



Hermantown Utility Commission - Thursday, January 16, 2025

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/82302456818?pwd=fC5vLUMsHIEAKOHwG4yeuREVLYE0i.1>

Meeting ID number: 823 0245 6818

Passcode: Hermantown

Dial In: 312-626-6799

**CITY OF HERMANTOWN
UTILITY COMMISSION AGENDA**

**Thursday, January 16, 2025 at 5:30 PM Central
Council Chambers, City Hall - Hermantown Governmental Services Building**

1. **ROLL CALL**
2. **MINUTES**
Approval or Correction
 - A. November 21, 2024 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 7
 - B. MN Dept of Health - Sanitary Survey Report 9
 - C. MN Public Utilities Commission - Communication 18
 - D. Utility Billing Update 19
5. **PRESENTATIONS**
City Department Heads may give reports if necessary
6. **OLD BUSINESS**
7. **NEW BUSINESS**
 - A. **Duluth Water Infrastructure Surcharge** **21**
(motion, roll call)
8. **REPORTS**
 - A. **Budget to Actual Expenditure Report** **24**
 - B. **Public Works Director Report** **31**

C. Utility & Infrastructure Director Report	32
D. Water Loss Report	34
E. WLSSD Monthly Flow - Rain Fall & Flow Report	35
F. Comfort Systems Invoice	42
G. Pending Connections Report	43
9. COMMISSION MEMBERS REPORT	
A. Jim Samberg -	
B. William Berg -	
C. Robert McLachlan -	
D. Doug Kerfeld -	
E. Councilor Andy Hjelle -	
10. RECESS	
<i>(motion, roll call)</i>	

MEETING CONDUCTED IN PERSON & VIA ZOOM

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

VISITORS:

1. **ROLL CALL**

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

2. **MINUTES**

A. September 19th, 2024 Meeting Minutes

Motion to correct #7 to reflect Jim Samberg's nay vote and accept. 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

Yea: 5, Nay: 0

3. **PUBLIC DISCUSSION** – *No Public Present*

4. **COMMUNICATIONS**

A. 2025 Budget Information – *Information Only, budget has not been approved by City Council yet*

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

C. Utility Billing Update – *Placed on file*

5. **PRESENTATIONS**

6. **OLD BUSINESS**

7. **NEW BUSINESS**

A. Delinquent Utility Certification Recommendation

Motion to accept and recommend delinquent utility list go to City Council on December 2nd 2024. 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

Yea: 5, Nay: 0

8. **REPORTS**

A. Budget to Actual Expenditure Report – *Report placed on file*

B. Public Works Director Report - *Report placed on file*

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

D. Water Loss Report - *Report placed on file – noted that water loss is under 10% which is good.*

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 – *No report*
- B. William Berg - *No report*
- C. Robert McLachlan - *No report*
- D. Doug Kerfeld - *No report*
- E. Councilor Andy Hjelle - *No report*

10. **RECESS**

Motion to adjourn meeting at 6:10pm. This motion, made by Bill Berg and seconded by Doug Kerfeld, Carried.

Bill Berg:	Yea
Councilor Andy Hjelle:	Yea
Doug Kerfeld:	Yea
Robert McLachlan:	Yea
Jim Samberg:	Yea

Yea: 5, Nay: 0

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

December 10, 2024

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 November 2024 (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 November was 32.02 MGD.

The average influent cBOD5 concentration was 190 mg/L and the average effluent concentration was 5.5 mg/L. The cBOD5 removal efficiency for the month of November was 97 percent. The average influent and effluent suspended solids concentrations were 271 mg/L and 4.0 mg/L, respectively, providing a monthly suspended solids removal rate of 99 percent.

For the month of November, the effluent phosphorus calendar month average concentration was 0.4 mg/L and the average mass was 56.1 kg/d, compared to the respective calendar month average limits of 1.0 mg/L and 115 kg/d.

