spreadsheet, and Release Reports.

Sincerely,

A handwritten signature in blue ink, appearing to read 'M. Bohren', with a long horizontal flourish extending to the right.

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



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

Western Lake Superior Sanitary District

July 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 June 2023 (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 June was 34 MGD.

The average influent cBOD5 concentration was 182 mg/L and the average effluent concentration was 4.9 mg/L. The cBOD5 removal efficiency for the month of June was 97 percent. The average influent and effluent suspended solids concentrations were 234 mg/L and 4.2 mg/L, respectively, providing a monthly suspended solids removal rate of 97 percent.

For the month of June, the effluent phosphorus calendar month average concentration was 0.4 mg/L and the average mass was 53 kg/d, compared to the respective calendar month average limits of 1.0 mg/L and 115 kg/d.

For the month of June, the effluent's average mercury concentration was 0.7 ng/L and the daily maximum was 0.9 ng/L. The NPDES permit limits for mercury are 5.2 ng/L calendar month average and 6.5 ng/L daily maximum. In milligrams per day, the calendar month average limit is 953 and the daily maximum limit is 1191. For the month of June, the calendar month average mercury was 96.3 mg/d, and the daily maximum was 118 mg/d.

Page 2

July 10, 2023

The submittal contains: Cover Letter, Sample Values Spreadsheet, DMR Calculated Values Spreadsheet, Quarter 2 DMR Spreadsheet.

Sincerely,

A handwritten signature in black ink, appearing to read 'Marianne Bohren'. The signature is fluid and cursive, with a large 'B' and a long horizontal stroke at the end.

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



Permit for the Construction and Operation of a Disposal System

Sanitary Sewer Collection System	Hermantown Collection System (AI6512)
Wastewater treatment plant	WLSSD WWTP
Project title	Okerstrom Road and Utility Improvements
Project proposer	City of Hermantown
Design engineer	Northland Consulting Engineers
Sanitary Sewer Extension Permit number	82671
Issuance date	May 31, 2023

The state of Minnesota, on behalf of its citizens through the Minnesota Pollution Control Agency (MPCA), authorizes the Permittee to construct and operate a sanitary sewer disposal system at the facilities named above in accordance with the requirements of this permit.

The goal of this permit is to protect water quality in accordance with the U.S. Clean Water Act, Minnesota statutes and rules, and federal laws and regulations.

This permit is effective on the issuance date identified above.

Questions on this permit? For questions specific to this project contact the MPCA compliance staff assigned to the wastewater treatment facility. Facility specific staff assignments can be found at <https://www.pca.state.mn.us/business-with-us/wastewater-compliance-and-enforcement-staff>

Project description

Project component	Number of components	Unit type	Design flow per unit (gallons per day)	Total flow (gallons per day)
Homes	32	homes	260	8,320

Special conditions

- No Special Conditions

General conditions

The following General Conditions are applicable for all projects that require a Sanitary Sewer Extension Permit issued by the Minnesota Pollution Control Agency (MPCA). These General Conditions, as well as any Special Conditions listed above, must be followed.

1. This permit authorizes the Permittee to perform the activities described herein under the conditions set forth. In issuing this permit, the State/MPCA assumes no responsibility for any damage to permits, property or the environment caused by the activities of the Permittee in the conduct of its actions, including those activities authorized, directed or undertaken pursuant to this permit. To the extent the State/MPCA may have any liability

for the activities of its employees that liability is explicitly limited to that provided in the Torts Claims Act, Minn. Stat. § 3.736.

2. In addition to this permit, the Permittee may be required to obtain a National Pollutant Discharge Elimination System (NPDES) Permit to discharge stormwater associated with construction activity. Construction activity includes clearing, grading, and excavation. Additional information can be found at <https://www.pca.state.mn.us/business-with-us/construction-stormwater>.
3. If an effluent will result from the project, the Contractor shall submit to the MPCA plans, for approval, to provide for the following:
 - a. Water from dewatering operations including effluents from construction activities shall only be discharged when the effluent complies with the applicable water quality and effluent standards. Dewatering shall be performed using well points when feasible and practical. All other dewatering shall be performed so as not to result in increased turbidity in the receiving water. This may require the use of desilting ponds to reduce suspended solids. When the MPCA requires, permits must be obtained.
 - b. A Disposal System Permit shall be obtained by the Contractor from the MPCA prior to any hydraulic dredging, tunneling, or other activity including an effluent which may contain potential pollutants.
4. This permit shall not release the Permittee from any liability or obligation imposed by Minnesota or Federal statutes or local ordinances and shall remain in force subject to all conditions and limitations now or hereafter imposed by law. The permit shall be permissive only and shall not be construed as stopping or limiting any claims against the Permittee for damage or injury to persons or property, or any waters of the State resulting from any acts, operations or omissions of the Permittee, its agents, contractors or assigns for damages to State property, or for any violation of the terms or conditions of this permit.
5. No major alterations or additions to the disposal system shall be made without the written consent of the MPCA.
6. The use of the disposal system shall be limited to the treatment and/or disposal of the sewage, industrial waste, other wastes or substances described in the plans and/or permit application and associated material filed with the MPCA. The MPCA may modify, suspend, or revoke in whole or in part, this permit by taking direct enforcement action, for any just cause including failure: (a) to comply with the terms stated herein; or (b) to comply with MPCA water quality regulations and standards presently in force. Nothing herein shall prohibit the MPCA from exercising its emergency powers.
7. The Permittee acknowledges that nothing contained herein shall prevent the future adoption by the MPCA or its predecessors of any pollution control regulations, standards, orders or statutes more stringent than those now in existence or prevent the enforcement and application of such regulations, standards, orders or statutes to the Permittee.
8. The MPCA, its officers, employees and agency review and comment upon engineering reports and construction plans and specifications solely for the limited purpose of determining whether such report, plans and specifications will enable the facilities to reasonably comply with the regulations and criteria of the MPCA.
9. This permit has not been reviewed by the U.S. Environmental Protection Agency and is not issued pursuant to Section 402 of the Federal Water Pollution Control Act Amendments of 1972.
10. The review of plans and specifications and permit applications is made in accordance with Minn. Stat. § 115.07. Approval of plans and permits is based upon the assumption that the information provided by the applicant is correct and that all necessary legal requirements have been or will be satisfied.

Permit applications are examined with regard to the design features that apply to the operation and maintenance of, the degree of treatment to be provided, the effectiveness and reliability of the system, and compliance of the existing treatment and disposal system. The basis for design review is the most current editions of the following:

- Recommended Standards for Wastewater Facilities, Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers.

- Standard Utility Specifications, City Engineers Association of Minnesota.
 - Standard Specifications for Construction, Minnesota Department of Transportation.
 - Other accepted engineering references for sewer design and construction.
11. Permit applications are recommended for approval on the basis that the system is to collect only domestic sewage and such industrial or other waste as may have been provided for in the design. Sump pumps, foundation drains, or footing drains to collect groundwater and roof drains or other surface water conduits should not be connected to the sanitary sewer system.
 12. Adequate field supervision and inspection by a qualified representative of the owner should be provided at all times during construction to assure that the project is constructed in compliance with the approved plans and specifications.
 13. The MPCA assumes no responsibility for the integrity of structures or physical features, or for the reliability, durability or efficiency of specific items of propriety equipment or material. All applicable federal, state and local laws, regulations or ordinances must be followed in the design, location and construction of proposed sewer systems or treatment works. The MPCA reserves the right to withdraw its approval of this permit if construction is not undertaken within a reasonable period after issuance.
 14. The Permittee shall comply with all rules, regulations, and requirements of the Minnesota Environmental Quality Board prior to construction of the proposed project. This permit is not effective until the Permittee completes all applicable environmental review (Environmental Assessment Worksheet or Environmental Impact Statement) which may be required for the project.



Protecting, Maintaining and Improving the Health of All Minnesotans

Division of Environmental Health
PLAN REVIEW APPROVAL

RECEIVED
JUN - 1 2023

Plans and specifications on watermain: Okerstrom Road and Utility Improvements, Hermantown, St. Louis County, Plan No. 230558, PWSID 1690043

OWNERSHIP: Hermantown City Council, c/o Jackie Dolenstz, Clerk, Hermantown City Hall, 5105 Maple Grove Road, Hermantown, Minnesota 55811-3605

SUBMITTER(S): City of Hermantown, c/o Mr. John Mulder, 5205 Maple Grove Road, Hermantown, Minnesota 55811

Date Received: May 9, 2023

Date Reviewed: May 19, 2023

APPROVAL: Based on the information provided to the Minnesota Department of Health (MDH) for review, this project is approved, contingent upon the project meeting all of the requirements listed below. Construction must be according to the plans and specifications provided to MDH.

LIMITED SCOPE: This review is limited to the project design's effect on the safety and sanitary quality of the drinking water and assumes the data on which the design is based are correct. Examination is based on MDH rules and applicable standards. This report applies to this project only, and not to any additional parts of the water system. The project designer is responsible for the project's features and equipment effectiveness.

ALTERATIONS: MDH must approve any changes that deviate from the approved plans before any changes are made. Otherwise, the construction will be considered installed without proper approval.

INSPECTIONS: It is the responsibility of the owner or owner's agent to arrange for any inspections that are listed in the requirements of this report. **The project owner must retain the plans at the project location.**

This project consists of the installation of 1,335 lineal feet of 8-inch HDPE DR11 watermain.

Requirement(s):

1. It is understood that the installation of the watermain will be in accordance with previously approved specifications for the city of Hermantown, Minnesota.

2. Verify that adequate freeze protection is provided, especially between watermain and storm sewers or catch basins. (10 States Standards 8.7.3)
3. When temporary watermains and water services are used, the following requirements must be met:
 - a. Piping used for temporary watermain shall meet the requirements of MDH. The temporary watermain shall be disinfected in accordance with AWWA Standard C651, with the exception that a minimum chlorine residual of 50 ppm shall be used. The watermain and service lines must be tested for bacteriological quality prior to use in accordance with AWWA Standard C651.
 - b. The temporary water service piping shall be approved by the local administrative authority. MDH requires that the temporary water service line meet the National Sanitation Foundation (NSF) Standard 61. Otherwise, the service line material must meet the requirements of the Plumbing Code, Minnesota Rules, chapter 4714, and must be approved by the manufacturer for above ground use. The temporary water service lines must be disinfected in accordance with either AWWA Standard C651 (with the exception listed above) or the Minnesota Plumbing Code, Minnesota Rules, part 4714.609.9. The watermain and service lines must be tested for bacteriological quality prior to use in accordance with AWWA Standard C651.
4. If lead service lines (LSL) are encountered during the watermain replacement project, it is strongly recommended that the service line be replaced as part of the project from the watermain to the meter at the earliest convenience. These service line locations must be documented and the property owner and residents must be notified:
 - a. Of the presence of the LSL and who is responsible for the costs of replacement.
 - b. That construction, including full or partial-replacement of LSL, may cause a temporary release of lead in drinking water.
 - c. That there is no safe level of lead.
 - d. Of the associated health effects of exposure and provided information on how to reduce the risk of exposure to lead in drinking water.

More information about lead in drinking water can be found at:

- <https://www.lslr-collaborative.org/>
- <https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html>

Okerstrom Road and Utility Improvements
PWSID 1690043
Watermain
Plan No. 230558
Page 3
May 24, 2023

The approval is valid for two years from the date of this letter. If project construction has not begun within the two-year period, plans and specifications must be resubmitted to MDH for approval before any construction takes place. While the project has been contingently approved, changed conditions or additional information may result in additional requirements.

If you have any questions regarding information contained in this report, please contact me at 651-201-5309 or jack.smude@state.mn.us.

Approved:



Jack Smude
Public Health Engineer
Section of Drinking Water Protection
P.O. Box 64975
St. Paul, Minnesota 55164-0975



David Weum, P.E.
Public Health Engineer
Section of Drinking Water Protection
P.O. Box 64975
St. Paul, Minnesota 55164-0975

DW:JS:jh

cc: Mr. John Mulder, City of Hermantown



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

23-96

WLSSD

Western Lake Superior Sanitary District

RECEIVED

MAY 30 2023

May 23, 2023

Mr. Corey Mathisen
Minnesota Pollution Control Agency
520 Lafayette Road
St. Paul, MN 55155

Re: Sanitary Sewer Extension – Okerstrom Road and Utility Improvements (City of Hermantown)

Dear Mr. Mathisen:

The Western Lake Superior Sanitary District Board approved the above sewer extension project for the above sanitary sewer extension at its May 22, 2023 Board Meeting.

Enclosed are the completed MPCA and WLSSD forms and a set of project plans. Also enclosed is a check from Northland Consulting Engineers, LLP in the amount of \$310.00 to cover processing fees.

Should you or your staff have any questions regarding the project, please contact the project engineers or Dan Belden, Senior Planner, at WLSSD at (218) 740-4774.

