

**CITY OF HERMANTOWN  
AGENDA**

**Utility Commission Meeting Thursday, September 18, 2025 at 5:30 pm  
Council Chambers, City Hall - Hermantown Governmental Services Building**

**1. ROLL CALL**

**2. MINUTES**

Approval or Correction

A. 07/17/2025 Meeting Minutes - (Meeting Canceled)

B. 05/15/2025 Meeting Minutes

**3. PUBLIC DISCUSSION**

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.

**4. COMMUNICATIONS**

A. WLSSD Discharge Monitoring Report

B. Utility Billing Update

C. Water Sample Results

D. MN Department of Health - Annual Fee Increase Notification

E. WLSSD 2026 Budget Schedule

**5. PRESENTATIONS**

**6. OLD BUSINESS**

**7. NEW BUSINESS**

**8. REPORTS**

A. Budget to Actual Expenditure Report

B. Public Works Director Report

C. Utility & Infrastructure Director Report

D. Water Loss Report

E. WLSSD Monthly Flow - Rain Fall & Flow Report

F. Comfort Systems Invoice

G. New Connections Report

9. **COMMISSION MEMBERS REPORT**

A. Jim Samberg -

B. William Berg -

C. Robert McLachlan -

D. Doug Kerfeld -

E. James Sweeney -

F. Councilor Andy Hjelle -

10. **RECESS**

(motion, roll call)

**CITY OF HERMANTOWN**

**UTILITY COMMISSION**

Thursday, May 15, 2025

5:30 PM Central

**MEETING CONDUCTED IN PERSON & VIA ZOOM**

**CITY STAFF:** Paul Senst, Public Works Director; John Mulder, City Administrator;  
Trish Crego, Utility & Infrastructure Director; David Bolf, City Engineer

**VISITORS:**

1. **ROLL CALL**

Bill Berg: Present  
Councilor Andy Hjelle: Present  
Doug Kerfeld: Present  
Robert McLachlan: Present  
Jim Samberg: Present  
James Sweeney Present

2. **MINUTES**

A. March 20th, 2025 Meeting Minutes

Motion to approve March 20th, 2025 meeting minutes. This motion, made by Robert McLachlan and seconded by Doug Kerfeld, Carried.

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

3. **PUBLIC DISCUSSION** - *None*

4. **COMMUNICATIONS**

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

B. Utility Billing Update – *Placed on file*

C. 2024 Consumer Confidence Report - Drinking Water Report – *As of May 6, 2025 the City will be doing our own testing.*

D. Water Infrastructure Surcharge - Duluth Communication - *Placed on file*

E. Hermantown Bill Insert - Duluth Water Infrastructure Fee Notification – *Placed on file*

5. **PRESENTATIONS**

A. Adolph Expansion Presentation - David Bolf, City Engineer – *David shared a map of proposed utilities to urban service area. Doug asked about funding for this project. It was said that sales tax and private funding would be the source. Timeline would be 2 to 3 years. There will not be assessments for connecting but there will be availability charges. The Rose Rd water tower would be enough to service about 20 – 30 homes per year for 20 years. Possible issues with Rocky Run Creek and boring under with utilities. The overall cost is about 100 million, hopefully mostly private funding. There will be a development agreement.*

6. **OLD BUSINESS**

7. **NEW BUSINESS**

A. Sewer Credit Request - 3750 Johnson Rd.

Motion to approve sewer credit in the amount of \$77.24. This motion, made by Bill Berg and seconded by Robert McLachlan, Carried.

Bill Berg: Yea

Councilor Andy Hjelle: Yea

Doug Kerfeld: Yea

Robert McLachlan: Yea

Jim Samberg: Yea

James Sweeney: Yea

Yea: 6, Nay: 0

8. **REPORTS**

A. Budget to Actual Expenditure Report – *Doug questioned what “Dues & Subscriptions are for. Trish to follow up.*

B. Public Works Director Report – *Jim asked the name of the survey company for water sampling Pace was chosen because it was \$12,000 less because of chlorine testing that the city will perform with new equipment that will be purchased. One backup in March at Roosevelt and Ugstad Rd. Sand was found in the line, there might be a sag in the line but they were unable to find it. Doug asked about E-1*

*overall performance and Paul said good. There is a repair shop in Proctor if needed. They usually keep 1 – 2 on hand.*

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

D. Water Loss Report – *Report placed on file*

E. WLSSD Monthly Flow - Rain Fall & Flow Report – *Report placed on file*

F. Comfort Systems Invoice – *Report placed on file*

G. New Connections Report – *Report placed on file*

9. **COMMISSION MEMBERS REPORT**

A. Jim Samberg – *Welcome to new commission member James Sweeney*

B. William Berg - *None*

C. Robert McLachlan – *We will have a zoom link available as needed – Yes*

D. Doug Kerfeld - *None*

E. James Sweeney - *None*

F. Councilor Andy Hjelle - *None*

10. **RECESS**

*(motion, roll call)*

Motion to adjourn at 6:41pm. This motion, made by Bill Berg and seconded by Robert McLachlan, Carried.

Bill Berg: Yea

Councilor Andy Hjelle: Yea

Doug Kerfeld: Yea

Robert McLachlan: Yea

Jim Samberg: Yea

James Sweeney: Yea

Yea: 6, Nay: 0

Minutes Prepared By:

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Utility Billing Clerk



August 13, 2025

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 July 2025 (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 July was 34.3 MGD.

The average influent cBOD5 concentration was 162 mg/L and the average effluent concentration was 4.3 mg/L. The cBOD5 removal efficiency for the month of July was 97 percent. The average influent and effluent suspended solids concentrations were 320 mg/L and 7.2 mg/L, respectively, providing a monthly suspended solids removal rate of 98 percent.

For the month of July, the effluent phosphorus calendar month average concentration was 0.6 mg/L and the average mass was 72.7 kg/d, compared to the respective calendar month average limits of 1.0 mg/L and 115 kg/d.

For the month of July, the effluent's average mercury concentration was 1.3 ng/L and the daily maximum was 1.5 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 July, the calendar month average mercury was 200 mg/d, and the daily maximum was 231 mg/d.

WLSSD reported one (1) release in the month of July 2025. The release was related to a wet weather event. Details of the release are provided in the attached release report.

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August 13, 2025

The submittal contains: Cover Letter, Sample Values Spreadsheet, DMR Calculated Values Spreadsheet, Release Report (1), Multimedia Filter Bypass Report.

Sincerely,

A handwritten signature in black ink that reads "Carrie Clement". The signature is written in a cursive, flowing style.

Carrie Clement  
Executive Director

CC/AP

Attachments

CC: Ms. Alieca Johnson  
Ms. Beth Elstad  
Ms. Jill Wartner  
Mr. Caleb Peterson  
Mr. Derek Wolf  
Mr. John Mulder

**TO:** Utility Commission Members

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



**DATE:** 09/11/2025

**Meeting Date:** 09/18/2025

**SUBJECT:** Utility Billing Update

**Agenda Item:** 4b

- Past Due Accounts as of September 11th:  
  
120 days – 2 accounts  
90 days – 20 accounts  
60 days – 41 accounts  
30 days – 0 accounts
- Currently have 1,563 accounts on the AMI system.
- August 2025 Billing Summary – 16,246,435 Gallons Billed

<u>Service</u>	<u>Total Amount</u>
WATER	179015.26
W-SERVICE CHARG	28147.63
WATER INFRA FEE	18013.06
STATE TAX	2852.00
HERM CITY TAX	618.56
DULUTH CITY TAX	3.99
SEWER	155542.14
S-SERVICE CHARG	8045.51
SEWER FRONT FT	51.26
STORMWATER	35895.75
COUNTY TAX	207.39
<b>Grand Totals:</b>	<b>428392.55</b>

- On September 30<sup>th</sup> delinquent account reports will be ran and “Pending Assessment” letters will be sent to delinquent accounts on October 1st. Example of the letter is attached.



UTILITY DEPARTMENT  
5105 Maple Grove Road, Hermantown, MN 55811  
Phone: (218) 729-3600 Email: utility@hermantownmn.com

October 1, 2025

Name

Address

City, St Zip

Service Address:	Resident Name:
Web ID:	Account #:
Parcel ID:	Delinquent Balance:
Current Charges:	Total Balance:

RE: **PENDING ASSESSMENT NOTICE**

Dear Customer:

The above-referenced "service address" has a delinquent balance of \$x.xx as of September 30, 2025. The delinquency balance may include charges for water use; sewer use, and stormwater charges and/or miscellaneous charges due to the Utility Department.

You are further advised that unless the total amount of such delinquency is paid by November 19, 2025, the City Council of the City of Hermantown may certify such amount including the administrative fee of \$100 to the St. Louis County Auditor on an assessment roll. Such amount will then be collected with your real estate taxes that are payable in 2026.

You are further advised that you may request a hearing be held before such charges are certified to the St. Louis County Auditor. Any request for a hearing must be made in writing and received by the City Clerk on or prior to November 19, 2025.

If a hearing is requested, it will be held on November 20, 2025 by the Hermantown Utility Commission at Hermantown City Hall, 5105 Maple Grove Road, Hermantown, MN 55811, at 5:30 p.m.

If you have any questions regarding this matter, please call the City of Hermantown Utility Department at (218) 729-3600.