For the month of November, the effluent's average mercury concentration was 1.7 ng/L and the daily maximum was 2.1 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 November, the calendar month average mercury was 197 mg/d, and the daily maximum was 242 mg/d.

WLSSD does have reason to bypass the Multimedia Filters on occasion. This action does not impact our ability to meet NPDES permit limits. Effective November 1, 2024, and monthly thereafter, WLSSD has agreed to report the dates, times, flow and reason that the filters were bypassed to the MPCA. This information is included as an attachment to the monthly Discharge Monitoring report.

WLSSD reported one (1) spill in the month of November 2024. The spill was not related to a wet weather event. Details of the spill are provided in the attached spill report.

Page 2

December 10, 2024

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

Sincerely,

A handwritten signature in black ink, appearing to read "Marianne Bohren". The signature is fluid and cursive, with a long horizontal line extending to the right.

Marianne Bohren
Executive Director

MB/AP

Attachments

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



RECEIVED

DEC 13 2024

Protecting, maintaining and improving the health of all Minnesotans

December 13, 2024

Hermantown City Council
 c/o Alissa Wentzlaff, 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. Paul Senst, Teodoro Rangel, and Drake Condon were present during this inspection.

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 320/223-7340.

Sincerely,

Jennifer Showers
Digitally signed by Jennifer Showers
 Date: 2024.12.13 12:45:24 -06'00'

Jennifer Showers
 Community Public Water Supply Unit
 Environmental Health Division
 11 East Superior Street, Suite 290
 Duluth, Minnesota 55802-2007

JS

Enclosures

cc: Water Superintendent



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



System Name: **Hermantown**

Survey Date: **11/18/2024**

PWSID: **1690043**

Surveyor: **Jennifer Showers**

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

Paul Senst	Hermantown, MN 55811	Business Fax 218/729-3620
		Business Phone 1 218/391-0065, Ext. Mobile
		Business Phone 2 218/729-5503
		Email psenst@hermantownmn.com
John Mulder, City Administrator		Business Phone 1 218/729-3600
		Business Phone 2 218/729-3601
		Email jmulder@hermantownmn.com

Owner/Responsible Party

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

Financial

Hermantown City Council	Utility Billing Clerk Hermantown City Hall 5105 Maple Grove Road Hermantown, MN 55811-3605	Email ltownsend@hermantownmn.com
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Sample Bottles/General Correspondence

Hermantown Utility Director	5105 Maple Grove Road Hermantown, MN 55811-3605	Business Phone 1 218/729-3613
		Email tcrego@hermantownmn.com

Emergency Workday

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

Emergency After-Hours

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

Consumer Confidence Report

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

Classification Information

Owner Type:	Municipal	Population:	7215
System Class:	C	Service Connections:	2383
Service Area Characteristics:	Municipal	Class Points:	15



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



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PWSID: **1690043**
System Contact: **John Mulder, City Administrator**

Survey Date: **11/18/2024**
Surveyor: **Jennifer Showers**
PWS Type: **Community**

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	07/31/2027	Condon, Drake P.	D	05/31/2027
Durovec, Chris P.	D	07/31/2027	LaFave, Christopher L.	D	01/31/2025
Miller, Robert W.	D	10/31/2025	Terhaar, Jerrie W.	D	11/30/2027
Youngren, Alex W.	D	01/31/2025			

Production Totals

Design Capacity:	700 Gallons per Minute	Emergency Capacity:	750,000 Gallons
Average Daily:	100,000 Gallons	Storage Capacity:	750,000 Gallons
Highest Daily:	450,000 Gallons		

Source Information

Interconnect - Duluth

Type: Consecutive Connection
Status: Active
Availability: Primary
Purchases From: 1690011 Duluth

Source Type: Purchased Surface Water
Design Capacity: 700 Gallons per Minute
Emergency Capacity:
Pump:

Storage Information

Elevated 150000

Type: Storage-Elevated
Status: Active

Capacity: 150,000 Gallons
Availability: Primary
Chlorination:

Elevated 600000

Type: Storage-Elevated
Status: Active

Capacity: 600,000 Gallons
Availability: Primary
Chlorination:



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



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Survey Date: **11/18/2024**

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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	4971 Lightning Dr
	Spur Station	Active	
	City Hall	Active	5105 Maple Grove Rd
	Kwik Trip -	Active	4145 Haines Rd
	Korner Store -	Active	4704 Hermantown Rd
	Amoco -	Active	4221 Haines Rd
056	Kwik Trip	Active	4978 Miller Trunk Hwy
061	Hermantown Wellness Center -	Active	(Essentia Wellness) 4289 Ugstad Road



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: **11/18/2024**
Surveyor: **Jennifer Showers**
PWS Type: **Community**

Requirements and Recommendations

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

Water Source

No deficiencies observed.

Pumps/Pump Facilities and Controls

To ensure continuous service when the primary power has been interrupted, it is recommended that a standby power source be provided through: 1. a direct connection to at least two independent public power sources, or 2. dedicated portable or in-place auxiliary power of adequate supply and connectivity. [Minn. Rules 4720.3927]

Treatment

No treatment provided.

Water Storage

It is recommended that the community water storage tank be internally inspected on a regular basis. Tank cleaning should take place every 2 to 5 years based on tank sediments, decline of chlorine residuals within the tank or other indicators of a decrease in water quality.

Distribution

As a reminder, all building services are required to be installed in accordance with the Minnesota Plumbing Code. [Minnesota Rules, Chapter 4715]

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]

It is recommended that a valve exercising and replacement program be initiated to ensure valves are in working condition. This will minimize sanitary hazards and inconvenience to the customer when working on the distribution system. [AWWA Standards Distribution Systems Operation and Management, Section 4]



MINNESOTA DEPARTMENT OF HEALTH
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Monitoring/Reporting Data Verification

Hermantown's most recent Census data indicates a population of 10,555. However, the Census boundary does not align with the distribution system area, and a significant number of homes rely on private wells rather than the public water system (PWS). In situations where the population served by the PWS differs from Census figures, the population is estimated using the number of service connections. Based on the latest calculations, Hermantown's population served by the PWS is approximately 7,215 an increase from the previous estimate of 5,055. Due to this higher population figure, the system is now required to collect additional bacteriological samples per month [40 CFR 141.21(a)(2)].

Sample records indicate that total coliform samples are primarily collected from two sites, three times a month, spaced approximately one week apart.

For Surface water systems, bacteriological samples are required to be collected on at least two different days, with at least one week between sampling, during each monthly sampling period [40 CFR 141.21(a)(4)].

It is also required to collect representative bacteriological samples from sites throughout the entire distribution system according to the approved, written bacteriological sample site plan. To ensure that your sampling is comprehensive and accurate, the system must rotate through all sites listed in the bacteriological sample site plan [40 CFR 141.21]. If there have been any updates or changes to these sites, please notify your MDH district engineer.

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
 - i. Turbidity results - 3 years
- [Minn. Rules 4720.0350]



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



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Water System Management/Operation

It is recommended that a comprehensive program of cross-connection surveillance be instituted to protect the water supply. This includes:

- a. The detection and correction of cross-connections to unsafe water supplies.
- b. The education of the public on the dangers of cross-connections.
- c. The installation of vacuum breakers on all threaded hose bibbs in new and old buildings.
- d. The replacement of defective plumbing in older buildings.
- e. Periodic cross-connection inspections of potentially hazardous industries and commercial establishments.
- f. The education of the employees on the dangers of cross-connections.

It is recommended that all community drinking water systems develop an asset and water management plan. This plan is an important part of capacity development and the operation and management of the water system.

Engineering plans for new, modifications to, or additions to the water supply system, including water mains, are required to be properly submitted to the Minnesota Department of Health for review. All plans must be approved prior to the start of construction. [Minn. Rules 4720.0010]

To ensure security, it is recommended that a daily check of critical system components be conducted, including confirmation that all doors and access hatches are locked.