Sincerely,

Marianne Bohren
Executive Director

Enclosure

cc: David Bolf, City Engineer
John Mulder, City Administrator



Protecting, maintaining and improving the health of all Minnesotans

May 5, 2023

Hermantown City Council
c/o Jackie Dolenstz, Clerk
Hermantown City Hall
5105 Maple Grove Road
Hermantown, Minnesota 55811-3605

Dear Council Members:

SUBJECT: Sanitary Survey Report for Hermantown Public Water System (PWS), St. Louis County, PWSID 1690043

Enclosed is a copy of the sanitary survey report summarizing an on-site inspection of your Community Public Water System. This report includes a review of the system's water source, facilities, equipment, operation, maintenance, and monitoring compliance for the purpose of evaluating the adequacy of the facilities for producing and distributing safe drinking water. Technical and management information regarding the operation of the system may also be provided. Conducting sanitary surveys on a regular basis is an important element in preventing contamination of drinking water supplies and in maintaining compliance with the National Primary Drinking Water Standards.

Please take appropriate action to address any deficiencies or recommendations identified within this report. A deficiency may lead to a contamination of the water supply or failure of the system to be in compliance with the Safe Drinking Water Act. The enclosed report must be kept on file and made available for public review for not less than ten (10) years.

The Minnesota Department of Health (MDH) continues to monitor your PWS for contaminants identified by state and federal drinking water regulations. The results of such monitoring are not part of this report. They are sent to you under separate cover as they become available.

If you have questions concerning the information contained in the report, please contact me at 218/302-6178.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Luhrsen", with a long horizontal flourish extending to the right.

Michael Luhrsen, P.E.
Community Public Water Supply Unit
Environmental Health Division
11 East Superior Street, Suite 290
Duluth, Minnesota 55802-2007

ML

Enclosures

cc: Water Superintendent

19



**MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report**



System Name: Hermantown PWSID: 1690043 System Contact: John Mulder, City Administrator	Survey Date: 10/07/2022 Surveyor: Michael Luhrsen, P.E. PWS Type: Community
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Contact Information

<u>Name</u>	<u>Address</u>	<u>Phone/Email</u>
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Contact

John Mulder, City Administrator		Business Phone 1 218/729-3600 Business Phone 2 218/729-3601 Email jmulder@hermantownmn.com
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Owner/Responsible Party

Hermantown City Council	c/o Jackie Dolenstz, Clerk Hermantown City Hall 5105 Maple Grove Road Hermantown, MN 55811-3605	Business Phone 1 218/729-3600 Email Jackie@hermantownmn.com
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Financial

Hermantown City Council	c/o Jackie Dolenstz, Clerk Hermantown City Hall 5105 Maple Grove Road Hermantown, MN 55811-3605	Email Jackie@hermantownmn.com
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Sample Bottles/General Correspondence

Hermantown Water Superintendent	5105 Maple Grove Road Hermantown, MN 55811-3605	Business Phone 1 218/729-3640 Email dsharpe@hermantownmn.com
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Emergency Workday

Paul Senst		Business Fax 218/729-3620 Business Phone 1 218/729-3600 Cell Phone 218/391-0065 Email psenst@hermantownmn.com
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Emergency After-Hours

Paul Senst		Business Phone 1 218/729-5503 Cell Phone 218/391-0065 Email psenst@hermantownmn.com
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Consumer Confidence Report

John Mulder		Business Phone 1 218/729-3600 Email jmulder@hermantownmn.com
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Classification Information

Owner Type: Municipal	Population: 5055
System Class: D	Service Connections: 2338
Service Area Characteristics: Municipal	Class Points: 30

Certified Operators

<u>Name</u>	<u>Class</u>	<u>Expiration Date</u>	<u>Name</u>	<u>Class</u>	<u>Expiration Date</u>
Bjonskaas, Aron W.	D	07/31/2024	Durovec, Chris P.	D	07/31/2024
LaFave, Christopher L.	D	01/31/2025	Miller, Robert W.	D	10/31/2025



**MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report**



System Name: Hermantown	Survey Date: 10/07/2022
PWSID: 1690043	Surveyor: Michael Luhrsen, P.E.
System Contact: John Mulder, City Administrator	PWS Type: Community

Bacteriological Sample Site Plan

Distribution

<u>Sample Site ID</u>	<u>Sample Location</u>	<u>Status</u>	<u>Notes</u>
	Utilities Building	Active	
	Spur Station	Active	
	Kwik Trip 4978 Miller Trunk Hwy	Active	
	4289 Ugstad Road Essentia Wellness	Active	
	City Hall	Active	



**MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report**



System Name: Hermantown	Survey Date: 10/07/2022
PWSID: 1690043	Surveyor: Michael Luhrsen, P.E.
System Contact: John Mulder, City Administrator	PWS Type: Community

Contact Information

<u>Name</u>	<u>Address</u>	<u>Phone/Email</u>
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Contact

John Mulder, City Administrator		Business Phone 1 218/729-3600 Business Phone 2 218/729-3601 Email jmulder@hermantownmn.com
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Owner/Responsible Party

Hermantown City Council	c/o Jackie Dolenstz, Clerk Hermantown City Hall 5105 Maple Grove Road Hermantown, MN 55811-3605	Business Phone 1 218/729-3600 Email Jackie@hermantownmn.com
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Financial

Hermantown City Council	c/o Jackie Dolenstz, Clerk Hermantown City Hall 5105 Maple Grove Road Hermantown, MN 55811-3605	Email Jackie@hermantownmn.com
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Sample Bottles/General Correspondence

Hermantown Water Superintendent	5105 Maple Grove Road Hermantown, MN 55811-3605	Business Phone 1 218/729-3640 Email dsharpe@hermantownmn.com
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Emergency Workday

Paul Senst		Business Fax 218/729-3620 Business Phone 1 218/729-3600 Cell Phone 218/391-0065 Email psenst@hermantownmn.com
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Emergency After-Hours

Paul Senst		Business Phone 1 218/729-5503 Cell Phone 218/391-0065 Email psenst@hermantownmn.com
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Consumer Confidence Report

John Mulder		Business Phone 1 218/729-3600 Email jmulder@hermantownmn.com
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Classification Information

Owner Type: Municipal	Population: 5055
System Class: D	Service Connections: 2338
Service Area Characteristics: Municipal	Class Points: 30

Certified Operators

<u>Name</u>	<u>Class</u>	<u>Expiration Date</u>	<u>Name</u>	<u>Class</u>	<u>Expiration Date</u>
Bjonskaas, Aron W.	D	07/31/2024	Durovec, Chris P.	D	07/31/2024
LaFave, Christopher L.	D	01/31/2025	Mulder, Robert W.	D	10/31/2025



**MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report**



System Name: Hermantown PWSID: 1690043 System Contact: John Mulder, City Administrator	Survey Date: 10/07/2022 Surveyor: Michael Luhrsen, P.E. PWS Type: Community
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Bacteriological Sample Site Plan

Distribution

<u>Sample Site ID</u>	<u>Sample Location</u>	<u>Status</u>	<u>Notes</u>
	Utilities Building	Active	
	Spur Station	Active	
	Kwik Trip 4978 Miller Trunk Hwy	Active	
	4289 Ugstad Road Essentia Wellness	Active	
	City Hall	Active	



MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report



System Name: Hermantown PWSID: 1690043 System Contact: John Mulder, City Administrator	Survey Date: 10/07/2022 Surveyor: Michael Luhrsen, P.E. PWS Type: Community
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Requirements and Recommendations

Water Source

No deficiencies observed.

Pumps/Pump Facilities and Controls

No deficiencies observed.

Treatment

No treatment provided.

Water Storage

No deficiencies observed.

Distribution

It is recommended that dead ends in the distribution system be minimized by looping. If looping is not feasible, a fire hydrant, approved flushing hydrant or blow off for flushing purposes must be used at the dead ends to maintain water quality and/or chlorine residual. [Recommended Standards for Water Works 8.0]

All building services shall be installed in accordance with the Minnesota Plumbing Code, Minnesota Rules, Chapter 4715.

The minimum size of watermain, which provides for fire protection and serving fire hydrants, shall be six-inch diameter. Larger size mains will be required if necessary to allow the withdrawal of the required fire flow while maintaining the minimum residual pressure of 20 psi.

Monitoring/Reporting Data Verification

The following applicable records are required to be maintained by the water supply system:

- a. Coliform bacteria results - 5 years
 - b. Chlorine residual results - 5 years
 - c. Chemical results - 10 years
 - d. Sanitary survey reports - 10 years
 - e. All lead and copper materials - 12 years
 - f. Consumer confidence reports - 3 years
 - g. Public Notices - 3 years
 - h. Fluoride quarterly results and monthly reports - 1 year
- [Minn. Rules 4720.0350]



MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report



System Name: Hermantown PWSID: 1690043 System Contact: John Mulder, City Administrator	Survey Date: 10/07/2022 Surveyor: Michael Luhrsen, P.E. PWS Type: Community
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Bacteriological Results and Chlorine Residuals

<u>Date</u>	<u>Sampling Location</u>	<u>Chlorine Residual</u> <u>Free / Total</u>	<u>Coliform</u> <u>Bacteria</u>	<u>E.Coli</u>
10/07/2022	Utilities Building	/ 0.60	Absent	
10/07/2022	Services Center	/ 0.40	Absent	

Patricia (Trish) Crego
6000 Hwy 53
Saginaw, MN 55779

218.510.0122

trishstunnett@yahoo.com

June 8, 2023

John Mulder
City Administrator
5105 Maple Grove Road
Hermantown, MN 55811
jmulder@hermantownmn.com
(218) 729-3600

Dear Mr. Mulder,

I am contacting you at the suggestion of John Geissler. Recently he and I had a conversation about the position of Utility and Infrastructure Manager in the City of Hermantown. John proposed that my unique talents could be a good fit for the new city position. While I am a licensed landscape architect in Minnesota Wisconsin and North Dakota with nearly twenty years of experience, recently the firms I've worked for provided me with the experience to work with mostly civil engineering, including stormwater, utility design, site layout, grading, and erosion control. Some local projects I've worked on have been in the city of Hermantown including Jenny Farms, Lietchy Holms, and several properties in the Lightning Dr. industrial park. These projects have given me the opportunity to collaborate with the wonderful City of Hermantown staff including Eric Johnson, David Bolf, and Paul Senst. I would love the opportunity to help Hermantown proposer by implementing the Road Improvement Plan including the planning, construction, and the assessment process.

On a personal note, since moving up Hwy 53 for Duluth in 2016. I have been compelled to become more involved in the community. Therefore, I volunteered for community education at the school district, I teach part time at the beautiful EWC, I am a member of the Hermantown (Skyline) Rotary and the Hermantown Chamber of commerce. I even coach HYSA soccer. I have truly learned to love Hermantown and would be honored to serve its citizens.

The greatest benefit of being a landscape architect is making a difference in my community, including the people I work with. I was honored to be a member of the design teams for the Peyton Acres, Frandsen Bank, and Hermantown Uptown Development. Working for the City of Hermantown would give me the opportunity to further contribute to the greater community. I believe my experience level, personality, and passion for design would make a powerful addition to the City of Hermantown. At your convenience I would be thrilled for the opportunity to review my qualifications.

I sincerely thank you for your time and consideration,



Trish Crego, RLA, SWPPP

Patricia Crego (Trish)
RLA, SWPPP

Contact:

6000 Hwy 53
Saginaw, MN 55779

218-310-0122

trishstinnett@yahoo.com

<http://www.linkedin.com/pub/trish-stinnett/3/91/b78>

Objective: To obtain the position of Utility and Infrastructure Manager for the City of Hermantown, who plans and implements the City's overall right of way, utility, and infrastructure program.