Sincerely,

City Clerk

City of Hermantown

PWSID: 1690043 Program Code: HC Type: B  
System Name: Hermantown  
City: Hermantown

Date Received: 07/08/25 10:18 Collector Name: Jerrie Terhaar  
Rep. Temp. (°C): 7.3 Collector ID: None

**MDH Sample Number: 25G0504-01**

Location ID: 00033 Collect Date: 07/07/25 Field Residual Chlorine Result: None  
Sampling Point: 4900 Morris Thomas Road - Firehall 2 Collect Time: 09:13 Field Fluoride Result: None  
Matrix: Drinking Water Field pH Result: None  
Field PO4 Result: None

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

**Haloacetic Acids, ICR**

Analyte	Result	Reporting Limit	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Dibromoacetic Acid	<	1.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:07	MAG	EPA 552.3	
<b>Dichloroacetic Acid</b>	<b>8.5</b>	1.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:07	MAG	EPA 552.3	
Monobromoacetic Acid	<	1.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:07	MAG	EPA 552.3	
Monochloroacetic Acid	<	2.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:07	MAG	EPA 552.3	
<b>Trichloroacetic Acid</b>	<b>4.4</b>	1.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:07	MAG	EPA 552.3	
Surrogate: 2-Bromobutanoic Acid	86	70-130	%	B5G1401	07/17/25 09:44	07/20/25 23:07	MAG	EPA 552.3	

**THMs by GCMS**

Analyte	Result	Reporting Limit	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
<b>Bromodichloromethane</b>	<b>3.7</b>	0.5	ug/L	B5G1206	07/11/25 19:58	07/11/25 19:58	PEM	EPA 524.3	
Bromoform	<	0.5	ug/L	B5G1206	07/11/25 19:58	07/11/25 19:58	PEM	EPA 524.3	
Chlorodibromomethane	<	0.5	ug/L	B5G1206	07/11/25 19:58	07/11/25 19:58	PEM	EPA 524.3	
<b>Chloroform</b>	<b>16</b>	0.5	ug/L	B5G1206	07/11/25 19:58	07/11/25 19:58	PEM	EPA 524.3	
Surrogate: 1,2-Dichlorobenzene-d4	115	70-130	%	B5G1206	07/11/25 19:58	07/11/25 19:58	PEM	EPA 524.3	
Surrogate: 4-Bromofluorobenzene	97	70-130	%	B5G1206	07/11/25 19:58	07/11/25 19:58	PEM	EPA 524.3	
Surrogate: Methyl tertiary butyl ether-d3	105	70-130	%	B5G1206	07/11/25 19:58	07/11/25 19:58	PEM	EPA 524.3	

Authorized by:

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

PWSID: 1690043

**MDH Sample Number: 25G0504-02**

Location ID: 00034	Collect Date: 07/07/25	Field Residual Chlorine Result: None
Sampling Point: 4307 County Rd 381 - School Dist	Collect Time: 08:55	Field Fluoride Result: None
	Matrix: Drinking Water	Field pH Result: None
		Field PO <sub>4</sub> Result: None

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

**Haloacetic Acids, ICR**

Analyte	Result	Reporting Limit	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Dibromoacetic Acid	<	1.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:46	MAG	EPA 552.3	
<b>Dichloroacetic Acid</b>	<b>7.6</b>	1.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:46	MAG	EPA 552.3	
Monobromoacetic Acid	<	1.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:46	MAG	EPA 552.3	
Monochloroacetic Acid	<	2.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:46	MAG	EPA 552.3	
<b>Trichloroacetic Acid</b>	<b>4.5</b>	1.0	ug/L	B5G1401	07/17/25 09:44	07/20/25 23:46	MAG	EPA 552.3	
Surrogate: 2-Bromobutanoic Acid	96	70-130	%	B5G1401	07/17/25 09:44	07/20/25 23:46	MAG	EPA 552.3	

**THMs by GCMS**

Analyte	Result	Reporting Limit	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
<b>Bromodichloromethane</b>	<b>3.6</b>	0.5	ug/L	B5G1206	07/11/25 20:25	07/11/25 20:25	PEM	EPA 524.3	
Bromoform	<	0.5	ug/L	B5G1206	07/11/25 20:25	07/11/25 20:25	PEM	EPA 524.3	
Chlorodibromomethane	<	0.5	ug/L	B5G1206	07/11/25 20:25	07/11/25 20:25	PEM	EPA 524.3	
<b>Chloroform</b>	<b>16</b>	0.5	ug/L	B5G1206	07/11/25 20:25	07/11/25 20:25	PEM	EPA 524.3	
Surrogate: 1,2-Dichlorobenzene-d4	115	70-130	%	B5G1206	07/11/25 20:25	07/11/25 20:25	PEM	EPA 524.3	
Surrogate: 4-Bromofluorobenzene	95	70-130	%	B5G1206	07/11/25 20:25	07/11/25 20:25	PEM	EPA 524.3	
Surrogate: Methyl tertiary butyl ether-d3	106	70-130	%	B5G1206	07/11/25 20:25	07/11/25 20:25	PEM	EPA 524.3	

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

PWSID: 1690043

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

Batch B5G1401 - HAA Extraction

Blank (B5G1401-BLK1)

Prepared: 07/17/25 09:44 Analyzed: 07/20/25 19:09

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Dibromoacetic Acid	<	1.0	ug/L							MAG	
Dichloroacetic Acid	<	1.0	ug/L							MAG	
Monobromoacetic Acid	<	1.0	ug/L							MAG	
Monochloroacetic Acid	<	2.0	ug/L							MAG	
Trichloroacetic Acid	<	1.0	ug/L							MAG	
Surrogate: 2-Bromobutanoic Acid	85	70-130	%	10						MAG	

LCS (B5G1401-BS1)

Prepared: 07/17/25 09:44 Analyzed: 07/21/25 02:25

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Dibromoacetic Acid	9.6	1.0	ug/L	10		96	70-130			MAG	
Dichloroacetic Acid	9.4	1.0	ug/L	10		94	70-130			MAG	
Monobromoacetic Acid	8.4	1.0	ug/L	10		84	70-130			MAG	
Monochloroacetic Acid	19	2.0	ug/L	20		96	70-130			MAG	
Trichloroacetic Acid	9.1	1.0	ug/L	10		91	70-130			MAG	
Surrogate: 2-Bromobutanoic Acid	91	70-130	%	10						MAG	

LCS (B5G1401-BS2)

Prepared: 07/17/25 09:44 Analyzed: 07/21/25 09:02

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Dibromoacetic Acid	19	1.0	ug/L	20		95	70-130			MAG	
Dichloroacetic Acid	19	1.0	ug/L	20		96	70-130			MAG	
Monobromoacetic Acid	18	1.0	ug/L	20		90	70-130			MAG	
Monochloroacetic Acid	39	2.0	ug/L	40		98	70-130			MAG	
Trichloroacetic Acid	19	1.0	ug/L	20		96	70-130			MAG	
Surrogate: 2-Bromobutanoic Acid	91	70-130	%	10						MAG	

Matrix Spike (B5G1401-MS1)

Source: 25G0515-01

Prepared: 07/17/25 09:44 Analyzed: 07/20/25 20:28

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Dibromoacetic Acid	19	1.0	ug/L	20	<	94	70-130			MAG	
Dichloroacetic Acid	20	1.0	ug/L	20	<	95	70-130			MAG	
Monobromoacetic Acid	18	1.0	ug/L	20	<	88	70-130			MAG	
Monochloroacetic Acid	33	2.0	ug/L	40	<	83	70-130			MAG	

FINAL REPORT

Report ID: 08052025100342

Generated: 8/5/2025 10:03:40AM

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

PWSID: 1690043

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

**Batch B5G1401 - HAA Extraction**

Matrix Spike (B5G1401-MS1)		Source: 25G0515-01			Prepared: 07/17/25 09:44 Analyzed: 07/20/25 20:28						
Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Trichloroacetic Acid	20	1.0	ug/L	20	<	97	70-130			MAG	
Surrogate: 2-Bromobutanoic Acid	83	70-130	%	10						MAG	

Matrix Spike Dup (B5G1401-MSD1)		Source: 25G0515-01			Prepared: 07/17/25 09:44 Analyzed: 07/20/25 21:08						
Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Dibromoacetic Acid	19	1.0	ug/L	20	<	94	70-130	0.8	30	MAG	
Dichloroacetic Acid	20	1.0	ug/L	20	<	94	70-130	1	30	MAG	
Monobromoacetic Acid	18	1.0	ug/L	20	<	88	70-130	0.1	30	MAG	
Monochloroacetic Acid	34	2.0	ug/L	40	<	84	70-130	1	30	MAG	
Trichloroacetic Acid	19	1.0	ug/L	20	<	94	70-130	3	30	MAG	
Surrogate: 2-Bromobutanoic Acid	86	70-130	%	10						MAG	

Authorized by:

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

PWSID: 1690043

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**Batch B5G1206 - EPA 524 Prep**

**Blank (B5G1206-BLK1)**

Prepared: 07/11/25 10:27 Analyzed: 07/11/25 10:27

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Bromodichloromethane	<	0.5	ug/L							PEM	
Bromoform	<	0.5	ug/L							PEM	
Chlorodibromomethane	<	0.5	ug/L							PEM	
Chloroform	<	0.5	ug/L							PEM	
Surrogate: 1,2-Dichlorobenzene-d4	110	70-130	%	10						PEM	
Surrogate: 4-Bromofluorobenzene	96	70-130	%	10						PEM	
Surrogate: Methyl tertiary butyl ether-d3	103	70-130	%	10						PEM	