Public water supplies are required to maintain effective security measures to protect physical infrastructure and operational practices. This includes security of the physical infrastructure and related operational practices and institutional controls. Listed below are the security concerns that must be identified and addressed:

- a. Intrusion deterrents such as physical barriers, lighting, camera, alarms, and sturdy locking hardware with hardened protective covers for all facilities and components.
- b. Computer based control technologies such as SCADA must be secured from unauthorized physical access and potential cyber attacks.
- c. Redundancy and enhanced security features to eliminate single point of failure.

[ANSI/AWWA G430-14(R20) and Recommended Standards for Water Works 2.19]



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



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Survey Date: **11/18/2024**

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Operator Compliance with State Requirements

The certified operators are required to qualify themselves by attending waterworks operators training seminars offered throughout the state. Continuing education is valuable experience for anyone engaged in this field. The required contact hours in the previous 3 years for certification renewal are:

Class A 32 contact hours

Class B 24 contact hours

Class C 16 contact hours

Class D 8 contact hours

Class E 4 contact hours

[Minn. Rules 9400.1200]



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



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Survey Date: **11/18/2024**
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 PWS Type: **Community**

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>
11/18/2024	Public Works	/ 1.45	Absent	
11/18/2024	City Hall	/ 0.18	Absent	
11/18/2024	Interconnect - Duluth	/	Absent	
11/18/2024	Kwik Trip	/ 1.67	Absent	
11/18/2024	Fire Hall 2	/ 1.03	Absent	

December 30, 2024

The Minnesota Public Utilities Commission (Commission) is reaching to share information that will affect Minnesota landlords, third party utility billers, utilities, and tenants.

On January 1, 2025, legislative changes go into effect authorizing the Commission to regulate landlords and third-party billers who submeter or handle energy utility service billing in shared-metered residential buildings.

The new laws may require changes to your billing, equipment maintenance, accounting and record keeping practices as well as the language used in leases and communications to tenants.

The new Minnesota Statutes are 216B.022, 216B.023, 216B.024, and 504B.216. The statutes expand the Commission's authority over billing of charges, billing practices and dispute resolution and extend greater consumer protections to tenants. The full text of the laws are found on the Minnesota Revisor's Office at www.revisor.mn.gov.

Consider consulting your legal counsel to ensure full compliance with the law and to understand your new responsibilities to tenants and the Commission. These responsibilities include the format and basis for billing, providing written notices to tenants, and addressing dispute resolution.

If you have questions, contact the Commission's Consumer Affairs Office at consumer.puc@state.mn.us or 800-657-3782. Please be advised that Commission staff are not able to give legal advice.

TO: Utility Commission Members



FROM: Lindsay Townsend, Utility
Billing Clerk

DATE: 01/09/2025

Meeting Date: 01/16/2025

SUBJECT: Utility Billing Update

Agenda Item: 4d

- Past Due Accounts as of January 9th:

120 days – 4

90 days – 7

60 days – 20

30 days – 77

- Currently have 1050 accounts on the AMI system.
- December 2024 Billing Summary – 13,855,533 Gallons Billed

<u>Service</u>	<u>Total Amount</u>
WATER	140486.19
W-SERVICE CHARG	26124.66
STATE TAX	1976.06
HERM CITY TAX	429.26
DULUTH CITY TAX	2.21
SEWER	143379.45
S-SERVICE CHARG	7845.67
SEWER FRONT FT	70.74
WATER LATE FEES	1125.78
SEWER LATE FEES	1080.74
STORMWATER LATE	266.70
STORMWATER	75673.03
COUNTY TAX	143.67
Grand Totals:	398604.16