Skills, Programs, & Disciplines:

- Pre-design and Planning
- Site design and Construction Documents
- Construction Management
- Auto Cadd 2014 and Revit 2012
- Autodesk Impressions
- Sketch Up and InDesign
- Esri and Arch GIS mapping
- Photoshop CS2 and Corel Draw 10
- Web developing with Dreamweaver
- Inventory with Wasp technologies
- Master planning
- Utilities and pipeline
- Commercial and Residential
- Civic and Institutional
- Heath care and Assisted Living
- Fluent with Microsoft and Apple systems/programs

Licenses and Certifications:

- Registered Landscape Architect , State of Minnesota 2010
State of Wisconsin 2021, and State of North Dakota 2012
- Stormwater Pollution Prevention Plan (SWPPP) certified 2010
- 2005 Duluth Police Department crime Prevention Through Environmental Design Certification

Honors:

- 2018-2022 Minnesota Governor's Residence Council
- 2012 Legendary Customer Service Award
- 2002 LHB Sustainable Thesis Design Award
- 2000 Masonry Design Competition
- Dean's list seven times and 4.0 three semesters

Experience:

Landscape Architect and Civil Designer	2020-Present
JPJ Engineering, Inc.	Duluth, MN

- Design and layout of site, landscape, and drainage plans
- Work Plans, budget and cost estimating
- Conceptual plans and construction documents
- Code analysis, permit applications

Education

B.A. Landscape Architecture	2002
North Dakota State University	Fargo, ND

- Emphasis in environmental design
- Minor in animal and range science

Experience Continued:

Landscape Architect 2016-2019
Miller Creek Landscape Services Duluth, MN

- Design and layout of site plans, master plans, and CD's
- Photoshop manipulation and rendering of site plans
- Construction details, planting and grading plans
- Preparing cost estimates, specifications

CADD Technician 2015-2016
Technical Design Services Duluth, MN

- Layout of the Enbridge L3R pipeline alignment sheets
- Access road and workspace layout

Landscape Architect and Civil Designer 2013-2015
Landform Professional Services Minneapolis, MN

- Design and layout of site, landscape, and drainage plans
- Conceptual plans and construction documents
- Code analysis, cost estimating

Landscape Architect and Manager 2011-2013
Stinnett Site Designs Minneapolis, MN

- Project acquisition, marketing, business administration
- Proposal and contract preparation
- Master planning and landscape conceptual design
- Code analysis, tree inventories, and cost estimating
- Design and layout of site plans and construction documents
- Construction and project management

Landscape Architect 2010-2011
DSGW Architects N. St Paul, MN

- Design and layout of site plans and construction documents
- Request for proposal, contracts and cost estimates preparation
- Construction details, planting and grading plans
- LEED design, SWPPP design
- Construction and project management

Landscape Designer 2004-2010
Architectural Resources Inc (ARI) Duluth, MN

- Design and layout of site plans, master plans, and CD's
- Photoshop manipulation and rendering of site and building plans
- Presentation power points and boards
- Construction details, planting and grading plans
- Preparing cost estimates, specifications, addendums, and ASI's

Intern landscape designer 2003-2004
DSGW architects Duluth, MN

- Design and layout of site plans and construction documents
- Rendering of plans and Photoshop manipulation of photos
- Presentation power points and boards
- Construction details, planting and grading plans
- Preparing cost estimates

TRISH CREGO



618.610.0120

trishstinnett@yahoo.com

http://www.linkedin.com/pub/

trish-stinnett/379176720

Hwy 53, Saginaw, MN

Skills

- Master planning
- Pre-design and Planning
- Site design and Construction Documents
- Construction Management
- Auto Cadd 2014 and Revit 2012
- Autodesk Impressions and Sketch Up
- Esri and Arch GIS mapping
- Adobe (Photoshop, Illustrator, Indesign) and Corel Draw 10
- Fluent with Microsoft and Apple systems/programs
- Inventory with Wasp technologies
- Project budget and cost analysis
- Streetscape design
- Neighborhood revitalization plans

Project Experience

- Larsmont Properties, Two Harbors 2004
- CIRISSD, Iron Range 2007
- West Duluth Master Plan, Duluth 2009
- Spirit Mountain Master Plan, Duluth 2008
- Aitkin County Growth, Aitkin 2009
- LCO-Housing Development, Hayward, WI
- Ore-be-Gone Development, Gilbert
- Damien Addition, Buhl 2020
- Boat House Bay, Silver Bay 2022
- The Harbors, Two Harbors 2021
- Groves of Hermantown, Hermantown 2022
- Peyton Acres, Hermantown 2022

Education/Licensure

- B.A. Landscape Architecture 2002
- North Dakota State University Fargo, ND
- Registered Landscape Architect , State of Minnesota 2010, State of North Dakota 2012, and Wisconsin 2021
- Stormwater Pollution Prevention Plan (SWPPP) certified 2010
- 2005 Duluth Police Department crime Prevention Through Environmental Design Certification

Extracurriculars

- Water Aerobics Instructor YMCA, Essentia Fitness Center, and Proctor Community Ed
- Duluth Yacht Club Race Team
- HYSA Volunteer Soccer Coach
- Broomball, bowling, DASL, fishing, hunting, hobby farming

Portfolio

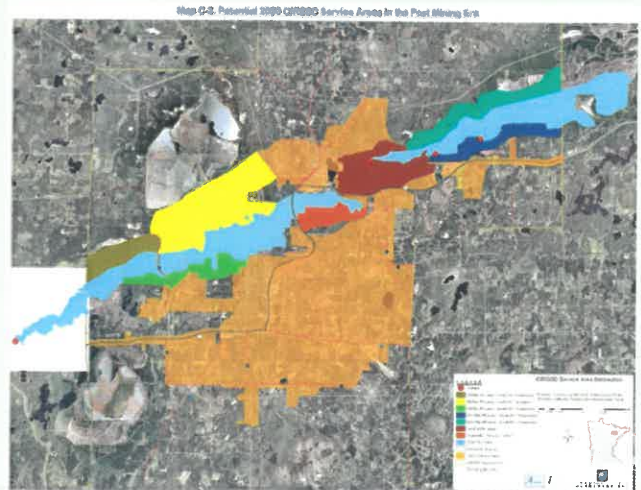


Larsmont on Lake Superior
Two Harbors, MN
Work Completed while at DSGW 2004

Larsmont is a low-density vacation home development on 40 acres of spectacular Lake Superior shoreline. This special site is located just south of Two Harbors and twenty minutes from Duluth. All homes have access to the cobble stone beach for kayaking, canoeing, swimming and nighttime bonfires. The exteriors present the look and feel of cottages, with simple lines and light colors reminiscent of a Norwegian fishing village. Front porches provide a point of contact for neighborly visits; patios and decks facing the lake ensure privacy.

CIRSSD Wastewater Service Area Delineation
Minnesota Iron Range
Work Completed with at Architectural Resources 2007

In 2007 the State of MN Public Facilities Authority Wastewater Infrastructure Fund provided funding to the Central Iron Range Sanitary Sewer District and tasked them with forecasting the growth of the developable lands surrounding Hibbing, Chisholm, Buhl, Kinney and other small communities. This was to predict the possible the post mining potential 2050 service area that would be created. Our team used GIS and other predictive modeling to provide the maps to show this potential service area. This mapping has made it possible for the IRRRB and other state funding entities to provide funding to these municipalities for the expansion of their infrastructure to accommodate the mining actives in the region.



Portfolio



LCO-Williams Construction Housing

Development

Hayward, WI

Work Completed with at Architectural Resources

Lac Courte Oreilles Band of Ojibwe is a thriving community with an ever-expanding need for family housing. The Four Corners neighborhood at the crossing of Round Lake School Road and Fromwell Road is the main intersection of the community as it is just north of the LCO College, Grindstone Creek College, LCO Secondary School, LCO Pow Wow grounds. In 2009 we were asked to develop a over 60 acre parcel of land into 34 lots. The development plan laid out 5,4,3, and 2 bedroom homes with lots at a minimum size of 1/3 acre. The preliminary development plan laid out roads, utilities, community opens pace, and pedestrian connections. This development was completed between 2010 and 2015 and has opened the doors for continued expansion around the Four Corners of the LCO community.

Aitkin County Growth Mississippi Flats

Aitkin, MN

Work Completed with at Architectural Resources 2009

Aitkin County Growth Development Group tasked us with developing a 15 acre parcel of land into 24 lots. The development plan laid out single family homes with lots at a minimum size of 1/3 acre. The preliminary development plan laid out roads, utilities, community opens pace, and pedestrian connections, while avoiding numerous wetlands and adhering to an airport overlay design standards.



Portfolio

Ore-be-Gone Development

Gilbert, MN

Completed with DSGW in 2004

Gilbert had a Master plan for the Ore-Be-Gone residential development and needed to enhance the plan with more landscape elements and other adjustments to provide more appeal to possible buyers. This plan involved two phases of design the first being the master plan graphic and the second detailed landscape overall development. The goal of the Master Plan Graphic included the OHV access road, provided a buffer between existing lots (those along Sherwood Forest) and the lots to the east, and demonstrate housing concepts found within the PUD. The goal of the Landscape Plan included establishing buffers between lots, utilized existing any vegetation, provided natural planting areas for more curb appeal, screen the OHV access road, while working with the PUD's guidelines for landscaping. The landscape plan will also embrace the existing site elements and provide pedestrian access to any local amenities such as the Lake Ore-be-Gone.



Grand Marais Recreation Area Master Plan

Grand Marais, MN

Work Completed with at Architectural Resources 2008



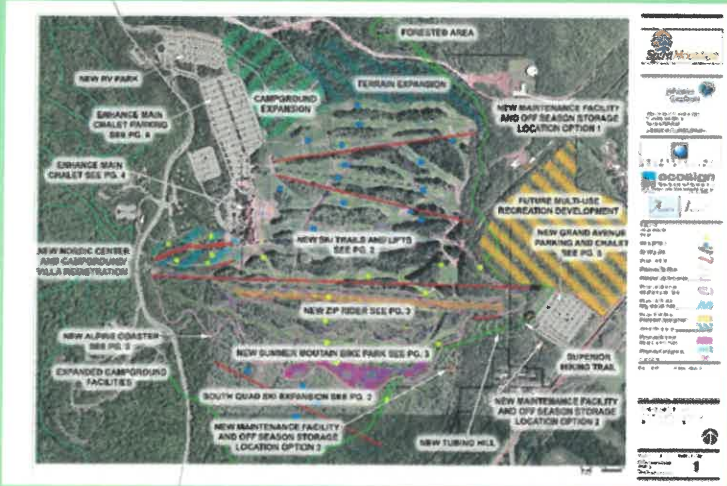
The goals of the project were to guide operations, maintenance and capital improvements, respect the natural environment and its needs, enhance the user experience while providing the sense of place, and provide a framework for physical improvements for the future. After an extensive planning process and hard work on all the parties involved the Grand Marais Park Board finalized a plan This design included public parkland, Lake Superior access, a 300 site RV park and campground, municipal marina, swimming pool and ball field area. The design achieved all of the goals set forth and provided a way to bring the surrounding uses together creating a jewel for the City of Grand Marais.

Portfolio

Spirit Mountain Recreation Area Master Plan Duluth, MN

Work Completed with at Architectural Resources 2008

The Spirit Mountain Master Plan was prepared for the Spirit Mountain Recreation Area Authority (SMRAA) in 2008 by a team of consultants consisting of Johnson Controls, Architectural Resources, Inc. and Ecosign Mountain Resort Planners, Ltd. The plan included a blueprint for updating and renovating the alpine ski facility and developing other four-season recreational amenities and activities to support regional tourism and generate more year-round use of the property. Since 2008, the following capital improvements have been completed, in accordance with the Spirit Mountain Recreation Area Master Plan. Spirit Mountain has successfully made the transformation from primarily a winter alpine ski facility to a four-season recreation amenity and regional tourist attraction. While alpine ski/snowboarding is still the largest source of revenue, in 2015/16, the summer and shoulder season revenues from the Adventure Park, Summer Activities, Banquets/Weddings and the Campground accounted for 34% of total revenues.



West Duluth Neighborhood Master Plan Duluth, MN

Work Completed with at Architectural Resources 2009

West Duluth Begins at the CN ore docks, and encompasses the neighborhoods of Denfeld, Oneota industrial district, Spirit Valley business center district, Ramsey, Irving, Fremont, Fairmont Park, and Norton Park. In the mid 1980's West Duluth community banded together, formed SVCNDA, initiated a series of programs and projects, and, in general, assumed control of the neighborhood's future. Among the outcomes of the emerging activity was the 1987 West Duluth plan, which set forth an agenda for neighborhood revitalization. The approach taken in preparing this plan was: establish neighborhood leadership, in this case, by SVCNDA. identify the foundation of existing plans and community efforts. Recognition of strong, ongoing neighborhood-based development efforts, tie Consistency with the City Comprehensive Plan and other neighborhood revitalization plans, particularly the one for Morgan Park that was being concurrently prepared, finally focus on practical implementation, A consultant team was retained for the technical aspects of the effort while SVCNDA assumed control of securing active public participation.



Portfolio

The Harbors Two Harbors, MN Work Completed with JPJ Engineering 2021

In 2020, LT4 development company bought of Mixed-use commercial property 23 acres of land Lake Superior shoreland property just outside of Two Harbors. The plan was to turn the area into a world class resort with over 45 stand-alone dome and treehouse style cabins, associated roadways, parking, utilities, stormwater, and landscaping tucked into the north shore vegetation. In order to complete this development JPJ assisted LT4 in obtaining the necessary permits and approvals from Lake County. One of the permits was to restore over 900 LF of Lake Superior high erosion shoreland. In order to complete this portion of the project the owner also obtained permits from the DNR, Army Corp of Engineers, and the MPCA. In addition, because the development met a certain threshold of structure adjacent to Lake Superior it triggered a completion of an EAW review which is still in process. However, the first phase of the process is under construction and slated to be in use in early 2023.