**LCS (B5G1206-BS1)**

Prepared: 07/11/25 16:48 Analyzed: 07/11/25 16:48

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Bromodichloromethane	4.9	0.5	ug/L	4		123	70-130			PEM	
Bromoform	4.7	0.5	ug/L	4		118	70-130			PEM	
Chlorodibromomethane	4.8	0.5	ug/L	4		119	70-130			PEM	
Chloroform	4.7	0.5	ug/L	4		118	70-130			PEM	
Surrogate: 1,2-Dichlorobenzene-d4	96	70-130	%	10						PEM	
Surrogate: 4-Bromofluorobenzene	91	70-130	%	10						PEM	
Surrogate: Methyl tertiary butyl ether-d3	101	70-130	%	10						PEM	

**Duplicate (B5G1206-DUP1)**

Source: 25G0498-01

Prepared: 07/11/25 16:20 Analyzed: 07/11/25 16:20

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Bromodichloromethane	2.8	0.5	ug/L		2.5			12	30	PEM	
Bromoform	1.6	0.5	ug/L		1.5			2	30	PEM	
Chlorodibromomethane	3.1	0.5	ug/L		3.0			4	30	PEM	
Chloroform	1.6	0.5	ug/L		1.6			3	30	PEM	
Surrogate: 1,2-Dichlorobenzene-d4	114	70-130	%	10						PEM	
Surrogate: 4-Bromofluorobenzene	94	70-130	%	10						PEM	
Surrogate: Methyl tertiary butyl ether-d3	106	70-130	%	10						PEM	

**Matrix Spike (B5G1206-MS1)**

Source: 25G0485-01

Prepared: 07/11/25 10:54 Analyzed: 07/11/25 10:54

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Bromodichloromethane	21	0.5	ug/L	6	14	115	70-130			PEM	
Bromoform	7.6	0.5	ug/L	6	<	119	70-130			PEM	

FINAL REPORT

Report ID: 08052025100342

Generated: 8/5/2025 10:03:40AM

Authorized by:

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

PWSID: 1690043

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Batch B5G1206 - EPA 524 Prep

Analyte	Source: 25G0485-01				Prepared: 07/11/25 10:54 Analyzed: 07/11/25 10:54						
	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Chlorodibromomethane	14	0.5	ug/L	6	6.0	132	70-130			PEM	M1
Chloroform	40	0.5	ug/L	6	36	72	70-130			PEM	
Surrogate: 1,2-Dichlorobenzene-d4	96	70-130	%	10						PEM	
Surrogate: 4-Bromofluorobenzene	92	70-130	%	10						PEM	
Surrogate: Methyl tertiary butyl ether-d3	98	70-130	%	10						PEM	

**Data Qualifiers and Definitions**

- F7 Submission does not meet Laboratory Sample Acceptance Policy. See comments or additional qualifiers.
- M1 Matrix spike and/or matrix spike duplicate recovery was high; the associated laboratory control sample and/or laboratory control sample duplicate recovery was acceptable.

**Work Order Comments**

Samples were received in proper condition.

Authorized by:

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



DATE: August 15, 2025  
TO: Community Water Supply Financial/Accounting Officials  
FROM: Chris Elvrum, Manager  
Drinking Water Protection Section  
Minnesota Department of Health  
SUBJECT: Service Connection Fee Increase

The 2025 Minnesota Legislature passed a law that amends Minnesota Statute 144.3831 to increase the safe drinking water service connection fee. Effective January 1, 2026, the fee will be \$15.22 per water service connection, per year. This is the annual service connection fee you have been charging your drinking water system customers and passing through to the Minnesota Department of Health (MDH) since the fee was established in 1993 under Minnesota Statute 144.3831 to help provide safe drinking water everywhere in Minnesota.

Revenue from this fee is used to fund activities of MDH's Drinking Water Protection program related to training and supporting public water systems, to help maintain compliance with the federal Safe Drinking Water Act (SDWA) and protect the health of all Minnesotans. Some of these activities include sanitary surveys, sample collection and analysis, compliance determination, source water protection, enforcement, and various technical assistance and training services.

This fee increase accounts for the significant inflation that has occurred since the last increase, as well as expectations for continued expansion of federal regulations, increased laboratory costs for testing, drinking water data system improvements, and numerous changes in the SDWA including new rules and enforcement requirements that have both occurred and are being phased in over the next few years.

The invoice you will receive from MDH for the January through March 2026 billing period will reflect the change in the fee. We are alerting you to this change now so you can account for the change in your annual budget planning, and to notify residents accordingly. MDH recognizes that \$15.22 is not divisible by 12 equal monthly payments or 4 equal quarterly payments. The Minnesota Legislature passed the fee amount, and it cannot be changed except by the Legislature. For utilities that bill monthly or quarterly, this may result in varying amounts on bills, and we apologize for any additional administrative work this may cause.

We appreciate your continued partnership in providing safe and sufficient drinking water for everyone, everywhere in Minnesota.

If you have any questions about the fee, please contact me.

Minnesota Department of Health  
Drinking Water Protection Section  
625 North Robert Street  
PO Box 64975  
St. Paul, MN 55164-0975  
651-201-4700  
health@state.mn.us  
www.health.state.mn.us

*To obtain this information in a different format, call: 651-201-4700. Printed on recycled paper.*



Western Lake Superior Sanitary District  
2626 Courtland Street, Duluth, MN 55806  
resourcerenew.com

RECEIVED

AUG - 4 2025

July 31, 2025

John Mulder, City Administrator  
City of Hermantown  
5105 Maple Grove Rd  
Hermantown MN 55811

**Re: WLSSD 2026 Budget Schedule and Notice of September 15, 2025, Capital Budget and Solid Waste Management Fee Public Hearings**

Dear John Mulder:

The District is developing its budget for the calendar year 2026. This process will involve development of a capital improvement plan and the preparation of operating budgets necessary to support the WLSSD solid waste programs and wastewater operations.

Enclosed is a copy of the 2026 budget preparation schedule that the WLSSD staff and Board will be following. The process involves input and review by the WLSSD Board and Committee of the Whole at several key points. You are invited to attend or send representatives to these meetings. The date and times of the meetings are included in the attachment. All meetings will be held in the WLSSD Board Room at our facility at 2626 Courtland Street, Duluth, MN 55806.

**This letter also serves as notice for the public hearings on the Wastewater Capital Budget and the Solid Waste Management Fee. The estimated cost of the Capital Budget Projects for 2026 is not to exceed \$20,000,000. The cost of the Capital Budget Projects will be allocated among local government units and industry based on usage of the WLSSD wastewater system. The public hearings will be held on September 15, 2025, beginning at 4 pm for the Capital Budget Review and 4:15 pm for the Solid Waste Management Fee. Both public hearings will be held in the WLSSD Board Room located at 2626 Courtland Street, Duluth.**

If you have any questions regarding the budgeting process, please feel free to contact me at 740-4788, or by e-mail at [cathy.remington@wlssd.com](mailto:cathy.remington@wlssd.com).

Sincerely,

Cathy A. Remington  
Director of Finance

## **2026 Budget Schedule**

**August 6 (Wednesday) - Finance Committee Meeting to review 2026 O&M budgets and assumptions and draft Wastewater and Solid Waste Capital budgets**

**August 20 (Wednesday) – Finance Committee Meeting to review the 2026 O&M and draft of Wastewater and Solid Waste Capital budgets**

**August 25 (Monday) – Committee of the Whole Meeting to review the 2026 O&M and draft Wastewater and Solid Waste Capital budgets**

**September 10 (Wednesday) – If needed, Finance Committee review of the O&M and Capital budgets**

**September 15 (Monday) - Public Hearing on Capital Budget (must be held before projects are authorized)**

**September 15 (Monday) – Public Hearing on Solid Waste Management Fee**

**September 24 (Wednesday) – Finance Committee review of the total District budget**

**September 29 (Monday) – Committee of the Whole review of the total District budget**

**September 29 (Monday) – Certification to County Auditors of the Solid Waste Management Fee**

**September 29 (Monday) – 2026 Budget Approved by WLSSD Board**

– Latest date for approval is Friday, October 31, 2025

260 Cable TV Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 67) Commit
456100							
456101	Cable						
101	Full-Time Employees - Regular	406.39	3,172.40	5,684.00	5,684.00	2,511.60	56 %
103	Part-Time Employees - Regular	550.00	3,850.00	6,815.00	6,815.00	2,965.00	56 %
121	PERA Contributions -	31.72	249.91	426.00	426.00	176.09	59 %
128	Social Security	59.48	439.36	775.00	775.00	335.64	57 %
129	Medicare	13.91	102.82	181.00	181.00	78.18	57 %
131	Health Insurance	70.49	676.52	1,022.00	1,022.00	345.48	66 %
133	Life Insurance	0.76	5.82	10.00	10.00	4.18	58 %
134	Disability Insurance	1.19	9.06	15.00	15.00	5.94	60 %
136	MSRS	4.79	39.10	78.00	78.00	38.90	50 %
151	Workers Compensation	8.00	14.68	19.00	19.00	4.32	77 %
209	Computer Equipment	0.00	4,169.00	0.00	0.00	-4,169.00	%
308	Legal Fees	0.00	214.00	500.00	500.00	286.00	43 %
319	Contracted Services	0.00	0.00	2,000.00	2,000.00	2,000.00	%
322	Internet	99.99	2,069.58	0.00	0.00	-2,069.58	%
331	Travel Expense	16.62	135.33	0.00	0.00	-135.33	%
404	Equipment Maintenance	0.00	2,726.13	12,000.00	12,000.00	9,273.87	23 %
451	Dues & Subscriptions	0.00	79.95	0.00	0.00	-79.95	%
	<b>Account Total:</b>	<b>1,263.34</b>	<b>17,953.66</b>	<b>29,525.00</b>	<b>29,525.00</b>	<b>11,571.34</b>	<b>61 %</b>
	<b>Account Group Total:</b>	<b>1,263.34</b>	<b>17,953.66</b>	<b>29,525.00</b>	<b>29,525.00</b>	<b>11,571.34</b>	<b>61 %</b>
	<b>Fund Total:</b>	<b>1,263.34</b>	<b>17,953.66</b>	<b>29,525.00</b>	<b>29,525.00</b>	<b>11,571.34</b>	<b>61 %</b>