2024 Review

Assessment Searches Completed	227	\$9,580.00 Billed
I&I Inspections Completed	59	Billed by Inspecting Company
Sod Discounts Issued	11	\$1,679.89 Credited
UC Approved Sewer Credits	1	\$213.20 Credited
Contractor ROW Permits	51	\$2,550.00 Billed
Delinquent Utility Accts Certified to SLC	64	\$13,161.91 (includes \$100 fee per acct)

2023 Review

Assessment Searches Completed	202	\$8,800.00 Billed
I&I Inspections Completed	60	Billed by Inspecting Company
Sod Discounts Issued	8	\$1,276.34 Credited
UC Approved Sewer Credits	3	\$1,662.96 Credited
Contractor ROW Permits	84	\$4,200 Billed
Delinquent Utility Accts Certified to SLC	44	\$8,687.20 (includes \$100 fee per acct)



UTILITY COMMISSION MEETING DATE: January 16, 2025

TO: Utility Commissions

FROM: Trish Crego, Utility and Infrastructure Director

SUBJECT: Duluth Water Infrastructure Surcharge

RECOMMENDATION:

OTHER:

REQUESTED ACTION

The Utility Commission is requested to review and recommend the method for which the City of Hermantown shall adjust and distribute our increased water surcharge fees from the City of Duluth

BACKGROUND

The City of Hermantown Utility Commission is being asked to update the City’s water fees. On November 20 the city of Duluth met with Hermantown to explain that the EPA (Environmental Protection Agency) has ordered Duluth to make 40 million dollars in repairs to its water infrastructure. Thus Hermantown and other communities they are supplying water to will take on a portion of this cost via a water surcharge fee of over \$18,000/month. Our finance department has provided two options for how pay for this fee:

Option A to have an increased tiered scale depending on the size of the meter or

Option B have a flat \$7.50/ month fee that would be across the board. .

Staff is recommending Option B for ease of processing.

SOURCE OF FUNDS (if applicable)

N/A

ATTACHMENTS

Duluth handout
Rate Attachment

Duluth Water System Water Infrastructure Surcharge

Consecutive Community Ratios

2023				
	<u>Duluth</u>	<u>Hermantown</u>	<u>Proctor</u>	<u>Rice Lake</u>
Rate	various	\$3.80	\$3.80	\$3.80
Annual Volume CCF	3,101,931.00	254,867.00	132,665.00	24,066.00
Annual Meter Charges	\$2,437,671.42	\$1,578.84	\$1,578.84	\$3,145.09
Percent of Use Calc	88.29%	7.25%	3.78%	0.68%
2023 Annual Billing				
CCF x Rate + Meter Chg	\$15,043,181.65	\$970,073.44	\$505,705.84	\$94,595.89
2023 Avg Monthly Bill	\$1,253,598.47	\$80,839.45	\$42,142.15	\$7,882.99

Proposed WIS Revenue				
	<u>Duluth</u>	<u>Hermantown</u>	<u>Proctor</u>	<u>Rice Lake</u>
Proposed Annual WIS				
\$3M x Percentage of use	\$2,648,560.18	\$217,616.25	\$113,275.00	\$20,548.57
Proposed Monthly WIS				
Annual / 12	\$220,713.35	\$18,134.69	\$9,439.58	\$1,712.38
Monthly Bill	\$1,253,598.47	\$80,839.45	\$42,142.15	\$7,882.99
Monthly Proposed WIS	\$220,713.35	\$18,134.69	\$9,439.58	\$1,712.38
Proposed Monthly Bill				
Based on 2023 Rate	\$1,474,311.82	\$98,974.14	\$51,581.74	\$9,595.37

Option A					
Meter Size	# of Accts	Minus Irrigation Accts	Total Accts	Duluth Fee	Monthly Total
.75"	2229	33	2196	\$ 7.25	\$ 15,921.00
1"	160	23	137	\$ 8.00	\$ 1,096.00
1.5"	65	3	62	\$ 9.00	\$ 558.00
2"	38	3	35	\$ 10.00	\$ 350.00
3"	13	0	13	\$ 11.00	\$ 143.00
4"	3	0	3	\$ 12.00	\$ 36.00
6"	1	0	1	\$ 13.00	\$ 13.00
Total:					\$ 18,117.00