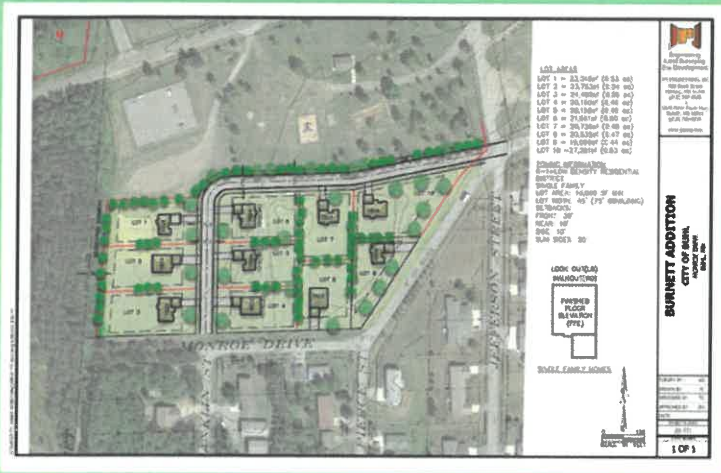
Boat House Bay Mixed Use Development Silver Bay, MN Work Completed with JPJ Engineering 2022

In 2021, Sawtooth 16 LLC purchase 4 acres of lakefront property along Lake Superior within the city limits of Silver Bay. Originally the developer was going to just turn that property into 18 residential lots. However, the lots were part of the City of Silver Bay's Business Park and they asked Sawtooth 16 to develop the adjacent properties between Highway 61 and Lake Superior. This encompasses over 26 acres 1/3 of which is wetlands. Our team assisted the developer of creating mixed use business park consisting of single-family homes, duplexes, quadplexes, commercial storage, community buildings, open space and neighborhood trails. This plan was fully developed with a new roadway system, connections to the public water and sanitary systems, as well as a fully site encompassed stormwater treatment system that protects Lake Superior and the local wetlands. The public portion of this project will be going to bids in the fall of 2022 for installation in 2023 and the private portions will follow suit in 2024.

Portfolio

Damien/Burnett Addition Development
 Buhl, MN
 Work Completed with JPJ Engineering 2022

JPJ Engineering is the City of Buhl's engineer and have been working diligently with them to update their city infrastructure, assist in obtaining IRRRB funds for community improvements, and assist in community growth. In 2014 JPJ assisted in the development of the Stubler Pit Development neighborhood north of Memorial Drive, and the lots were mostly sold by 2020. Thus, the city thought it would be wish to development more property for single family homes. JPJ assisted Buhl in laying out 10 single family homes with an associated roadway system, utility layout, and preliminary landscaping. This development would be placed in 5.5 acres of the existing Buhl Park, which would help to expand the Damien Addition to the south of the park.



Groves of Hermantown
 Hermantown, MN
 Work Completed with JPJ Engineering 2022

The City of Hermantown is a high sought-after place of residence in the northland due to the proximity to Duluth which has very little room for new construction in large lots. In addition, the school system is one of the more highly rated in the area. Therefore, development has been occurring at lighting speed. In 2019 James Patrick Development purchased over 16 acres of land with the intension of turning into single family lots, however because the land contained a very large wetland adjacent to Maple Grove Road there would need to be a long road and utility run to the access the buildable area. The developer then went with one multi-family condo style building with tuck under parking, thus the costs of the road and utilities would be spread out amongst more households. The owner also intended to buy the back half of the neighboring property to make more buildable area. In the spring of 2022, the Groves of Hermantown development was approved by the City of Hermantown but has yet move into construction document phase.



TO: Utility Commission Members
FROM: John Mulder, City Administrator



DATE: July 12, 2023 **Meeting Date:** 7/20/2023
SUBJECT: Water Availability Charge **Agenda Item:** 7a

REQUESTED ACTION

Approve a recommendation to the City Council establishing a Water Availability Charge

BACKGROUND

In 2022, the City Council adopted a new Sewer Availability Policy and charge following the completion of the Section 24 Sewer Trunk line. It is recommended that the City now adopt a water availability policy similar to the Sewer Availability policy.

Attached is marked version of the Sewer Availability Policy showing how the Water Availability Policy would look. The policy would look very similar to the sewer policy, and would reflect value of water to landowners.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

DRAFT Water Availability Charge

Handbook for the City of Hermantown		
X Policy – Resolution 2022-30		Procedure
Date Adopted 3/21/2022	Title: Water Sewer Availability Charges	Section: Public Works
Revision Dates:		Page: 1 of 3

Purpose: The purpose of this policy is to establish availability charges to the City Water Sewer. Availability charges are intended to provide revenue to the City to care for the overall Water sanitary sewer system by recognizing the value of the Water sewer to the affected property owner.

Definitions

~~**Trunk Sewer:** A major sewer line built by the City with the intent of opening up an area for sewer, but not intended for individual service connections that receive wastewater flows from collector sewers (mains). A trunk sewer carries wastewater via a direct connection to the Bayview metering station. The trunk sewer line is built by the City using a competitive bid process to provide sewer to an unsewered area funded by City Sales Tax Revenue.~~

~~——— **Trunk Sewer Spurs:** Sewer mains connected to a segment of a trunk line built by the City with the intention of serving as a sewer main in the future. Usually built at the same time as a segment of trunk line. Trunk sewer spurs are built by the City off of the trunk sewer to provide future sewer to an unsewered area.~~

Water Sewer Mains: Collector pipes built with the specific intent of allowing individual service lines to be connected to them. Water Sewer mains are typically built by developers to provide Water sewer to newly created lots and are meant to have individual service lines connected to it from the homes on those lots. A Water sewer main could also be built by the City through a competitive bid process in response to a petition from existing homeowners.

Service lines: Lines connecting a residence or business to a Water sewer main. The pipe is meant only to serve one building.

Connections to Trunk Sewer

- ~~1. **Individual residential connections** to the trunk sewer are discouraged. However, in certain circumstances they may be the best alternative as determined solely by the City. In those cases, the availability charge will be \$5,000 for single family, twin homes, or triplexes.~~
- ~~2. **Commercial or multifamily connections.** For commercial or multifamily housing units (greater than triplexes), the availability charge will be one half (1/2) of the WLSSD Capacity Allocation Fee (CAF).~~

Handbook for the City of Hermantown		
X Policy – Resolution 2022-30		Procedure
Date Adopted 3/21/2022	Title: <u>Water Sewer</u> -Availability Charges	Section: Public Works
Revision Dates:		Page: 2 of 3

Connections to Trunk Sewer Spurs

In cases where the City builds a trunk sewer spur off the trunk sewer, the City will calculate the availability charge using a formula based on the total project's costs and linear feet of the trunk sewer spur connected during that construction (total project costs / total linear feet = cost per foot). The cost per foot times the linear feet of the city-built trunk sewer spur will be the availability charge to connect to that trunk sewer spur.

Each time the City constructs a sewer main off the trunk sewer, it will calculate the availability charge for that sewer main. The City may charge the entire availability charge to the developer or may determine a prorated share if it is anticipated that several users will benefit from the trunk sewer spur. The City Council will set the availability charge for that trunk sewer spur by resolution based on Resolution 2013-06.

Connection of the system

The City Water sewer mains have generally been funded by either developers or assessments.

Developer Built: In the case where a developer has built a Water sewer-main and then turned it over to the City, the costs of those Water sewer mains were born by the developer and passed on to the individuals buying the platted lots as part of the purchase of the lots. Developers will not be charged an availability charge when they build a new Water sewer main or extend an existing Water sewer main for multiple lots provided they turnover ownership of the Water sewer-main upon completion and passed an inspection by the City Engineer. If the City incurred costs to provide a stub to the end of a right of way for a future Water sewer main, the developer will have to pay the costs of that stub.

The original lots in a platted subdivision will be not be assessed or charged an availability charge. However, if any lot is further subdivided, the new lot(s) will be charged an availability charge of \$5,000.

Assessed Properties: In cases, where the City builds a Water sewer-main through the assessment process, the City will establish availabilities at the time of the assessment hearing.

Future Connections: Every connection to the system will have an availability charge of \$5,000 except in the following conditions:

- a. Each original lot in a subdivision: Original lots created through the subdivision process will not have an availability charge.

Handbook for the City of Hermantown		
X Policy – Resolution 2022-30		Procedure
Date Adopted 3/21/2022	Title: <u>Water</u> Sewer Availability Charges	Section: Public Works
Revision Dates:		Page: 3 of 3

- b. Each assessed lot: In cases where a lot has been assessed for the cost of a Water sewer main but has not yet connected; the initial connection will have no charge.
- c. Lots with specific availabilities listed in the resolution at the time of creating the original assessment or availability.

DRAFT

260 Cable TV Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (50) Commit
456100							
456101	Cable						
	101 Full-Time Employees - Regular	488.03	2,032.12	4,445.00	4,445.00	2,412.88	46 %
	103 Part-Time Employees - Regular	550.00	3,300.00	6,815.00	6,815.00	3,515.00	48 %
	121 PERA Contributions -	38.46	160.15	333.00	333.00	172.85	48 %
	128 Social Security	65.15	333.23	698.00	698.00	364.77	48 %
	129 Medicare	15.27	78.02	163.00	163.00	84.98	48 %
	131 Health Insurance	63.04	513.29	966.00	966.00	452.71	53 %
	133 Life Insurance	0.66	3.78	8.00	8.00	4.22	47 %
	134 Disability Insurance	1.21	6.91	14.00	14.00	7.09	49 %
	136 MSRS	5.40	22.53	47.00	47.00	24.47	48 %
	151 Workers Compensation	0.00	8.50	17.00	17.00	8.50	50 %
	308 Legal Fees	0.00	1,261.35	500.00	500.00	-761.35	252 %
	331 Travel Expense	24.93	103.87	0.00	0.00	-103.87	%
	404 Equipment Maintenance	0.00	0.00	14,000.00	14,000.00	14,000.00	%
	Account Total:	1,252.15	7,823.75	28,006.00	28,006.00	20,182.25	28 %
	Account Group Total:	1,252.15	7,823.75	28,006.00	28,006.00	20,182.25	28 %
	Fund Total:	1,252.15	7,823.75	28,006.00	28,006.00	20,182.25	28 %

601 Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (50) Commit
494300	Water Distribution						
494300	Water Distribution						
101	Full-Time Employees - Regular	13,860.61	11,208.54	166,463.00	166,463.00	155,254.46	7 %
102	Full-Time Employees - Overtime	2,825.48	10,074.31	12,020.00	12,020.00	1,945.69	84 %
103	Part-Time Employees - Regular	151.29	151.29	0.00	0.00	-151.29	%
111	Severance Pay - Vacation/Sick	14,805.09	14,805.09	0.00	0.00	-14,805.09	%
121	PERA Contributions -	1,251.43	3,927.63	13,386.00	13,386.00	9,458.37	29 %
128	Social Security	1,056.10	3,182.10	11,066.00	11,066.00	7,883.90	29 %
129	Medicare	247.02	744.30	2,588.00	2,588.00	1,843.70	29 %
131	Health Insurance	2,737.15	24,446.90	78,100.00	78,100.00	53,653.10	31 %
133	Life Insurance	10.80	59.24	205.00	205.00	145.76	29 %
134	Disability Insurance	7.42	175.03	932.00	932.00	756.97	19 %
136	MSRS	45.00	187.51	390.00	390.00	202.49	48 %
151	Workers Compensation	0.00	3,690.50	7,381.00	7,381.00	3,690.50	50 %
212	Motor Fuels	730.82	3,127.79	4,500.00	4,500.00	1,372.21	70 %
216	Uniforms	0.00	208.49	500.00	500.00	291.51	42 %
219	Other Operating Equipment	10,920.00	11,920.00	15,500.00	15,500.00	3,580.00	77 %
221	General Supplies	1,340.90	3,077.56	5,500.00	5,500.00	2,422.44	56 %
228	Utility System Maint Supplies	7,578.51	13,292.33	34,000.00	34,000.00	20,707.67	39 %
314	Computer/Software Fees	0.00	0.00	3,750.00	3,750.00	3,750.00	%
315	School & Conference	113.90	25.34	2,500.00	2,500.00	2,474.66	1 %
319	Contracted Services	0.00	0.00	22,000.00	22,000.00	22,000.00	%
331	Travel Expense	0.00	876.36	750.00	750.00	-126.36	117 %
351	Legal Notices Publishing	0.00	0.00	250.00	250.00	250.00	%
361	General Liability Insurance	0.00	2,378.09	4,706.00	4,706.00	2,327.91	51 %
382	Water Purchases	85,037.09	371,482.97	960,000.00	960,000.00	588,517.03	39 %
404	Equipment Maintenance	0.00	855.14	4,000.00	4,000.00	3,144.86	21 %
406	Vehicle Maintenance	0.00	141.82	2,000.00	2,000.00	1,858.18	7 %
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	721.00	700.00	700.00	-21.00	103 %
470	Booster Pump Repairs	0.00	0.00	250.00	250.00	250.00	%
471	Water Line Repairs	3,193.72	13,492.24	40,000.00	40,000.00	26,507.76	34 %
472	Hydrant Repairs	22,175.15	22,175.15	15,000.00	15,000.00	-7,175.15	148 %
	Account Total:	168,087.48	516,426.72	1,416,437.00	1,416,437.00	900,010.28	36 %
	Account Group Total:	168,087.48	516,426.72	1,416,437.00	1,416,437.00	900,010.28	36 %
494400	Water Administration and General						
494400	Water Administration and General						
101	Full-Time Employees - Regular	8,920.79	16,510.23	90,273.00	90,273.00	73,762.77	18 %
102	Full-Time Employees - Overtime	35.87	205.39	565.00	565.00	359.61	36 %
121	PERA Contributions -	681.08	2,837.22	6,770.00	6,770.00	3,932.78	42 %
128	Social Security	541.85	2,234.27	5,597.00	5,597.00	3,362.73	40 %
129	Medicare	126.77	522.55	1,309.00	1,309.00	786.45	40 %
131	Health Insurance	1,841.64	15,313.74	30,935.00	30,935.00	15,621.26	50 %
133	Life Insurance	10.78	61.91	155.00	155.00	93.09	40 %
134	Disability Insurance	29.49	170.96	409.00	409.00	238.04	42 %
136	MSRS	63.03	262.56	702.00	702.00	439.44	37 %
151	Workers Compensation	0.00	67.00	134.00	134.00	67.00	50 %
201	Office Supplies	0.00	44.65	200.00	200.00	155.35	22 %
202	Printing Supplies	154.49	154.49	250.00	250.00	95.51	62 %