601 Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 67) Commit
494300 Water Distribution							
494300 Water Distribution							
101	Full-Time Employees - Regular	13,110.24	79,903.86	186,601.00	186,601.00	106,697.14	43 %
102	Full-Time Employees - Overtime	705.79	8,017.12	20,900.00	20,900.00	12,882.88	38 %
121	PERA Contributions -	1,036.17	6,559.03	15,563.00	15,563.00	9,003.97	42 %
128	Social Security	812.02	5,088.13	12,865.00	12,865.00	7,776.87	40 %
129	Medicare	189.91	1,190.08	3,009.00	3,009.00	1,818.92	40 %
131	Health Insurance	5,426.56	52,037.26	83,220.00	83,220.00	31,182.74	63 %
133	Life Insurance	18.45	140.99	228.00	228.00	87.01	62 %
134	Disability Insurance	70.36	539.56	1,120.00	1,120.00	580.44	48 %
136	MSRS	30.01	244.30	3,510.00	3,510.00	3,265.70	7 %
151	Workers Compensation	3,604.50	6,797.74	8,603.00	8,603.00	1,805.26	79 %
212	Motor Fuels	520.99	2,684.09	7,140.00	7,140.00	4,455.91	38 %
216	Uniforms	0.00	315.65	612.00	612.00	296.35	52 %
219	Other Operating Equipment	5,274.39	8,856.47	5,175.00	5,175.00	-3,681.47	171 %
221	General Supplies	8,290.83	10,357.05	6,120.00	6,120.00	-4,237.05	169 %
228	Utility System Maint Supplies	3,786.30	11,196.29	25,000.00	25,000.00	13,803.71	45 %
305	Engineer Fees	0.00	285.00	0.00	0.00	-285.00	%
314	Computer/Software Fees	0.00	0.00	4,080.00	4,080.00	4,080.00	%
315	School & Conference	0.00	831.36	2,550.00	2,550.00	1,718.64	33 %
319	Contracted Services	600.00	6,940.89	5,100.00	5,100.00	-1,840.89	136 %
321	Telephone	0.00	0.00	1,330.00	1,330.00	1,330.00	%
331	Travel Expense	0.00	0.00	510.00	510.00	510.00	%
351	Legal Notices Publishing	0.00	0.00	255.00	255.00	255.00	%
361	General Liability Insurance	0.00	6,035.73	6,244.00	6,244.00	208.27	97 %
382	Water Purchases	128,989.01	762,612.18	1,184,736.00	1,184,736.00	422,123.82	64 %
404	Equipment Maintenance	0.00	1,510.31	4,080.00	4,080.00	2,569.69	37 %
406	Vehicle Maintenance	0.00	838.40	2,040.00	2,040.00	1,201.60	41 %
413	Equipment Rental	0.00	6,923.05	7,650.00	7,650.00	726.95	90 %
417	Uniform Rental	0.00	0.00	510.00	510.00	510.00	%
451	Dues & Subscriptions	0.00	1,116.00	714.00	714.00	-402.00	156 %
460	Permits & Licenses	0.00	0.00	1,530.00	1,530.00	1,530.00	%
470	Booster Pump Repairs	0.00	16.98	255.00	255.00	238.02	7 %
471	Water Line Repairs	2,585.06	35,469.47	40,800.00	40,800.00	5,330.53	87 %
472	Hydrant Repairs	0.00	10,617.25	30,600.00	30,600.00	19,982.75	35 %
	<b>Account Total:</b>	<b>175,050.59</b>	<b>1,027,124.24</b>	<b>1,672,650.00</b>	<b>1,672,650.00</b>	<b>645,525.76</b>	<b>61 %</b>
	<b>Account Group Total:</b>	<b>175,050.59</b>	<b>1,027,124.24</b>	<b>1,672,650.00</b>	<b>1,672,650.00</b>	<b>645,525.76</b>	<b>61 %</b>
494400 Water Administration and General							
494400 Water Administration and General							
101	Full-Time Employees - Regular	11,123.76	54,855.84	130,203.00	130,203.00	75,347.16	42 %
102	Full-Time Employees - Overtime	0.00	133.24	663.00	663.00	529.76	20 %
103	Part-Time Employees - Regular	0.00	582.54	0.00	0.00	-582.54	%
121	PERA Contributions -	840.52	4,218.76	9,765.00	9,765.00	5,546.24	43 %
128	Social Security	661.25	3,247.46	8,073.00	8,073.00	4,825.54	40 %
129	Medicare	154.65	759.46	1,888.00	1,888.00	1,128.54	40 %
131	Health Insurance	2,642.92	22,540.05	43,932.00	43,932.00	21,391.95	51 %
133	Life Insurance	18.90	144.57	245.00	245.00	100.43	59 %
134	Disability Insurance	42.40	324.71	584.00	584.00	259.29	56 %
136	MSRS	116.79	802.51	2,665.00	2,665.00	1,862.49	30 %
151	Workers Compensation	421.00	735.76	856.00	856.00	120.24	86 %

601 Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 67) Commit
201	Office Supplies	0.00	0.00	220.00	220.00	220.00	%
202	Printing Supplies	0.00	204.89	320.00	320.00	115.11	64 %
301	Audit/Account Services	0.00	8,739.09	9,453.00	9,453.00	713.91	92 %
303	Banking Fees	1,751.21	10,483.05	14,000.00	14,000.00	3,516.95	75 %
305	Engineer Fees	0.00	10,082.50	11,000.00	11,000.00	917.50	92 %
308	Legal Fees	0.00	507.00	3,000.00	3,000.00	2,493.00	17 %
314	Computer/Software Fees	2,207.00	2,207.00	2,500.00	2,500.00	293.00	88 %
315	School & Conference	0.00	0.00	1,000.00	1,000.00	1,000.00	%
319	Contracted Services	0.00	6,866.36	11,000.00	11,000.00	4,133.64	62 %
321	Telephone	37.07	2,998.74	5,300.00	5,300.00	2,301.26	57 %
322	Internet	0.00	335.15	590.00	590.00	254.85	57 %
323	Gopher One Call Locates	0.00	614.82	1,200.00	1,200.00	585.18	51 %
325	Postage	0.00	227.15	565.00	565.00	337.85	40 %
331	Travel Expense	83.08	676.51	1,325.00	1,325.00	648.49	51 %
351	Legal Notices Publishing	0.00	396.00	1,800.00	1,800.00	1,404.00	22 %
361	General Liability Insurance	0.00	15,128.01	15,376.00	15,376.00	247.99	98 %
381	Electricity	551.87	7,752.40	10,300.00	10,300.00	2,547.60	75 %
383	Heating Gas	0.00	2,162.65	4,700.00	4,700.00	2,537.35	46 %
405	Computer Maintenance	0.00	15,806.90	25,235.00	25,235.00	9,428.10	63 %
420	Depreciation Expenses	0.00	0.00	320,000.00	320,000.00	320,000.00	%
451	Dues & Subscriptions	0.00	0.00	300.00	300.00	300.00	%
460	Permits & Licenses	0.00	12.50	0.00	0.00	-12.50	%
720	Transfer Out	0.00	0.00	71,074.00	71,074.00	71,074.00	%
	<b>Account Total:</b>	<b>20,652.42</b>	<b>173,545.62</b>	<b>709,132.00</b>	<b>709,132.00</b>	<b>535,586.38</b>	<b>24 %</b>
	<b>Account Group Total:</b>	<b>20,652.42</b>	<b>173,545.62</b>	<b>709,132.00</b>	<b>709,132.00</b>	<b>535,586.38</b>	<b>24 %</b>
495000	Transfer Out						
495000	Transfer Out						
	720 Transfer Out	0.00	0.00	75,000.00	75,000.00	75,000.00	%
	<b>Account Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>%</b>
	<b>Account Group Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>75,000.00</b>	<b>%</b>
	<b>Fund Total:</b>	<b>195,703.01</b>	<b>1,200,669.86</b>	<b>2,456,782.00</b>	<b>2,456,782.00</b>	<b>1,256,112.14</b>	<b>49 %</b>