Option B					
Meter Size	# of Accts	Minus Irrigation Accts	Total Accts	Duluth Fee	Monthly Total
.75"	2229	33	2196	\$ 7.50	\$ 16,470.00
1"	160	23	137	\$ 7.50	\$ 1,027.50
1.5"	65	3	62	\$ 7.50	\$ 465.00
2"	38	3	35	\$ 7.50	\$ 262.50
3"	13	0	13	\$ 7.50	\$ 97.50
4"	3	0	3	\$ 7.50	\$ 22.50
6"	1	0	1	\$ 7.50	\$ 7.50
Total:					\$ 18,352.50

260 Cable TV Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (100) Commit
456100							
456101	Cable						
	101 Full-Time Employees - Regular	390.77	4,599.13	4,583.00	4,583.00	-16.13	100 %
	103 Part-Time Employees - Regular	550.00	6,600.00	6,815.00	6,815.00	215.00	97 %
	121 PERA Contributions -	30.55	360.05	344.00	344.00	-16.05	105 %
	128 Social Security	58.69	698.35	707.00	707.00	8.65	99 %
	129 Medicare	14.04	163.72	165.00	165.00	1.28	99 %
	131 Health Insurance	70.50	1,024.72	1,006.00	1,006.00	-18.72	102 %
	133 Life Insurance	0.77	8.97	8.00	8.00	-0.97	112 %
	134 Disability Insurance	1.19	13.96	15.00	15.00	1.04	93 %
	136 MSRS	4.80	61.02	62.00	62.00	0.98	98 %
	151 Workers Compensation	0.00	11.23	17.00	17.00	5.77	66 %
	209 Computer Equipment	0.00	27,618.92	0.00	0.00	-27,618.92	%
	308 Legal Fees	0.00	273.00	500.00	500.00	227.00	55 %
	319 Contracted Services	0.00	0.00	2,000.00	2,000.00	2,000.00	%
	331 Travel Expense	16.62	203.00	0.00	0.00	-203.00	%
	404 Equipment Maintenance	0.00	0.00	14,000.00	14,000.00	14,000.00	%
	Account Total:	1,137.93	41,636.07	30,222.00	30,222.00	-11,414.07	138 %
	Account Group Total:	1,137.93	41,636.07	30,222.00	30,222.00	-11,414.07	138 %
	Fund Total:	1,137.93	41,636.07	30,222.00	30,222.00	-11,414.07	138 %