601 Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (50) Commit
221	General Supplies	382.49	382.49	0.00	0.00	-382.49	%
301	Audit/Account Services	510.30	6,115.80	6,750.00	6,750.00	634.20	91 %
303	Banking Fees	1,003.44	5,536.04	12,000.00	12,000.00	6,463.96	46 %
305	Engineer Fees	270.00	9,004.70	10,000.00	10,000.00	995.30	90 %
308	Legal Fees	-960.00	412.00	4,000.00	4,000.00	3,588.00	10 %
314	Computer/Software Fees	12.60	61.23	3,700.00	3,700.00	3,638.77	2 %
315	School & Conference	0.00	0.00	1,000.00	1,000.00	1,000.00	%
319	Contracted Services	546.16	2,810.98	10,000.00	10,000.00	7,189.02	28 %
321	Telephone	310.79	1,771.69	5,000.00	5,000.00	3,228.31	35 %
322	Internet	47.38	187.52	460.00	460.00	272.48	41 %
323	Gopher One Call Locates	0.00	336.99	1,100.00	1,100.00	763.01	31 %
325	Postage	0.00	80.90	450.00	450.00	369.10	18 %
331	Travel Expense	124.62	519.25	1,300.00	1,300.00	780.75	40 %
351	Legal Notices Publishing	0.00	1,691.25	1,800.00	1,800.00	108.75	94 %
361	General Liability Insurance	0.00	6,439.01	12,878.00	12,878.00	6,438.99	50 %
381	Electricity	869.62	5,374.86	8,500.00	8,500.00	3,125.14	63 %
383	Heating Gas	46.07	2,301.26	4,900.00	4,900.00	2,598.74	47 %
405	Computer Maintenance	0.00	14,972.37	22,595.00	22,595.00	7,622.63	66 %
420	Depreciation Expenses	0.00	0.00	236,000.00	236,000.00	236,000.00	%
451	Dues & Subscriptions	0.00	0.00	50.00	50.00	50.00	%
720	Transfer Out	0.00	0.00	102,988.00	102,988.00	102,988.00	%
	Account Total:	15,569.26	96,383.31	582,770.00	582,770.00	486,386.69	17 %
	Account Group Total:	15,569.26	96,383.31	582,770.00	582,770.00	486,386.69	17 %
495000	Transfer Out						
495000	Transfer Out						
720	Transfer Out	0.00	0.00	31,750.00	31,750.00	31,750.00	%
	Account Total:	0.00	0.00	31,750.00	31,750.00	31,750.00	%
	Account Group Total:	0.00	0.00	31,750.00	31,750.00	31,750.00	%
	Fund Total:	183,656.74	612,810.03	2,030,957.00	2,030,957.00	1,418,146.97	30 %

602 Sewer Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (50) Commit
432500	Sewer Improvements						
432500	Sewer Improvements						
	550 Street Improvements	0.00	0.00	165,000.00	165,000.00	165,000.00	%
	Account Total:	0.00	0.00	165,000.00	165,000.00	165,000.00	%
	Account Group Total:	0.00	0.00	165,000.00	165,000.00	165,000.00	%
494500	Sewer Maintenance						
494500	Sewer Maintenance						
	101 Full-Time Employees - Regular	11,968.73	14,750.45	123,086.00	123,086.00	108,335.55	12 %
	102 Full-Time Employees - Overtime	1,516.64	6,025.14	8,742.00	8,742.00	2,716.86	69 %
	103 Part-Time Employees - Regular	65.90	65.90	0.00	0.00	-65.90	%
	111 Severance Pay - Vacation/Sick	8,883.05	8,883.05	0.00	0.00	-8,883.05	%
	121 PERA Contributions -	1,011.40	3,274.19	9,887.00	9,887.00	6,612.81	33 %
	128 Social Security	839.55	2,636.92	8,173.00	8,173.00	5,536.08	32 %
	129 Medicare	196.33	616.61	1,911.00	1,911.00	1,294.39	32 %
	131 Health Insurance	2,866.20	19,581.48	57,371.00	57,371.00	37,789.52	34 %
	133 Life Insurance	11.14	55.26	154.00	154.00	98.74	36 %
	134 Disability Insurance	38.61	183.96	686.00	686.00	502.04	27 %
	136 MSRS	45.00	187.51	312.00	312.00	124.49	60 %
	151 Workers Compensation	0.00	2,758.00	5,516.00	5,516.00	2,758.00	50 %
	212 Motor Fuels	487.21	2,085.19	1,500.00	1,500.00	-585.19	139 %
	216 Uniforms	0.00	208.49	500.00	500.00	291.51	42 %
	219 Other Operating Equipment	10,920.00	11,920.00	15,000.00	15,000.00	3,080.00	79 %
	228 Utility System Maint Supplies	0.00	176.46	5,000.00	5,000.00	4,823.54	4 %
	229 Lift Station Maintenance	0.00	29.40	10,000.00	10,000.00	9,970.60	%
	314 Computer/Software Fees	0.00	0.00	5,650.00	5,650.00	5,650.00	%
	315 School & Conference	113.89	370.33	1,000.00	1,000.00	629.67	37 %
	317 Personnel Testing, Physicals,	0.00	0.00	450.00	450.00	450.00	%
	319 Contracted Services	710.00	5,400.00	20,000.00	20,000.00	14,600.00	27 %
	325 Postage	0.00	0.00	40.00	40.00	40.00	%
	331 Travel Expense	0.00	84.48	250.00	250.00	165.52	34 %
	361 General Liability Insurance	0.00	1,201.26	2,403.00	2,403.00	1,201.74	50 %
	385 Sewer Charges	46,175.00	294,924.00	669,000.00	669,000.00	374,076.00	44 %
	403 Road Maintenance	0.00	0.00	15,000.00	15,000.00	15,000.00	%
	404 Equipment Maintenance	0.00	3,384.14	5,500.00	5,500.00	2,115.86	62 %
	406 Vehicle Maintenance	0.00	0.00	2,500.00	2,500.00	2,500.00	%
	413 Equipment Rental	0.00	0.00	3,500.00	3,500.00	3,500.00	%
	451 Dues & Subscriptions	0.00	260.00	150.00	150.00	-110.00	173 %
	460 Permits & Licenses	0.00	0.00	250.00	250.00	250.00	%
	475 Sewerline Repairs	0.00	90.47	15,000.00	15,000.00	14,909.53	1 %
	476 Lift Station Repairs Sewer	8,117.51	8,157.86	12,500.00	12,500.00	4,342.14	65 %
	477 I & I Maintenance	0.00	0.00	15,000.00	15,000.00	15,000.00	%
	478 Sewer Cleaning	7,725.00	10,025.00	40,000.00	40,000.00	29,975.00	25 %
	495 Property Damage Reimb. by	1,200.00	1,200.00	0.00	0.00	-1,200.00	%
	590 Pumping Plant & Lift Stations	0.00	0.00	40,000.00	40,000.00	40,000.00	%
	Account Total:	102,891.16	398,535.55	1,096,031.00	1,096,031.00	697,495.45	36 %
	Account Group Total:	102,891.16	398,535.55	1,096,031.00	1,096,031.00	697,495.45	36 %

602 Sewer Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (50) Commit
494900	Sewer Administration and General						
494900	Sewer Administration and General						
101	Full-Time Employees - Regular	8,920.79	16,510.26	90,273.00	90,273.00	73,762.74	18 %
102	Full-Time Employees - Overtime	35.86	205.38	565.00	565.00	359.62	36 %
121	PERA Contributions -	681.08	2,837.22	6,770.00	6,770.00	3,932.78	42 %
128	Social Security	541.85	2,234.27	5,597.00	5,597.00	3,362.73	40 %
129	Medicare	126.77	522.55	1,309.00	1,309.00	786.45	40 %
131	Health Insurance	1,841.64	14,488.78	30,935.00	30,935.00	16,446.22	47 %
133	Life Insurance	10.78	61.91	155.00	155.00	93.09	40 %
134	Disability Insurance	29.49	170.96	409.00	409.00	238.04	42 %
136	MSRS	63.03	262.56	702.00	702.00	439.44	37 %
151	Workers Compensation	0.00	67.00	134.00	134.00	67.00	50 %
201	Office Supplies	0.00	44.65	200.00	200.00	155.35	22 %
202	Printing Supplies	154.48	154.48	300.00	300.00	145.52	51 %
301	Audit/Account Services	510.30	6,115.80	6,750.00	6,750.00	634.20	91 %
303	Banking Fees	1,003.43	5,536.02	12,000.00	12,000.00	6,463.98	46 %
305	Engineer Fees	270.00	270.00	2,500.00	2,500.00	2,230.00	11 %
308	Legal Fees	0.00	430.50	2,000.00	2,000.00	1,569.50	22 %
314	Computer/Software Fees	12.60	61.24	3,000.00	3,000.00	2,938.76	2 %
315	School & Conference	0.00	0.00	1,000.00	1,000.00	1,000.00	%
319	Contracted Services	546.17	2,810.98	10,000.00	10,000.00	7,189.02	28 %
321	Telephone	217.02	1,275.41	5,000.00	5,000.00	3,724.59	26 %
322	Internet	71.07	281.28	850.00	850.00	568.72	33 %
323	Gopher One Call Locates	0.00	224.66	900.00	900.00	675.34	25 %
325	Postage	0.00	45.60	450.00	450.00	404.40	10 %
331	Travel Expense	124.62	519.25	1,300.00	1,300.00	780.75	40 %
351	Legal Notices Publishing	0.00	0.00	300.00	300.00	300.00	%
361	General Liability Insurance	0.00	6,439.01	12,878.00	12,878.00	6,438.99	50 %
381	Electricity	889.41	4,895.16	8,500.00	8,500.00	3,604.84	58 %
383	Heating Gas	28.79	1,438.26	4,900.00	4,900.00	3,461.74	29 %
405	Computer Maintenance	0.00	12,648.37	22,595.00	22,595.00	9,946.63	56 %
420	Depreciation Expenses	0.00	0.00	525,000.00	525,000.00	525,000.00	%
720	Transfer Out	0.00	0.00	57,524.00	57,524.00	57,524.00	%
	Account Total:	16,079.18	80,551.56	814,796.00	814,796.00	734,244.44	10 %
	Account Group Total:	16,079.18	80,551.56	814,796.00	814,796.00	734,244.44	10 %
495000	Transfer Out						
495000	Transfer Out						
720	Transfer Out	0.00	0.00	31,750.00	31,750.00	31,750.00	%
	Account Total:	0.00	0.00	31,750.00	31,750.00	31,750.00	%
	Account Group Total:	0.00	0.00	31,750.00	31,750.00	31,750.00	%
	Fund Total:	118,970.34	479,087.11	2,107,577.00	2,107,577.00	1,628,489.89	23 %

