

CITY OF HERMANTOWN

Utility Commission

Thursday, March 12, 2026

5:30 PM Central

MEETING CONDUCTED IN PERSON

CITY STAFF: Trish Crego, Utility & Infrastructure Director; David Bolf, City Engineer; Paul Senst, Public Works Director; Joe Wicklund, Assistant City Administrator

VISITORS: 6

1. ROLL CALL

Bill Berg:	Present
Councilor Andy Hjelle:	Present
Doug Kerfeld:	Present
Robert McLachlan:	Present
James Sweeney	Present
Barry Simonson	Present

2. MINUTES

Approval or Correction

A. 01/15/2026 Meeting Minutes

Motion to approve January 15th, 2026 meeting minutes. This motion, made by Bill Berg and seconded by James Sweeney, Carried.

Bill Berg:	Yea
Councilor Andy Hjelle:	Yea
Doug Kerfeld:	Yea
Robert McLachlan:	Yea
James Sweeney:	Yea
Barry Simonson	Yea
Yea: 6, Nay: 0	

3. PUBLIC COMMENT

This is the time for individuals to address the Commission about any item not on the agenda. The time limit is three minutes per person. Speakers who wish to comment at this time or later on agenda items should be signed up prior to the start of the meeting. A sign-up sheet is available in the lobby prior to the meeting for verbal remarks. As always, written comments may be submitted to the City Clerk before the end of the meeting.

A. Jan Holt – 5050 W Arrowhead Rd.: Requesting some forgiveness on her water bill for having a running toilet. – *additional information from Utility Billing Clerk will be provided at next meeting.*

B. Dale Anderson – 4843 Anderson Rd. : Requesting some forgiveness on his water bill. He had a pipe burst outside and water ran under his deck. - *additional information from Utility Billing Clerk will be provided at next meeting.*

C. Jill Somers – 4934 Greystone St. : Requesting some forgiveness on her water bill, unable to determine source of water usage. - *additional information from Utility Billing Clerk will be provided at next meeting.*

4. COMMUNICATIONS

A. WLSSD Discharge Monitoring Report – *placed on file.*

B. Utility Billing Update- *placed on file.*

C. MN Dept of Health - Sample Number 26A1203-01 Results – *placed on file.*

D. Email Communication — Jill Somers 4934 Greystone St. – *Jill presented during public comment. Looking for a credit on her water bill.*

E. 2025 WLSSD Wastewater Treatment Year-End Adjustment – *place on file.*

5. PRESENTATIONS

A. Capital Planning for Utilities - David Bolf, City Engineer – *The City Engineer, David Bolf, gave a presentation to the Utility Commission about the process of how utilities are installed and funded in the City of Hermantown. This explanation included the covering how the Utility Commission is involved in the process. The presentation also included examples of projects the have been built, projects that were not built, and the projects that are in the planning stages.*

6. OLD BUSINESS

7. NEW BUSINESS

8. REPORTS

- A. Budget to Actual Expenditure Report – *placed on file.*
- B. Public Works Director Report – *placed on file.*
- C. Utility & Infrastructure Director Report – *placed on file.*
- D. Water Loss Report – *placed on file.*
- E. WLSSD Monthly Flow - Rain Fall & Flow Report – *placed on file.*
- F. Comfort Systems Invoice – *placed on file.*
- G. New Connections Report – *placed on file.*

9. **COMMISSION MEMBERS REPORT**

- A. Barry Simonson – *Great to see what we do.*
- B. William Berg - *None*
- C. Robert McLachlan - *None*
- D. Doug Kerfeld - *None*
- E. James Sweeney - *None*
- F. Councilor Andy Hjelle - *None*

10. **RECESS**

Motion to adjourn at 8:01pm. This motion, made by Robert McLachlan and seconded by Barry Simonson, Carried.

Bill Berg:	Yea
Councilor Andy Hjelle:	Yea
Doug Kerfeld:	Yea
Robert McLachlan:	Yea
James Sweeney:	Yea
Barry Simonson	Yea

Yea: 6, Nay: 0