602 Sewer Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 67) Commit
494500 Sewer Maintenance							
494500 Sewer Maintenance							
101	Full-Time Employees - Regular	8,878.93	52,878.23	138,104.00	138,104.00	85,225.77	38 %
102	Full-Time Employees - Overtime	423.48	4,810.40	15,200.00	15,200.00	10,389.60	32 %
121	PERA Contributions -	697.69	4,305.66	11,498.00	11,498.00	7,192.34	37 %
128	Social Security	548.01	3,346.28	9,505.00	9,505.00	6,158.72	35 %
129	Medicare	128.16	782.60	2,223.00	2,223.00	1,440.40	35 %
131	Health Insurance	3,497.50	33,042.38	61,143.00	61,143.00	28,100.62	54 %
133	Life Insurance	13.60	103.86	172.00	172.00	68.14	60 %
134	Disability Insurance	46.24	354.31	823.00	823.00	468.69	43 %
136	MSRS	30.01	244.30	2,600.00	2,600.00	2,355.70	9 %
151	Workers Compensation	2,701.00	5,088.79	6,433.00	6,433.00	1,344.21	79 %
212	Motor Fuels	347.33	1,789.39	5,100.00	5,100.00	3,310.61	35 %
216	Uniforms	0.00	315.65	5,100.00	5,100.00	4,784.35	6 %
219	Other Operating Equipment	0.00	0.00	2,550.00	2,550.00	2,550.00	%
221	General Supplies	0.00	452.29	0.00	0.00	-452.29	%
228	Utility System Maint Supplies	0.00	322.90	6,120.00	6,120.00	5,797.10	5 %
229	Lift Station Maintenance	0.00	0.00	10,200.00	10,200.00	10,200.00	%
314	Computer/Software Fees	0.00	0.00	5,100.00	5,100.00	5,100.00	%
315	School & Conference	0.00	1,192.97	1,530.00	1,530.00	337.03	78 %
317	Personnel Testing, Physicals,	0.00	45.00	459.00	459.00	414.00	10 %
319	Contracted Services	0.00	14,844.00	24,000.00	24,000.00	9,156.00	62 %
325	Postage	0.00	0.00	41.00	41.00	41.00	%
331	Travel Expense	0.00	217.00	612.00	612.00	395.00	35 %
361	General Liability Insurance	0.00	3,133.09	3,192.00	3,192.00	58.91	98 %
385	Sewer Charges	0.00	375,375.83	750,618.00	750,618.00	375,242.17	50 %
403	Road Maintenance	0.00	0.00	15,300.00	15,300.00	15,300.00	%
404	Equipment Maintenance	1,535.76	6,069.58	5,100.00	5,100.00	-969.58	119 %
413	Equipment Rental	0.00	0.00	3,570.00	3,570.00	3,570.00	%
451	Dues & Subscriptions	0.00	200.00	153.00	153.00	-47.00	131 %
460	Permits & Licenses	0.00	46.00	1,530.00	1,530.00	1,484.00	3 %
475	Sewerline Repairs	0.00	0.00	15,300.00	15,300.00	15,300.00	%
476	Lift Station Repairs Sewer	0.00	2,227.74	12,750.00	12,750.00	10,522.26	17 %
477	I & I Maintenance	0.00	0.00	15,300.00	15,300.00	15,300.00	%
478	Sewer Cleaning	0.00	47,419.20	40,800.00	40,800.00	-6,619.20	116 %
590	Pumping Plant & Lift Stations	0.00	12,384.65	40,000.00	40,000.00	27,615.35	31 %
	<b>Account Total:</b>	<b>18,847.71</b>	<b>570,992.10</b>	<b>1,212,126.00</b>	<b>1,212,126.00</b>	<b>641,133.90</b>	<b>47 %</b>
	<b>Account Group Total:</b>	<b>18,847.71</b>	<b>570,992.10</b>	<b>1,212,126.00</b>	<b>1,212,126.00</b>	<b>641,133.90</b>	<b>47 %</b>
494900 Sewer Administration and General							
494900 Sewer Administration and General							
101	Full-Time Employees - Regular	11,123.76	54,855.85	130,203.00	130,203.00	75,347.15	42 %
102	Full-Time Employees - Overtime	0.00	133.24	663.00	663.00	529.76	20 %
103	Part-Time Employees - Regular	0.00	582.54	0.00	0.00	-582.54	%
121	PERA Contributions -	840.52	4,218.76	9,765.00	9,765.00	5,546.24	43 %
128	Social Security	661.25	3,247.46	8,073.00	8,073.00	4,825.54	40 %
129	Medicare	154.65	759.46	1,888.00	1,888.00	1,128.54	40 %
131	Health Insurance	2,642.92	21,302.55	43,932.00	43,932.00	22,629.45	48 %
133	Life Insurance	18.90	144.57	245.00	245.00	100.43	59 %
134	Disability Insurance	42.40	324.71	584.00	584.00	259.29	56 %
136	MSRS	116.79	802.51	2,665.00	2,665.00	1,862.49	30 %

602 Sewer Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 67) Commit
151	Workers Compensation	422.00	736.77	856.00	856.00	119.23	86 %
201	Office Supplies	0.00	12.13	200.00	200.00	187.87	6 %
202	Printing Supplies	0.00	204.88	330.00	330.00	125.12	62 %
301	Audit/Account Services	0.00	8,838.79	9,562.00	9,562.00	723.21	92 %
303	Banking Fees	1,751.21	10,483.03	14,000.00	14,000.00	3,516.97	75 %
305	Engineer Fees	0.00	0.00	2,500.00	2,500.00	2,500.00	%
308	Legal Fees	0.00	105.00	2,500.00	2,500.00	2,395.00	4 %
314	Computer/Software Fees	2,207.00	2,207.00	2,475.00	2,475.00	268.00	89 %
315	School & Conference	0.00	0.00	900.00	900.00	900.00	%
319	Contracted Services	0.00	5,210.69	11,500.00	11,500.00	6,289.31	45 %
321	Telephone	24.72	1,640.52	4,400.00	4,400.00	2,759.48	37 %
322	Internet	0.00	502.67	876.00	876.00	373.33	57 %
323	Gopher One Call Locates	0.00	409.88	900.00	900.00	490.12	46 %
325	Postage	0.00	89.92	455.00	455.00	365.08	20 %
331	Travel Expense	83.08	676.51	1,300.00	1,300.00	623.49	52 %
351	Legal Notices Publishing	0.00	0.00	300.00	300.00	300.00	%
361	General Liability Insurance	0.00	17,873.00	18,418.00	18,418.00	545.00	97 %
381	Electricity	715.73	6,280.01	9,500.00	9,500.00	3,219.99	66 %
383	Heating Gas	0.00	1,351.66	3,500.00	3,500.00	2,148.34	39 %
405	Computer Maintenance	0.00	15,078.99	23,679.00	23,679.00	8,600.01	64 %
420	Depreciation Expenses	0.00	0.00	580,000.00	580,000.00	580,000.00	%
434	Employee Recognition	0.00	0.00	100.00	100.00	100.00	%
451	Dues & Subscriptions	0.00	0.00	255.00	255.00	255.00	%
460	Permits & Licenses	0.00	12.50	0.00	0.00	-12.50	%
720	Transfer Out	0.00	0.00	25,527.00	25,527.00	25,527.00	%
	<b>Account Total:</b>	<b>20,804.93</b>	<b>158,085.60</b>	<b>912,051.00</b>	<b>912,051.00</b>	<b>753,965.40</b>	<b>17 %</b>
	<b>Account Group Total:</b>	<b>20,804.93</b>	<b>158,085.60</b>	<b>912,051.00</b>	<b>912,051.00</b>	<b>753,965.40</b>	<b>17 %</b>
495000	Transfer Out						
495000	Transfer Out						
	720 Transfer Out	0.00	0.00	25,000.00	25,000.00	25,000.00	%
	<b>Account Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>%</b>
	<b>Account Group Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>%</b>
	<b>Fund Total:</b>	<b>39,652.64</b>	<b>729,077.70</b>	<b>2,149,177.00</b>	<b>2,149,177.00</b>	<b>1,420,099.30</b>	<b>34 %</b>

603 Storm Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 67) Commit
441100	Storm Water						
441100	Storm Water						
101	Full-Time Employees - Regular	10,179.37	58,235.21	90,665.00	90,665.00	32,429.79	64 %
102	Full-Time Employees - Overtime	282.31	3,271.58	4,181.00	4,181.00	909.42	78 %
121	PERA Contributions -	786.72	4,615.97	7,089.00	7,089.00	2,473.03	65 %
128	Social Security	616.97	3,568.82	5,860.00	5,860.00	2,291.18	61 %
129	Medicare	144.28	834.59	1,370.00	1,370.00	535.41	61 %
131	Health Insurance	3,355.19	32,523.60	33,516.00	33,516.00	992.40	97 %
133	Life Insurance	16.50	126.30	157.00	157.00	30.70	80 %
134	Disability Insurance	47.90	367.10	457.00	457.00	89.90	80 %
136	MSRS	69.20	497.78	1,820.00	1,820.00	1,322.22	27 %
151	Workers Compensation	1,090.00	1,991.59	2,431.00	2,431.00	439.41	82 %
201	Office Supplies	0.00	0.00	200.00	200.00	200.00	%
221	General Supplies	184.50	184.50	1,500.00	1,500.00	1,315.50	12 %
301	Audit/Account Services	0.00	110.00	0.00	0.00	-110.00	%
305	Engineer Fees	0.00	4,268.52	60,000.00	60,000.00	55,731.48	7 %
308	Legal Fees	0.00	197.00	1,000.00	1,000.00	803.00	20 %
310	Recording/Filing Fees	0.00	368.00	100.00	100.00	-268.00	368 %
314	Computer/Software Fees	2,207.00	2,207.00	2,500.00	2,500.00	293.00	88 %
319	Contracted Services	0.00	8,822.10	30,000.00	30,000.00	21,177.90	29 %
321	Telephone	0.00	400.00	0.00	0.00	-400.00	%
325	Postage	0.00	0.00	150.00	150.00	150.00	%
331	Travel Expense	27.70	483.86	500.00	500.00	16.14	97 %
351	Legal Notices Publishing	0.00	0.00	250.00	250.00	250.00	%
403	Road Maintenance	434.56	14,447.21	50,000.00	50,000.00	35,552.79	29 %
405	Computer Maintenance	0.00	6,360.44	7,397.00	7,397.00	1,036.56	86 %
413	Equipment Rental	0.00	33,781.17	25,000.00	25,000.00	-8,781.17	135 %
451	Dues & Subscriptions	0.00	2,795.00	2,000.00	2,000.00	-795.00	140 %
720	Transfer Out	0.00	0.00	26,115.00	26,115.00	26,115.00	%
	<b>Account Total:</b>	<b>19,442.20</b>	<b>180,457.34</b>	<b>354,258.00</b>	<b>354,258.00</b>	<b>173,800.66</b>	<b>51 %</b>
	<b>Account Group Total:</b>	<b>19,442.20</b>	<b>180,457.34</b>	<b>354,258.00</b>	<b>354,258.00</b>	<b>173,800.66</b>	<b>51 %</b>
495000	Transfer Out						
495000	Transfer Out						
720	Transfer Out	0.00	0.00	50,000.00	50,000.00	50,000.00	%
	<b>Account Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>%</b>
	<b>Account Group Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>%</b>
	<b>Fund Total:</b>	<b>19,442.20</b>	<b>180,457.34</b>	<b>404,258.00</b>	<b>404,258.00</b>	<b>223,800.66</b>	<b>45 %</b>