601 Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (100) Commit
494300 Water Distribution							
494300 Water Distribution							
101	Full-Time Employees - Regular	12,444.40	134,848.88	172,962.00	172,962.00	38,113.12	78 %
102	Full-Time Employees - Overtime	2,235.15	1,968.58	20,900.00	20,900.00	18,931.42	9 %
121	PERA Contributions -	1,250.96	11,819.08	14,540.00	14,540.00	2,720.92	81 %
128	Social Security	837.91	9,171.61	12,019.00	12,019.00	2,847.39	76 %
129	Medicare	231.73	2,180.66	2,811.00	2,811.00	630.34	78 %
131	Health Insurance	5,426.55	72,141.28	81,651.00	81,651.00	9,509.72	88 %
133	Life Insurance	19.07	196.07	216.00	216.00	19.93	91 %
134	Disability Insurance	70.36	711.30	1,066.00	1,066.00	354.70	67 %
136	MSRS	30.00	381.44	520.00	520.00	138.56	73 %
151	Workers Compensation	0.00	5,324.01	7,960.00	7,960.00	2,635.99	67 %
212	Motor Fuels	409.36	5,119.36	7,000.00	7,000.00	1,880.64	73 %
216	Uniforms	27.50	395.07	600.00	600.00	204.93	66 %
219	Other Operating Equipment	0.00	6,526.79	5,000.00	5,000.00	-1,526.79	131 %
221	General Supplies	0.00	12,200.11	6,000.00	6,000.00	-6,200.11	203 %
228	Utility System Maint Supplies	0.00	49,267.81	39,000.00	39,000.00	-10,267.81	126 %
314	Computer/Software Fees	0.00	0.00	4,000.00	4,000.00	4,000.00	%
315	School & Conference	0.00	964.28	2,500.00	2,500.00	1,535.72	39 %
319	Contracted Services	750.00	750.00	5,000.00	5,000.00	4,250.00	15 %
321	Telephone	0.00	0.00	1,304.00	1,304.00	1,304.00	%
325	Postage	0.00	46.74	0.00	0.00	-46.74	%
331	Travel Expense	0.00	1,702.67	500.00	500.00	-1,202.67	341 %
351	Legal Notices Publishing	0.00	0.00	250.00	250.00	250.00	%
361	General Liability Insurance	0.00	6,064.28	5,884.00	5,884.00	-180.28	103 %
382	Water Purchases	0.00	933,862.89	1,069,200.00	1,069,200.00	135,337.11	87 %
404	Equipment Maintenance	917.01	3,041.11	4,000.00	4,000.00	958.89	76 %
406	Vehicle Maintenance	0.00	366.33	2,000.00	2,000.00	1,633.67	18 %
413	Equipment Rental	708.40	1,033.40	7,500.00	7,500.00	6,466.60	14 %
417	Uniform Rental	0.00	0.00	500.00	500.00	500.00	%
451	Dues & Subscriptions	46.00	717.00	700.00	700.00	-17.00	102 %
460	Permits & Licenses	0.00	1,160.75	1,500.00	1,500.00	339.25	77 %
470	Booster Pump Repairs	0.00	0.00	250.00	250.00	250.00	%
471	Water Line Repairs	106.91	50,382.57	40,000.00	40,000.00	-10,382.57	126 %
472	Hydrant Repairs	2,525.43	14,734.11	15,000.00	15,000.00	265.89	98 %
	Account Total:	28,036.74	1,327,078.18	1,532,333.00	1,532,333.00	205,254.82	87 %
	Account Group Total:	28,036.74	1,327,078.18	1,532,333.00	1,532,333.00	205,254.82	87 %
494400 Water Administration and General							
494400 Water Administration and General							
101	Full-Time Employees - Regular	8,576.99	83,850.68	108,750.00	108,750.00	24,899.32	77 %
102	Full-Time Employees - Overtime	150.31	150.31	602.00	602.00	451.69	25 %
103	Part-Time Employees - Regular	257.92	2,566.10	0.00	0.00	-2,566.10	%
121	PERA Contributions -	680.11	8,242.86	8,156.00	8,156.00	-86.86	101 %
128	Social Security	534.41	6,462.88	6,743.00	6,743.00	280.12	96 %
129	Medicare	126.49	1,512.88	1,577.00	1,577.00	64.12	96 %
131	Health Insurance	2,332.60	34,809.61	38,239.00	38,239.00	3,429.39	91 %
133	Life Insurance	18.90	222.77	206.00	206.00	-16.77	108 %
134	Disability Insurance	42.39	484.53	522.00	522.00	37.47	93 %
136	MSRS	96.01	1,220.66	1,248.00	1,248.00	27.34	98 %
151	Workers Compensation	0.00	519.01	763.00	763.00	243.99	68 %

