

CITY OF HERMANTOWN

Utility Commission

Thursday, July 9, 2026

5:30 PM Central

MEETING CONDUCTED IN PERSON

CITY STAFF: Trish Crego, Utility & Infrastructure Director; Paul Senst, Public Works Director

VISITORS: 2

1. ROLL CALL

Bill Berg:	Present
Councilor Andy Hjelle:	Present
Doug Kerfeld:	Present; left early
Robert McLachlan:	Absent
James Sweeney	Present
Barry Simonson	Present

2. MINUTES

Approval or Correction

A. 05/14/2026 Meeting Minutes

Motion to approve May 14th, 2026 meeting minutes. This motion, made by Bill Berg and seconded by Barry Simonson, Carried.

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

Yea: 5, 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 – *Spoke about credit amount approved by commission at the last meeting. Wanted the commission to consider additional credit. Commission decided to move Jan's request to new business to discuss at current meeting.*

4. **PRESENTATIONS - None**

5. **COMMUNICATIONS**

A. WLSSD- Resource Renew Discharge Monitoring Report – *placed on file.*

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

6. **OLD BUSINESS - None**

7. **NEW BUSINESS –**

A. Jan Holt – Additional Credit Request – Commission approved a credit in the amount of \$352.61 for high water usage at the last Utility Commission meeting because of a running toilet. Jan is requesting that the commission issue a credit on the sewer portion of the utility bill. Commission stated that precedence has been set that no discount on sewer portion of the utility bill when the water went down the sewer system. The City pays Resource Renew for sewer and Duluth for water, and those costs need to be recouped.

Motion to decline request for additional credit made by Barry Simonson seconded by James Sweeney, motion carried.

8. **REPORTS**

A. Budget to Actual Expenditure Report – *placed on file. Doug questioned why the computer maintenance line percentage is high.*

B. Public Works Director Report – *placed on file. Paul commented that the new goal to have all radios switched out is December 1st.*

C. Utility & Infrastructure Director Report – *placed on file.*

D. Water Loss Report – *placed on file. Bill commented about the .7% water loss this last billing cycle is great.*

- 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 MEMBER REPORTS**

- A. Barry Simonson – *None*
- B. William Berg - *None*
- C. Robert McLachlan - *Absent*
- D. Doug Kerfeld – *Left early, no report.*
- E. James Sweeney - *None*
- F. Councilor Andy Hjelle – *Mentioned the parade and fireworks on Friday for Summer Fest.*

10. **RECESS**

Motion to adjourn at 6:03pm. This motion, made by Bill Berg and seconded by James Sweeney, Carried.

Bill Berg:	Yea
Councilor Andy Hjelle:	Yea
Doug Kerfeld:	Yea
Robert McLachlan:	Absent
James Sweeney:	Yea
Barry Simonson	Yea
Yea: 5, Nay: 0	