605 Street Lighting & Traffic Signalization

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% ( 67) Commit
431100	Street Department						
431160	Street Lighting						
	227 Street Lights & Signs	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	381 Electricity	3,158.75	25,976.74	42,000.00	42,000.00	16,023.26	62 %
	<b>Account Total:</b>	<b>3,158.75</b>	<b>25,976.74</b>	<b>47,000.00</b>	<b>47,000.00</b>	<b>21,023.26</b>	<b>55 %</b>
	<b>Account Group Total:</b>	<b>3,158.75</b>	<b>25,976.74</b>	<b>47,000.00</b>	<b>47,000.00</b>	<b>21,023.26</b>	<b>55 %</b>
	<b>Fund Total:</b>	<b>3,158.75</b>	<b>25,976.74</b>	<b>47,000.00</b>	<b>47,000.00</b>	<b>21,023.26</b>	<b>55 %</b>
	<b>Grand Total:</b>	<b>259,219.94</b>					
			0.00				
			2,154,135.30	5,086,742.00	5,086,742.00	2,932,606.70	42 %

**Public Works  
Utility Maintenance Report**

<b>Meeting Date:</b>	9/18/2025			
<b>Reporting Period:</b>	From:	7/1/2025	To:	8/31/2025

**1. Water Utility**

a. **Project Update**

i. **Peyton Acres**

- a. 2025 Start
- b. Phase 3 Completed and tested

**AMI Water Radio replacement**

- 2. Have Received approximately all radios from initial order
  - a. Installed 1300 or so radios
- 3. Continue install in 2025-
  - a. +/- 15/ Day when we are able to work steady on them
  - b. Goal is to be completed by 12/1/2025

b. **Irrigation meter plan for 2025**

- i. Plan approved, will be publicized in May
- ii. 5 will be available in 2025 again

c. **Watermain Repairs**

- i. Fix Corp @ Morris Thomas Road
- ii. Break @ Okerstrom Road@ Keenes Creek Park

d. **Water Towers**

- i. Waiting on PRIMEX to tie in water mixers to our SCADA system to check performance
  - 1. Mixing connections are made and we can now monitor remotely

e. **Water Testing**

- i. Must be done by City of Hermantown now. City of Duluth will no longer do after April testing sequence
  - 1. City of Hermantown performing in May
  - 2. Pace Analytical doing the lab testing
  - 3. Had to buy a Chlorine tester for residual testing.
    - a. This test has to be done w/in 15 minutes of sample being pulled.
  - 4. We have been doing this for 3.5 months now and all seems to be going well.

**2. Sewer**

a. **Project Update**

- b. Lift Stations

c. **Sewer Plugs/Cleaning**

- i. Cleaned sanitary sewers in Sections 25,36,13

**3. Stormwater**

a. **Project Update**

- i. A few centerline and drive way culverts will be replaced in July and August
- ii. Culverts complete except for 1-2

**4. Other Notes**

- a. Leak Survey set for week of July
  - i. Completed and found 3 leaks
  - ii. 2 of 3 repaired
- b. 2<sup>nd</sup> Water Connection Plan set going out for bids
  - i. Due back on 8/7/2025
  - ii. Bids came in HIGH!
  - iii. Will be Re-Bid this winter

**5. Looking Ahead to 2025/2026**

- a. Trunkline extension thru Section 14
- b. Alignment work starting

**TO:** Utility Commission Members

**FROM:** Trish Crego, Utility and  
Infrastructure Director



**DATE:** 9/18/2025

**SUBJECT: Utility & Infrastructure                      Agenda Item:                      Report**  
**Director**

---

#### New City Improvements

- 2<sup>nd</sup> Water Connection is out for bid and came in on July 31, they much higher than expected so we plan to rebid in early spring next 2026.
- Fichtner Park is complete. We are looking at some minor site fixes that were not a part of the original scope
- Hermantown Road is closed out and going through the assessment process
- Lightning Drive has moved forward to design with Bolton & Menk as the engineer – currently in design phase
- The Keene Creek Trail was bid out and awarded to Viet construction starts this week
- Morris Thomas Development planning has been awarded to SEH - currently in design phase
- Ice Arena is on schedule and on budget

#### State/WLSSD Approved Utility Extensions

- Pillars/Hermantown Cottages Extensions WLSSD
- Pillars /Hermantown Cottages MPCA
- Soumis Reside Apartments- WLSSD
- Soumis Reside Apartments- MPCA

#### Developer and Building Projects

- Soumis Reside Apartment -Development Agreement with utility extension was approved by council on 7-7-25
- Pillars (KTJ) -Development Agreement with utility extension was approved by council on 8-4-25
- Year to Date Residential Buildings permits
  - Open permits from 2024-2025 =228
- Year to Date Commercial Buildings permits
  - Open permits from 2024-2025 =57
- Right-of-Way Permits
  - 88- Franchise ROW permits

- 23- Private ROW Permits

#### Future Developments under Feasibility Studies

- Adolph Expansion- still in preliminary planning

#### Other Items

- We applied the \$7.50 surcharge to water bills and have not got much feedback.
- Trish Had to complete a Sanitary Sewer
- Safe drinking water fee approved - The fee is now set at \$15.22 per water service connection per year.
- Trish is working with the city attorney to revise the water agreement with the city of Duluth.
  - The agreement is in cubic feet and the data I had was in gallons. We want to make sure the numbers and calculations are correct.
  - We need to do some financial analysis of the rates and need direction on how we should do this?
  - How much water does Hermantown need next year, the year after, and in 10 years?
  - We will look to see what other communities are being charged for bulk water
- Hermantown - Information for MDH - Service Line Inventory Updates- Inventory updates are due to MDH by October 1, 2025.
- Trish, David, and Paul completed the - MPCA 2025 Wastewater Infrastructure Needs Survey (WINS)- The WINS survey assesses the current condition and future needs of Minnesota's publicly owned wastewater treatment and conveyance infrastructure. The survey results help determine what Minnesota communities require to address their wastewater needs, and what role the State of Minnesota will play in providing resources and assistance. All communities are required to participate in the survey per Minnesota Statute 115.03, Sub. 9.

## City of Hermantown - 2025 Water Loss Report

Reading Date	Haines Rd	Hermantown	Usage Diff	Percent Difference	Water				Total Accounted	Total	
	Booster Station (Gallons)	Billed (Gallons)			Main Breaks	Truck Fill Station	Temp Meter	City Usage		Unaccounted Gallons	Percent Unaccounted
1/15/2025	14,468,639	12,706,922	1,761,717	12.2%	260,000	13,700		20,871	294,571	1,467,146	10.1%
2/14/2025	14,295,731	13,509,749	785,982	5.5%	-	18,700		38,710	57,410	728,572	5.1%
3/14/2025	16,749,538	13,977,283	2,772,255	16.6%	1,500,000	20,400	23,930	43,511	1,587,841	1,184,414	7.1%
4/15/2025	15,220,409	13,876,888	1,343,521	8.8%	-	15,700	4,070	13,813	33,583	1,309,938	8.6%
5/15/2025	15,540,059	13,828,918	1,711,141	11.0%		49,600	20,520	19,490	89,610	1,621,531	10.4%
6/16/2025	17,000,768	15,468,252	1,532,516	9.0%	150,000	140,800	42,164	19,871	352,835	1,179,681	6.9%
7/15/2025	18,286,633	16,135,834	2,150,799	11.8%	50,000	97,900		45,605	193,505	1,957,294	10.7%
8/15/2025	17,766,010	16,246,435	1,519,575	8.6%	100,000	39,100		20,298	159,398	1,360,177	7.7%
9/15/2025	-		-								
10/15/2025	-		-								
11/14/2025	-		-								
12/15/2025	-		-								
	<b>129,327,786</b>	<b>115,750,281</b>	<b>13,577,505</b>		<b>2,060,000</b>	<b>395,900</b>	<b>90,684</b>	<b>222,169</b>	<b>2,768,753</b>	<b>10,808,752</b>	
									<b>Total Percent of Water from Booster Station Unaccounted For:</b>		<b>8.36%</b>



**Western Lake Superior Sanitary District**

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

Invoice Date	08/31/2025
Invoice Number	842020250831
Account Number	8420

**TO: Hermantown, City Of    WW**  
**5105 Maple Grove Road**  
**Hermantown, MN 55811**

Transaction	Trans Date	Due Date	PO	Description	Quantity	Unit Rate	Amount
083125HER1	08/31/25	09/15/25		Wastewater Charges			\$53,985.00
083125HER2	08/31/25	09/15/25		2024 Adjustment			(\$3,364.00)

Current	1-30 Days	31-60 Days	Over 60 Days	Amount Due
\$50,621.00	\$0.00	\$0.00	\$0.00	\$50,621.00