603 Storm Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (50) Commit
441100	Storm Water						
441100	Storm Water						
101	Full-Time Employees - Regular	7,025.51	16,911.02	67,129.00	67,129.00	50,217.98	25 %
102	Full-Time Employees - Overtime	754.94	3,103.98	2,129.00	2,129.00	-974.98	146 %
111	Severance Pay - Vacation/Sick	5,922.03	5,922.03	0.00	0.00	-5,922.03	%
121	PERA Contributions -	586.67	3,053.07	5,173.00	5,173.00	2,119.93	59 %
128	Social Security	486.32	2,431.78	4,276.00	4,276.00	1,844.22	57 %
129	Medicare	113.77	568.65	1,000.00	1,000.00	431.35	57 %
131	Health Insurance	1,219.43	17,998.32	25,436.00	25,436.00	7,437.68	71 %
133	Life Insurance	7.29	55.28	103.00	103.00	47.72	54 %
134	Disability Insurance	19.38	183.96	335.00	335.00	151.04	55 %
136	MSRS	45.02	187.57	390.00	390.00	202.43	48 %
151	Workers Compensation	0.00	863.50	1,727.00	1,727.00	863.50	50 %
221	General Supplies	127.49	1,682.66	100.00	100.00	-1,582.66	*** %
301	Audit/Account Services	0.00	100.00	0.00	0.00	-100.00	%
305	Engineer Fees	16,294.25	24,898.25	20,000.00	20,000.00	-4,898.25	124 %
308	Legal Fees	0.00	583.75	1,500.00	1,500.00	916.25	39 %
310	Recording/Filing Fees	0.00	92.00	500.00	500.00	408.00	18 %
314	Computer/Software Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	%
319	Contracted Services	542.69	11,733.92	30,000.00	30,000.00	18,266.08	39 %
325	Postage	0.00	123.69	500.00	500.00	376.31	25 %
331	Travel Expense	41.55	173.12	300.00	300.00	126.88	58 %
351	Legal Notices Publishing	0.00	247.50	0.00	0.00	-247.50	%
403	Road Maintenance	2,852.50	17,705.00	11,000.00	11,000.00	-6,705.00	161 %
405	Computer Maintenance	0.00	1,861.50	0.00	0.00	-1,861.50	%
413	Equipment Rental	344.08	15,494.08	20,000.00	20,000.00	4,505.92	77 %
451	Dues & Subscriptions	0.00	820.00	2,000.00	2,000.00	1,180.00	41 %
530	Improvements Other Than Bldgs	76,890.00	76,890.00	279,000.00	279,000.00	202,110.00	28 %
550	Street Improvements	0.00	0.00	181,000.00	181,000.00	181,000.00	%
720	Transfer Out	0.00	0.00	21,000.00	21,000.00	21,000.00	%
	Account Total:	113,272.92	203,684.63	676,098.00	676,098.00	472,413.37	30 %
	Account Group Total:	113,272.92	203,684.63	676,098.00	676,098.00	472,413.37	30 %
	Fund Total:	113,272.92	203,684.63	676,098.00	676,098.00	472,413.37	30 %

605 Street Lighting & Traffic Signalization

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (50) Commit
431100	Street Department						
431160	Street Lighting						
	227 Street Lights & Signs	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	319 Contracted Services	0.00	560.17	0.00	0.00	-560.17	%
	381 Electricity	3,419.05	17,438.17	38,000.00	38,000.00	20,561.83	46 %
	Account Total:	3,419.05	17,998.34	43,000.00	43,000.00	25,001.66	42 %
	Account Group Total:	3,419.05	17,998.34	43,000.00	43,000.00	25,001.66	42 %
	Fund Total:	3,419.05	17,998.34	43,000.00	43,000.00	25,001.66	42 %
	Grand Total:	420,571.20	0.00	1,321,403.86	4,885,638.00	3,564,234.14	27 %

**Public Works
Utility Maintenance Report**

Meeting Date:	7/20/2023			
Reporting Period:	From:	5/1/2023	To:	4/30/2023

1. Water Utility

- a. Project Update
 - i. Peyton Acres
 - a. Start Phase C in 2023
 - i. Looking to start in Late May or Early June.
 - b. Planning for Phase 2 to start late '23 or Early '24
 - c. Work on Phase C completed and tested out.
 - b. Valve Replacement on Haines/Arrowhead intersection
 - i. Work to be 2023 Quoted work after March 9th Bids w/SLC
 - 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
 - b. Valve will be done by Northland Constructors
 - i. Work to be done mid to late June
 - ii. Work Completed
 - iii. Another valve adjacent to this one was repaired also.
 - iv. 2 others on Lower Haines were repaired and 1 remaining to be done week of 7/17
- c. Irrigation meter plan for 2023
 - i. Plan approved, will be publicized in May
 - ii. 5 will be available in 2023 again
 - 1. 4 of these meters are spoken for and 2 are installed
- d. Watermain Breaks
 - i. None in This timeframe
- e. 2nd Connection to Duluth Supply
 - i. Will be @ Haines/Anderson Road
 - ii. Will get pipe connection from Duluth into CoH ROW in 2023 and work on full connection in near future
 - iii. TO be done in conjunction w/SLC & Haines Road work
 - 1. Have Tapping T in hand
 - 2. Work will be done by KTM during Haines Road Reconstruction Probably Mid June
 - 3. WORK COMPLETED except for curb/gutter
- f. Bi-Annual Water Audit/Survey will be done 7/19-21

2. Sewer

- a. Project Update
 - i. Planning 2023 Sanitary sewer cleaning
 - 1. Lift Stations Early June for Spring Cleaning
 - a. Completed
 - 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
 - 2. Plans being finished will advertise for bid starting on 5/18/23
 - a. Plans Advertised and Opened
 - i. Veit Companies is Contractor
 - ii. Project to start 7/17
- c. Lift Stations-
 - i. Cleaned in Early June
- d. Sewer Plugs/Cleaning
 - i. All Sanitary mains in Sections 12& 13 cleaned in June

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
- b. LOTS OF Run off issues with Quick melt in mid-April.
 - i. Almost had a lift station overtaken
 - ii. 6-8 Roadway culverts ruined
 - iii. Roadway washouts on shoulders.
 - iv. Applying for State disaster funding along with SLC

4. Other Notes

- a. **Bob Miller Leaving PW Dept. May 16th**
 - i. Will need to replace this position soon.
 - ii. Position will Open week of 7/24 for applications

5. Looking Ahead to 2023

- a. Haines Road Sanitary sewer repairs
- b. I&I in lift stations being quantified and prioritized
- c. Lift Station upgrade for Data and programming issues
- d. Easement clearing/mowing televising of trunkline below Keene Creek Park- Sept. of '23

City of Hermantown - 2023 Water Loss Report

Haines Rd	Haines Rd	Hermantown				Water					Total	
Booster Station	Reading	Booster Station	Billed	Usage	Percent	Main	Truck	Temp	City	Total	Unaccounted	Percent
CFF x 7.48	Date	(Gallons)	(Gallons)	Diff	Difference	Breaks	Fill Station	Meter	Usage	Accounted	Gallons	Unaccounted
2158158	1/17/2023	16,143,022	12,961,290	3,181,732	19.7%	110,000	8,400		21,776	140,176	3,041,556	18.8%
2039130	2/16/2023	15,252,692	12,943,240	2,309,452	15.1%	370,000	10,300		18,460	398,760	1,910,692	12.5%
1798064	3/16/2023	13,449,519	12,046,963	1,402,556	10.4%	120,000	7,400		19,738	147,138	1,255,418	9.3%
2031991	4/18/2023	15,199,293	12,676,526	2,522,767	16.6%		10,100		18,596	28,696	2,494,071	16.4%
1668315	5/15/2023	12,478,996	13,025,344	(546,348)	-4.4%			28,000	25,177	53,177	(599,525)	-4.8%
2715042	6/15/2023	20,308,514	18,706,475	1,602,039	7.9%	400,000	177,600	18,769	17,228	613,597	988,442	4.9%
	7/14/2023			-						-	-	
	8/15/2023			-						-	-	
	9/15/2023			-						-	-	
	10/16/2023			-						-	-	
	11/15/2023			-						-	-	
	12/15/2023			-						-	-	
		92,832,036		10,472,198						1,381,544	9,090,654	9.8%
										Total Percent of Water from Booster Station Unaccounted For:		9.79%



Clear Answers for Clean Water™

Western Lake Superior Sanitary District

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

Account No.	8420
Invoice Date	06/30/2023

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

Invoice	Trans Date	Due Date	PO	Desc	Quantity	Unit Rate	Amount
063023HER1	06/30/2023	07/15/2023		WASTEWATER CHARGES			49,838.00
063023HER2	06/30/2023	07/15/2023		2022 ADJUSTMENT			-3,663.00

Current	1-30 Days	31-60 Days	Over 60 Days	Amount Due
46,175.00	0.00	0.00	0.00	46,175.00

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.

2023 FLOW AND LOADINGS
SUMMARY ONLY

Hermantown
(Haines Road Metering Station)

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

MONTH	TOTAL FLOW MG	AVG FLOW MGD	PEAK HR FLOW RATE MGD	TOTAL BOD LBS	AVG BOD LBS/DAY	TOTAL SS LBS	AVG SS LBS/DAY
JANUARY	10.2329	0.3301	0.5446	18,135	585	21,948	708
FEBRUARY	10.2411	0.3658	0.6349	18,284	653	18,116	647
MARCH	11.6081	0.3745	0.6189	20,367	657	17,918	578
APRIL	20.9113	0.6970	2.1099	18,840	628	21,330	711
MAY	13.8884	0.4480	0.7602	20,336	656	22,134	714
JUNE							
JULY							
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							
TOTAL or AVG	66.8818	0.4429		95,962	636	101,446	672

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: [Signature]

2023 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

	TOTAL	AVG	PEAK HR	TOTAL	AVG	TOTAL	AVG
MONTH	FLOW	FLOW	FLOW RATE	BOD	BOD	SS	SS
	MG	MGD	MGD	LBS	LBS/DAY	LBS	LBS/DAY
JANUARY	17.6506	0.5694	0.9120	30,508	984	34,321	1,107
FEBRUARY	17.3755	0.6206	1.1086	30,184	1,078	30,016	1,072
MARCH	19.3049	0.6228	0.9390	33,205	1,071	30,756	992
APRIL	33.7519	1.1250	2.6199	40,258	1,342	42,748	1,425
MAY	23.6642	0.7633	1.2499	36,642	1,182	38,440	1,240
JUNE							
JULY							
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							
TOTAL or AVG	111.7471	0.7400	Allocation	170,797	1,131	176,281	1,167
2023 BUDGET		0.6500	3.8000		1,150		1,100

Questions regarding Billing

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Director of Finance

Western Lake Superior Sanitary District

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Duluth, MN 55806

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2626 Courtland Street

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Fax: (218) 727-7471

Email: julie.macor@wlssd.com

Email: grant.brown@wlssd.com

Initialed By: JLM

Initialed By: GB

2023 FLOW AND LOADINGS

SUMMARY ONLY

Bayview Interceptor
(City of Hermantown)

BOD Biochemical Oxygen Demand

SS Suspended Solids

FLOW Million Gallons per Day

	TOTAL	AVG	PEAK HR	TOTAL	AVG	TOTAL	AVG
MONTH	FLOW	FLOW	FLOW RATE	BOD	BOD	SS	SS
	MG	MGD	MGD	LBS	LBS/DAY	LBS	LBS/DAY
JANUARY	7.4177	0.2393	0.4209	12,373	399	12,373	399
FEBRUARY	7.1344	0.2548	0.4881	11,900	425	11,900	425
MARCH	7.6968	0.2483	0.3974	12,838	414	12,838	414
APRIL	12.8406	0.4280	0.6406	21,418	714	21,418	714
MAY	9.7758	0.3153	0.5497	16,306	526	16,306	526
JUNE							
JULY							
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							
TOTAL or AVG	44.8653	0.2971		74,835	496	74,835	496

Questions regarding Billing

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should be directed to:

Cathy Remington

Director of Finance

Western Lake Superior Sanitary District

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Duluth, MN 55806

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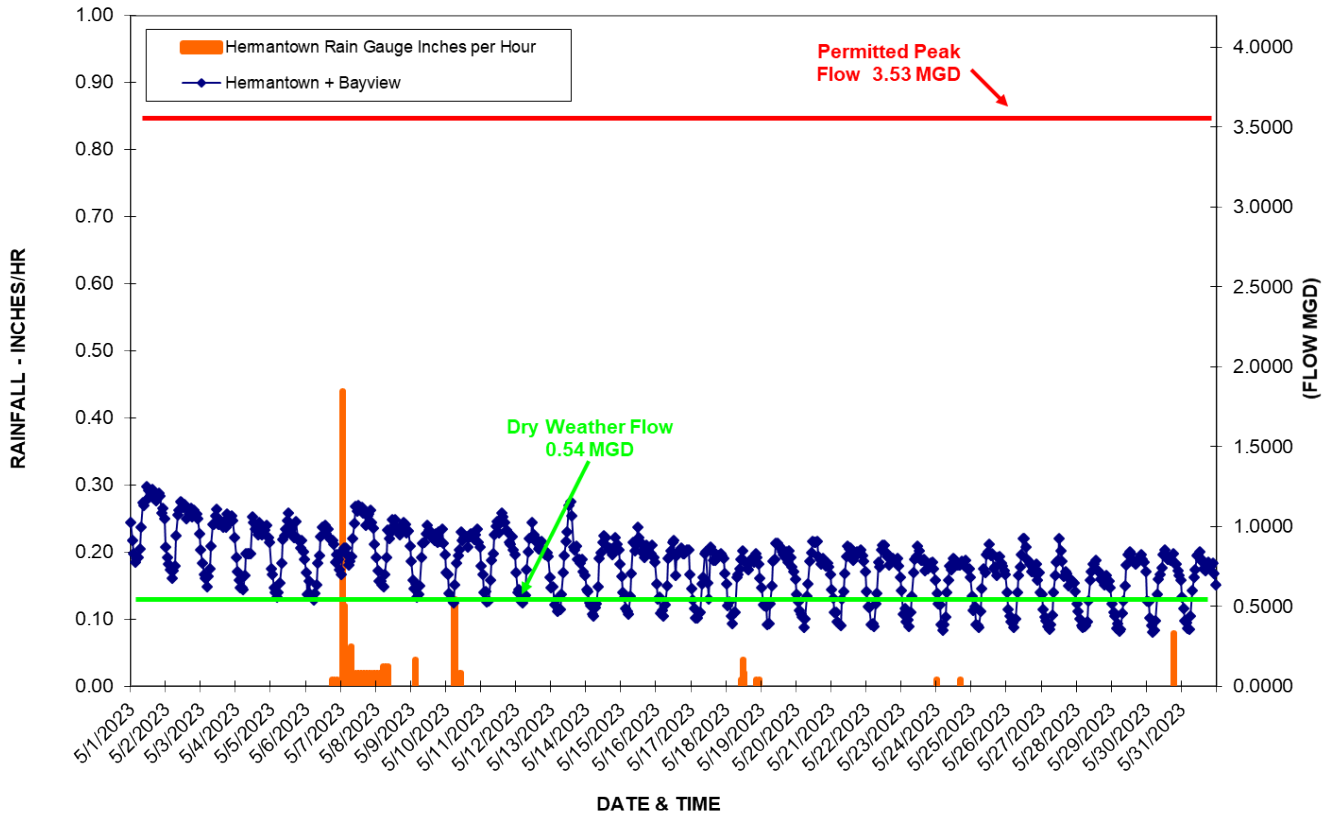
Email: julie.macor@wlssd.com

Email: grant.brown@wlssd.com

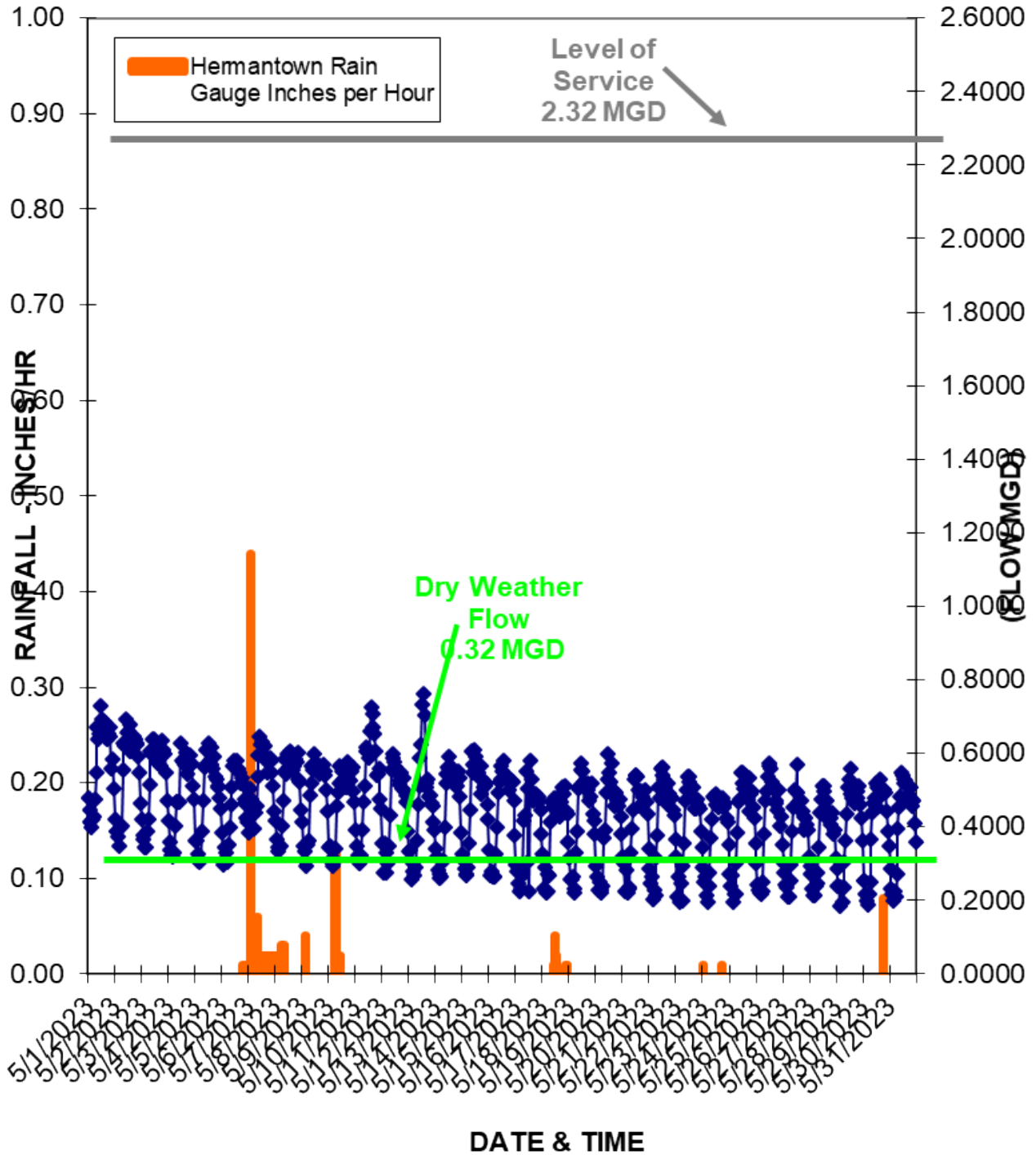
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Initialed By: GB