2025 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		AVG FLOW		PEAK HR FLOW RATE		TOTAL BOD		AVG BOD		TOTAL SS		AVG SS	
	MG	MGD	MGD	MGD	MGD	MGD	LBS	LBS	LBS/DAY	LBS/DAY	LBS	LBS	LBS/DAY	LBS/DAY
JANUARY	11.1263		0.3589		0.6048		18,228		588		20,367		657	
FEBRUARY	10.3259		0.3688		0.7331		17,640		630		20,244		723	
MARCH	12.5817		0.4059		0.8364		18,786		606		21,886		706	
APRIL	13.7775		0.4592		0.7404		15,000		500		21,690		723	
MAY	14.0824		0.4543		0.8388		16,213		523		19,561		631	
JUNE	11.8037		0.3935		0.6189		16,440		548		19,260		642	
JULY	13.2833		0.4285		1.0941		16,616		536		22,692		732	
AUGUST														
SEPTEMBER														
OCTOBER														
NOVEMBER														
DECEMBER														
TOTAL or AVG	<b>86.9808</b>		<b>0.4103</b>				<b>118,923</b>		<b>561</b>		<b>145,700</b>		<b>687</b>	

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:

**Tim Lundell, Environmental Services Manager - (218) 740 - 4822**

**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: tim.lundell@wlssd.com

Email: grant.brown@wlssd.com

Initiated By: *BLK*

Initiated By: *GBR*

2025 FLOW AND LOADINGS SUMMARY ONLY		City of Hermantown (Includes Bayview and Haines Road Metering Station)										BOD Biochemical Oxygen Demand		SS Suspended Solids		FLOW Million Gallons per Day	
MONTH	TOTAL FLOW		AVG FLOW		PEAK HR FLOW/RATE		TOTAL BOD		AVG BOD		TOTAL SS		AVG SS				
	MG	MGD	MGD	MGD	MGD	MGD	LBS	LBS	LBS/DAY	LBS/DAY	LBS	LBS	LBS/DAY	LBS/DAY			
JANUARY	18,4048	0.5937	0.9303	0.9303	30,369	980	32,508	1,049									
FEBRUARY	16,6939	0.5962	1.0625	1.0625	28,262	1,009	30,866	1,102									
MARCH	23,6544	0.7631	1.3427	1.3427	37,255	1,202	40,355	1,302									
APRIL	27,1221	0.9040	1.3048	1.3048	37,259	1,242	43,949	1,465									
MAY	24,6174	0.7941	1.8849	1.8849	33,785	1,090	37,133	1,198									
JUNE	19,7225	0.6575	1.0246	1.0246	29,649	988	32,469	1,082									
JULY	21,9061	0.7067	1.5876	1.5876	30,999	1,000	37,075	1,196									
AUGUST																	
SEPTEMBER																	
OCTOBER																	
NOVEMBER																	
DECEMBER																	
TOTAL or AVG	152.1212	0.7176	Allocation	Allocation	227,577	1,073	254,354	1,200									
2025 BUDGET		0.6500	3.8000	3.8000		1,150		1,100									

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@wlsssd.com

Data Verified by:

**Tim Lundell, Environmental Services Manager - (218) 740 - 4822**  
**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: tim.lundell@wlsssd.com

Email: grant.brown@wlsssd.com

Initialed By: *Blk*

Initialed By: *[Signature]*

2025 FLOW AND LOADINGS  
SUMMARY ONLY

**Bayview Interceptor**  
*(City of Hermantown)*

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

MONTH	TOTAL FLOW		AVG FLOW		PEAK HR FLOW RATE		TOTAL BOD		AVG BOD		TOTAL SS		AVG SS	
	MG	MGD	MGD	MGD	MGD	MGD	LBS	LBS	LBS/DAY	LBS/DAY	LBS	LBS	LBS/DAY	LBS/DAY
JANUARY	7.2785		0.2348		0.4025		12,141		392		12,141		392	
FEBRUARY	6.3680		0.2274		0.3734		10,622		379		10,622		379	
MARCH	11.0727		0.3572		0.6379		18,469		596		18,469		596	
APRIL	13.3446		0.4448		0.6238		22,259		742		22,259		742	
MAY	10.5350		0.3398		1.0701		17,572		567		17,572		567	
JUNE	7.9188		0.2640		0.4783		13,209		440		13,209		440	
JULY	8.6228		0.2782		0.9025		14,383		464		14,383		464	
AUGUST														
SEPTEMBER														
OCTOBER														
NOVEMBER														
DECEMBER														
<b>TOTAL or AVG</b>	<b>65.1404</b>		<b>0.3073</b>				<b>108,654</b>		<b>513</b>		<b>108,654</b>		<b>513</b>	

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@wlsd.com

Data Verified by:

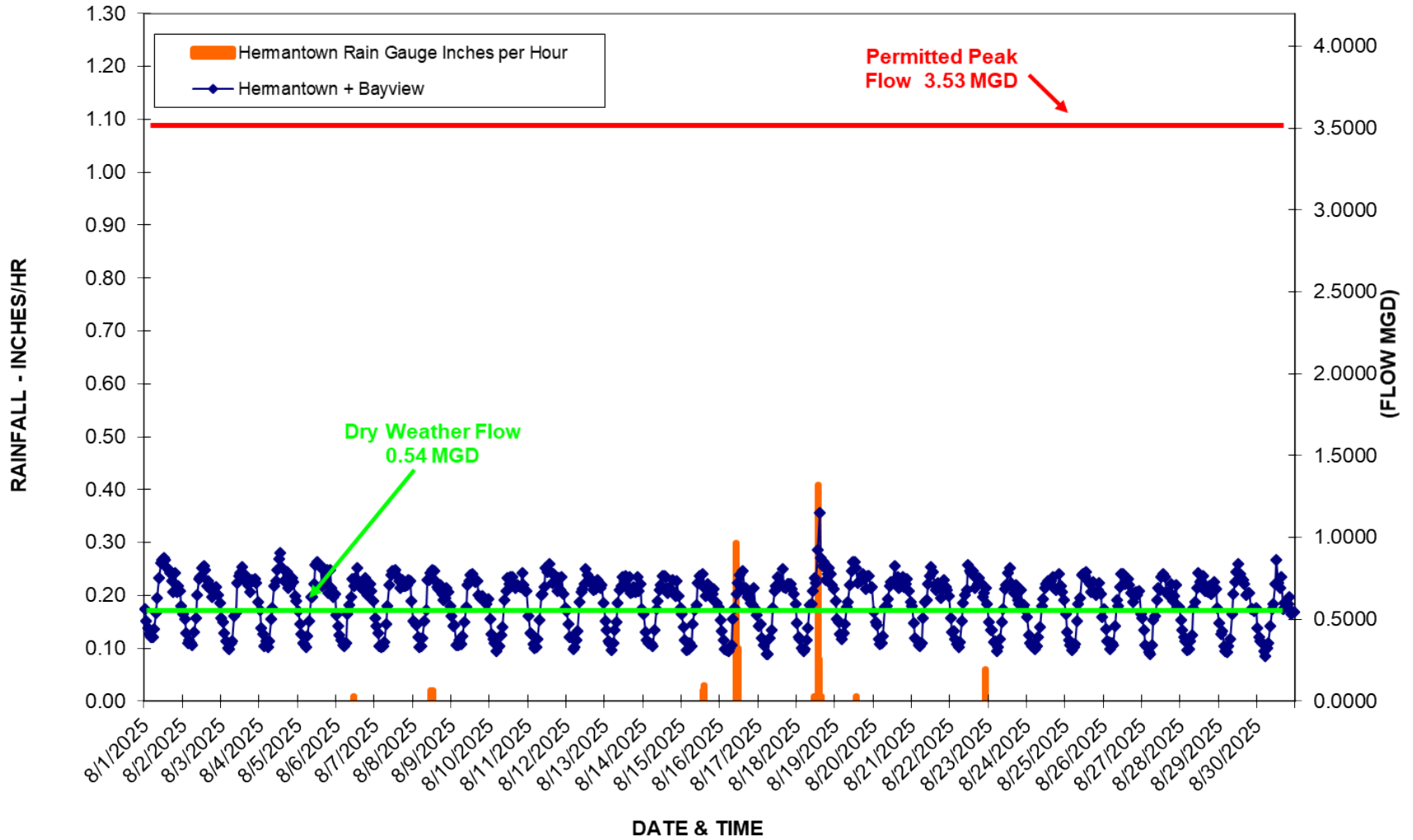
**Tim Lundell, Environmental Services Manager - (218) 740 - 4822**  
**Grant Brown, Director of Information Services - (218) 740 - 4777**

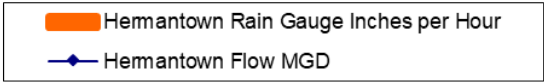
Western Lake Superior Sanitary District  
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Fax: (218) 727-7471  
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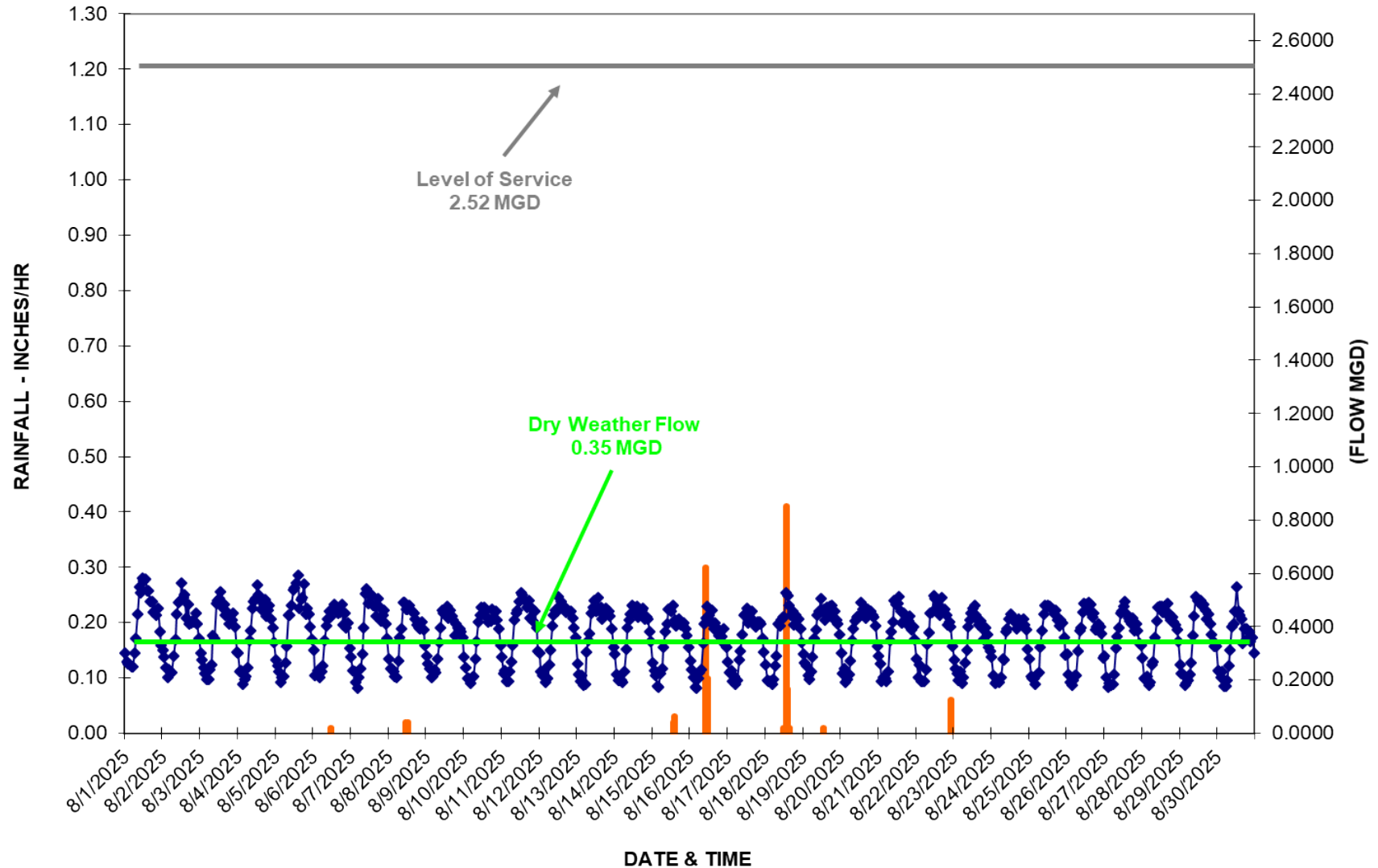
Initialed By: *BLK*  
Initialed By: *GRB*

### Hermantown Flow + Bayview August 2025

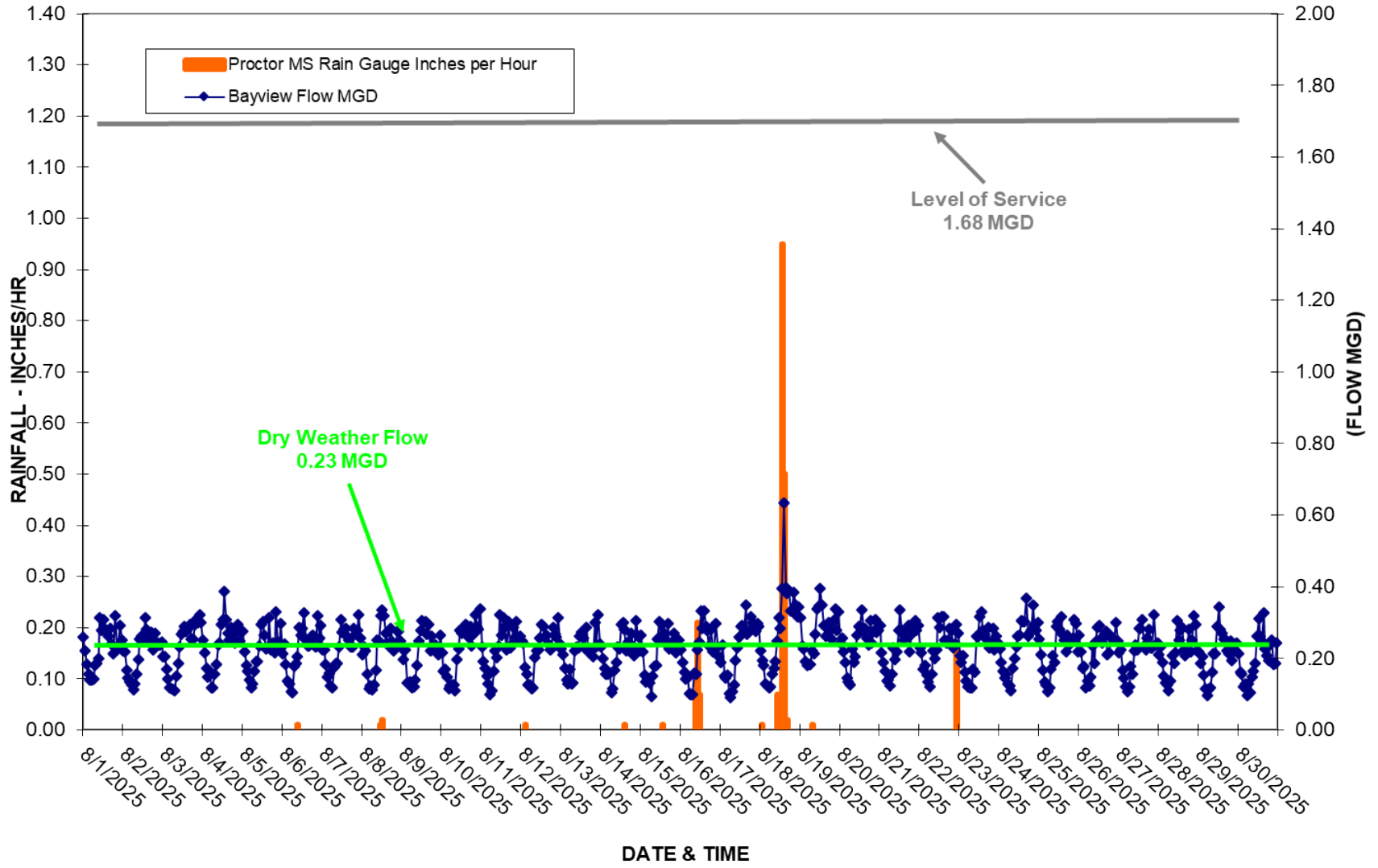




### Hemantown Flow - Haines Road August 2025



# BAYVIEW METERING STATION August 2025



Account No.	Due Date	Amount Due
230516840-001	8/29/2025	128,989.01

Service Address	Remit Address
4335 Haines RD DULUTH, MN 55811 IF MAILING PAYMENT PLEASE INCLUDE THIS STUB	CITY OF DULUTH COMFORTSYSTEMS PO BOX 860643 MINNEAPOLIS, MN 55486-0643

**Mailing Address**

CITY OF HERMANTOWN  
5105 MAPLE GROVE RD  
HERMANTOWN, MN 558110



Account No.	Service Address
230516840-001	4335 Haines RD

Service Period	Meter Readings						
7/2/2025 - 8/1/2025	WATER & SEWER						
	Meter No.	Read Dates	Days	Previous	Current	Usage	Unit Of Measure
	B50012997	7/1/2025 8/1/2025	31	1,224,455	1,248,608	24,153	CCFW

**Previous Balance**  
121,439.98

**Penalties**  
0.00

**Adjustments**  
0.00

**Payments Received**  
(121,439.98)

**Balance at Billing**  
0.00

**Current Billing**

Charge Code	Amount
WATER FIXED CHG	132.75
WATER	109,413.09
WAT INF SUR RESA	19,443.17

**Current Charges**  
128,989.01

**Balance Due**  
128,989.01

**Due Date**  
8/29/2025



**AUGUST IS CATCH UP MONTH FOR BUDGET BILLING. TO START A NEW BUDGET IN SEPTEMBER, ACCOUNTS MUST BE AT A ZERO BALANCE**

## Pending New Connections

Address	Service Type	Owner
3645 Haines Rd	Sewer	Tim Carlson
37xx Okerstrom Rd	Sewer	Bonita Chapin
3821 Stebner Rd	Water & Sewer	Carol Marsh
3873 Getchell Rd	Water & Sewer	Mike Smolnikar
3984 Lavaque Rd	Water & Sewer	Frank & Kara Hanson
4021 Getchell Rd	Water & Sewer	Eugene Collard
4800 Oak Ridge Dr	Water & Sewer	Dave Lundquist
4926 W Arrowhead Rd	Water & Sewer	Soumis Construction
4929 Wild Rose Tr	Water & Sewer	3W Properties
4964 Hermantown Rd	Sewer	Gerard Gagnon
4966 Anderson Rd	Water & Sewer	Joe Jerulle
5350 Miller Trunk Hwy	Water & Sewer	Miller Creek Property Investments

## Pending New Stormwater Accounts

Address	Owner
5867 St Louis River Rd	Dennis Flynn
5113 Sheridan Rd	Tyler Miller
XXXX Sangstrom Rd	Erick VanBaalen
5793 Rose Rd	Jim Hicks