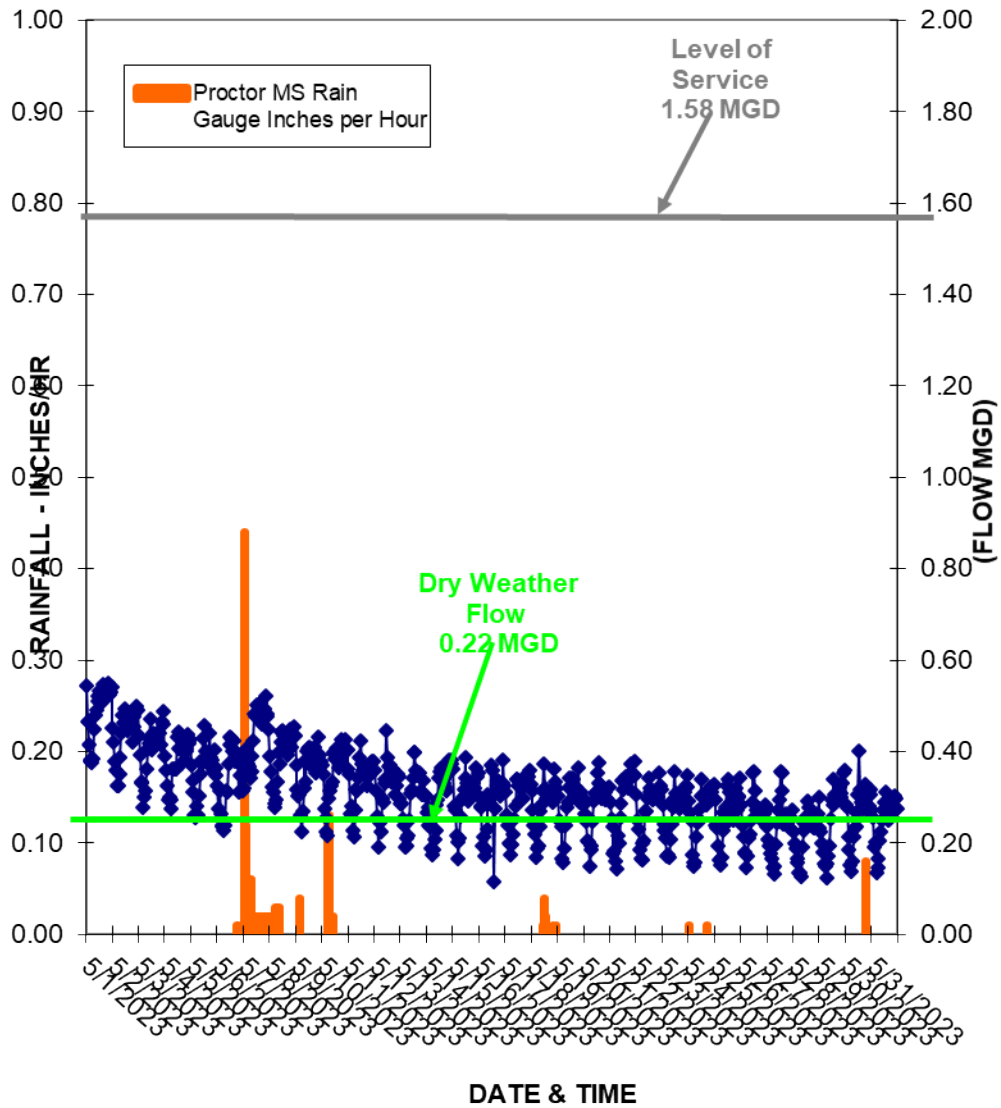
Hermantown Flow + Bayview May 2023



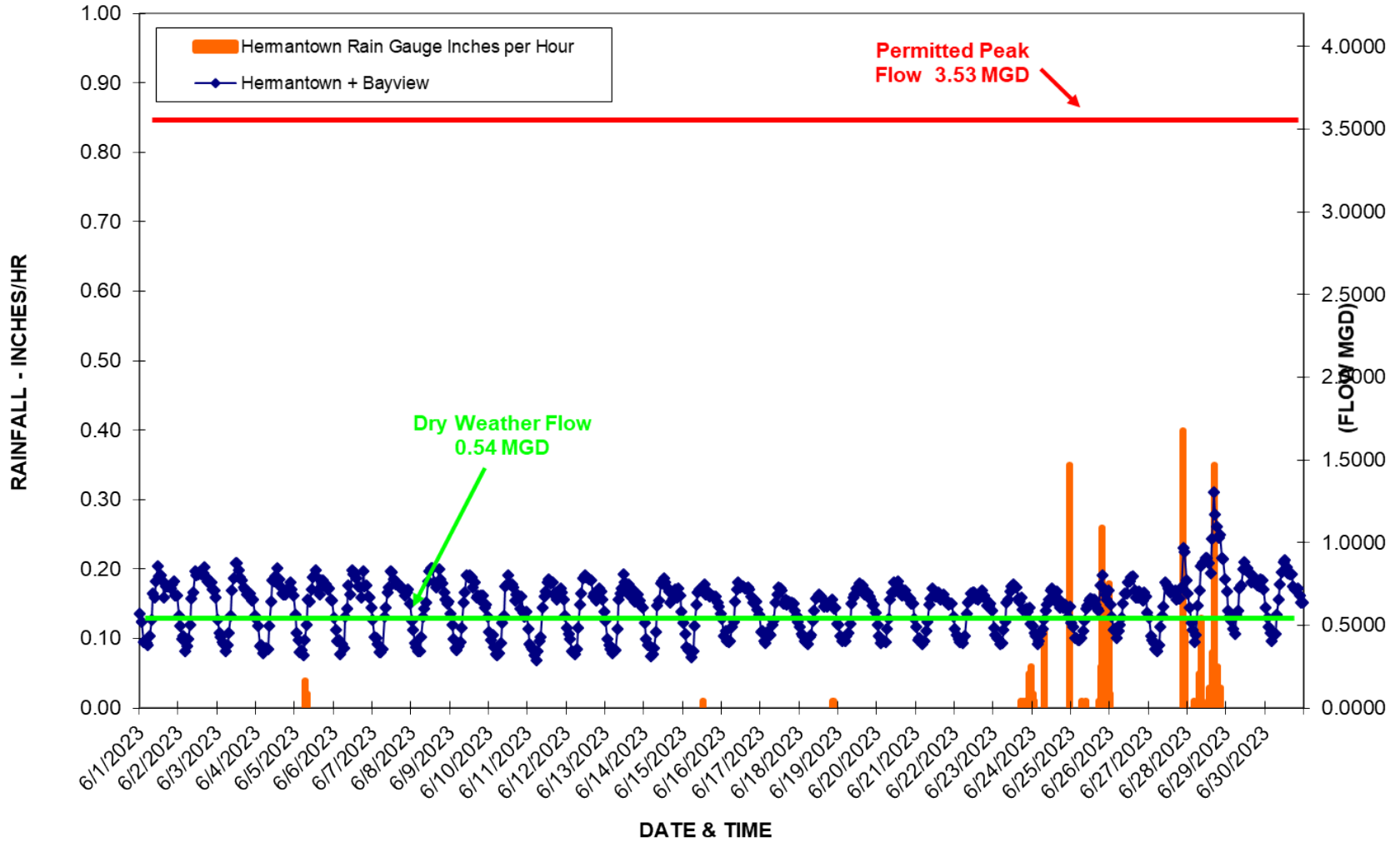
Hermantown Flow - Haines Road May 2023



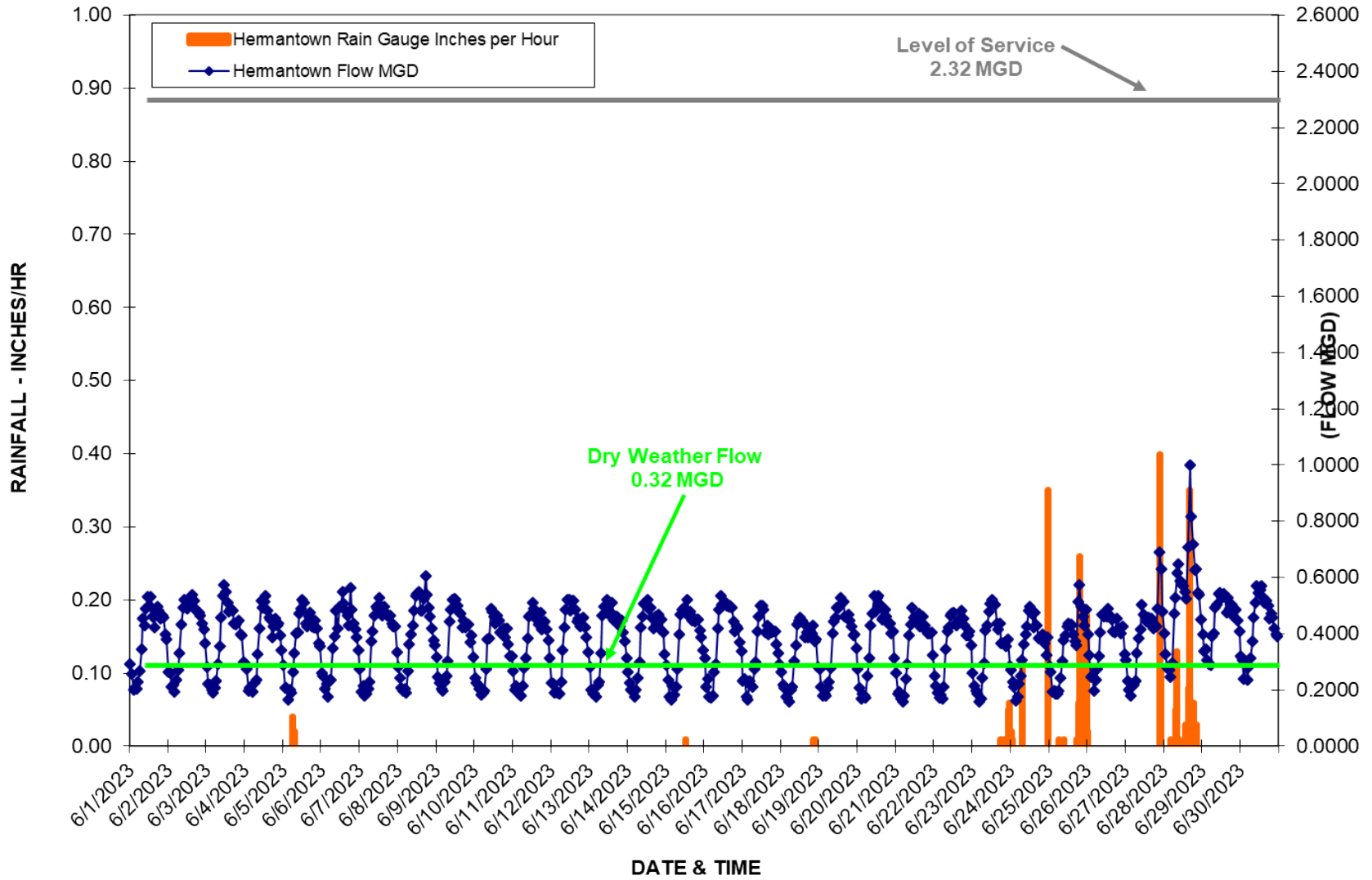
BAYVIEW METERING STATION May 2023



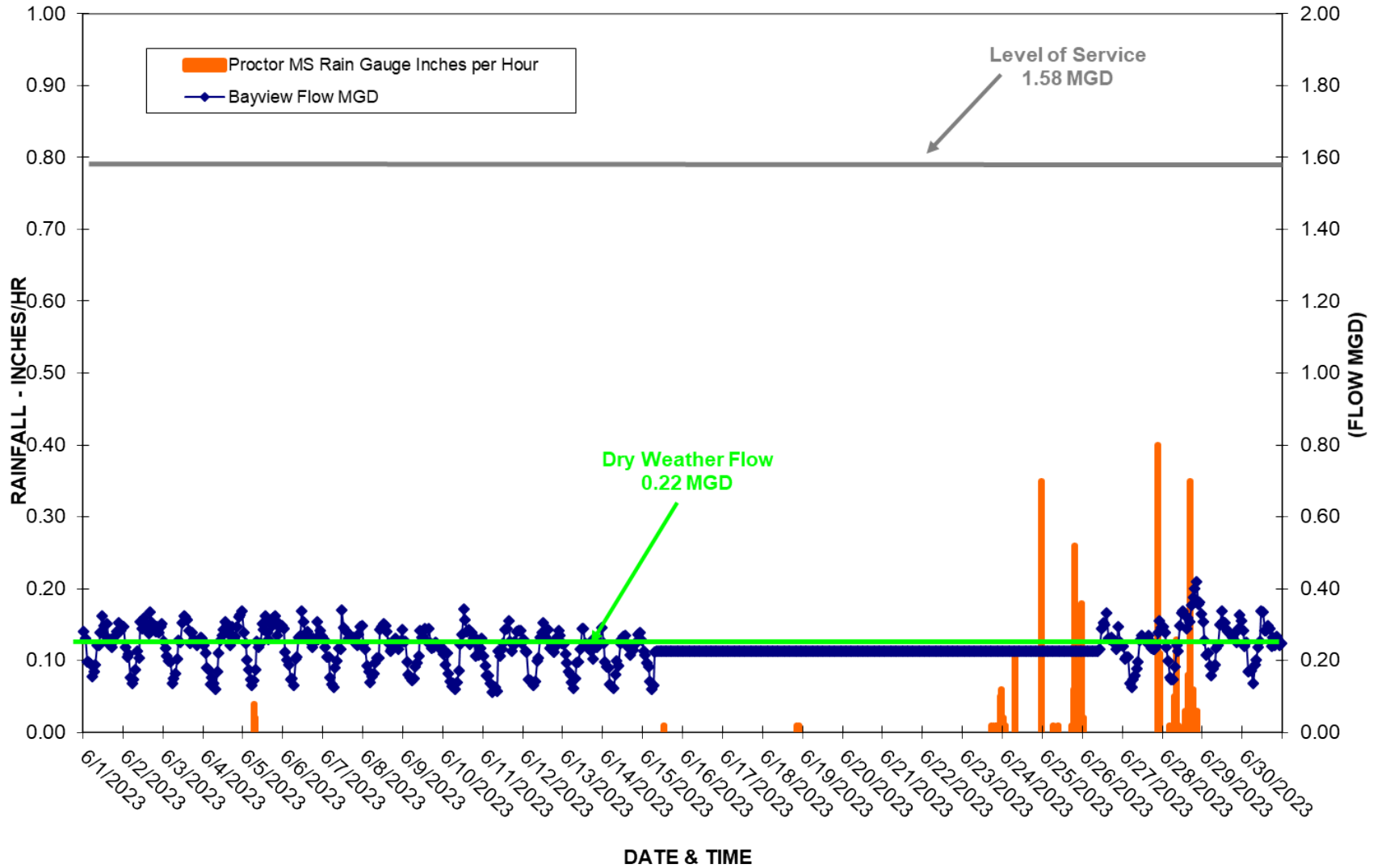
Hermantown Flow + Bayview June 2023



Hermantown Flow - Haines Road June 2023



BAYVIEW METERING STATION June 2023



Pending New Connections

Address	Owner
4059 Ugstad Rd	Clear Vision Builders
4061 Ugstad Rd	Clear Vision Builders
4427 Sugar Maple Dr	Dave & Andrea Engstrom
4375 Grouse Ridge Dr	Derek Grover
4974 Anderson Rd	Joe Jerulle
4432 Sugar Maple Dr	Robert & Marlene Greenly
4774 Morris Thomas Rd	Ronald & Cynthia Abernethy
4110 Lavaque Rd	Oppidan (Pillars of Htown)
4219 Timber Ridge Ln	Timber Ridge (Shop/Garage)
5179 W. Arrowhead Rd	Jay Zierden
5177 W. Arrowhead Rd	Jay Zierden
5229 Maple Grove Rd	Mark Gerard
4858 Hermantown Rd	Robert Doblal
5175 W. Arrowhead Rd	Jason Bramstedt
4891 Peyton Drive	Easy Housing
3738 Stebner Rd SFD	Soumis
3956 Woodduck Ln	Dave & Mary Larsen
4475 Sugar Maple Dr	Billman Construction
5278 Twin Pines St	Jesse Stokke / Darren Weets
5280 Twin Pines St	Jesse Stokke / Darren Weets
5123 Country Rd (Sewer)	Bob Haggerty
3645 Haines Rd (Sewer)	Home is for sale
4330 Thielke Circle	Titan Premier
4001 Getchell Rd	Billman Construction
4017 Getchell Rd	Legacy Custom Homes
4889 Peyton Dr	Easy Housing

Pending New Stormwater Accounts

Address	Owner
4651 Lavaque Bypass Rd	Aaron & Stacy Pohjola
5842 Morris Thomas Rd	Mark & Elizabeth Ames
5454 Maple Grove Rd	Benjamin Tessier

TO: Utility Commission Members



FROM: Lindsay Townsend, Utility Billing Clerk

DATE: 7/14/2023

Meeting Date: 07/20/2023

SUBJECT: Utility Billing Happenings

Agenda Item: 8f

- Utility Portal Update: 1570 accounts, 511 paperless, 479 autopay
- Past Due Accounts as of July 14: 252 accts (87 accounts last month)
 - 120 days – 0 accts (Previous month: 1)
 - 90 days – 11 acct (Previous month: 19)
 - 60 days – 63 accts (Previous month: 0)
 - 30 days – 178 accts (Previous month: 67)

- June Water Usage was much higher than normal, it was very dry outside.

2023	Usage Billed (Gallons)
January	12,961,290
February	13,943,240
March	12,046,963
April	12,676,526
May	13,025,344
June	18,706,475

2022	Usage Billed (Gallons)
January	13,496,080
February	13,849,020
March	12,361,290
April	13,230,700
May	13,890,460
June	15,330,320

- Total Stormwater Only Semi Annual Accounts is 817. 241 accounts have not paid.

**UTILITY COMMISSION
CURRENT MEMBERS**

<u>NAME</u>	<u>DATE APPOINTED</u>	<u>TERMS EXPIRE</u>
JIM SAMBERG 3789 JOHNSON RD	06/02/02	12/31/22 – 12/31/25
ROB MCLACHLAN 3891 LAVAQUE RD	12/01/05	12/31/20 – 12/31/23
WILLIAM BERG 3602 SOLWAY RD	01/01/14	12/31/21 – 12/31/24
DOUG KERFELD 4088 MISTY MORNING DR	09/19/16	12/31/21 – 12/31/24
HOWARD JACOBSON 3685 PATRIOT LN	10/19/20	01/01/21 – 12/31/23