601 Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (100) Commit
201	Office Supplies	1.86	119.96	200.00	200.00	80.04	60 %
202	Printing Supplies	0.00	281.21	300.00	300.00	18.79	94 %
301	Audit/Account Services	0.00	8,497.50	8,550.00	8,550.00	52.50	99 %
303	Banking Fees	1,068.63	13,702.21	13,000.00	13,000.00	-702.21	105 %
304	Parcel Research Fees	0.00	90.00	0.00	0.00	-90.00	%
305	Engineer Fees	-2,267.50	190.00	11,000.00	11,000.00	10,810.00	2 %
308	Legal Fees	0.00	636.00	4,000.00	4,000.00	3,364.00	16 %
314	Computer/Software Fees	0.00	2,147.00	2,100.00	2,100.00	-47.00	102 %
315	School & Conference	0.00	0.00	1,000.00	1,000.00	1,000.00	%
319	Contracted Services	15.90	10,558.61	10,000.00	10,000.00	-558.61	106 %
321	Telephone	415.39	5,848.81	5,000.00	5,000.00	-848.81	117 %
322	Internet	47.84	673.85	470.00	470.00	-203.85	143 %
323	Gopher One Call Locates	0.00	1,098.31	1,100.00	1,100.00	1.69	100 %
325	Postage	0.00	595.66	450.00	450.00	-145.66	132 %
331	Travel Expense	83.08	1,034.14	1,300.00	1,300.00	265.86	80 %
351	Legal Notices Publishing	0.00	940.50	2,000.00	2,000.00	1,059.50	47 %
361	General Liability Insurance	0.00	13,422.26	12,103.00	12,103.00	-1,319.26	111 %
381	Electricity	782.09	8,301.24	10,500.00	10,500.00	2,198.76	79 %
383	Heating Gas	368.46	1,812.03	4,900.00	4,900.00	3,087.97	37 %
405	Computer Maintenance	16.50	29,069.35	32,380.00	32,380.00	3,310.65	90 %
420	Depreciation Expenses	0.00	0.00	250,000.00	250,000.00	250,000.00	%
451	Dues & Subscriptions	0.00	165.00	75.00	75.00	-90.00	220 %
460	Permits & Licenses	0.00	66.25	0.00	0.00	-66.25	%
720	Transfer Out	0.00	71,447.50	71,447.00	71,447.00	-0.50	100 %
	Account Total:	13,348.38	310,739.68	608,681.00	608,681.00	297,941.32	51 %
	Account Group Total:	13,348.38	310,739.68	608,681.00	608,681.00	297,941.32	51 %
495000	Transfer Out						
495000	Transfer Out						
	720 Transfer Out	0.00	25,000.00	25,000.00	25,000.00	0.00	100 %
	Account Total:	0.00	25,000.00	25,000.00	25,000.00	0.00	100 %
	Account Group Total:	0.00	25,000.00	25,000.00	25,000.00	0.00	100 %
	Fund Total:	41,385.12	1,662,817.86	2,166,014.00	2,166,014.00	503,196.14	77 %

602 Sewer Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (100) Commit
494500 Sewer Maintenance							
494500 Sewer Maintenance							
101	Full-Time Employees - Regular	8,407.62	87,406.29	127,878.00	127,878.00	40,471.71	68 %
102	Full-Time Employees - Overtime	1,341.09	1,181.16	15,200.00	15,200.00	14,018.84	8 %
121	PERA Contributions -	821.17	7,959.37	10,731.00	10,731.00	2,771.63	74 %
128	Social Security	559.60	6,203.52	8,871.00	8,871.00	2,667.48	70 %
129	Medicare	152.37	1,472.48	2,075.00	2,075.00	602.52	71 %
131	Health Insurance	3,497.46	46,135.52	59,978.00	59,978.00	13,842.48	77 %
133	Life Insurance	13.99	147.39	162.00	162.00	14.61	91 %
134	Disability Insurance	46.23	473.64	784.00	784.00	310.36	60 %
136	MSRS	30.00	381.44	416.00	416.00	34.56	92 %
151	Workers Compensation	0.00	3,978.64	5,943.00	5,943.00	1,964.36	67 %
212	Motor Fuels	272.91	3,412.91	5,000.00	5,000.00	1,587.09	68 %
216	Uniforms	27.50	395.07	5,000.00	5,000.00	4,604.93	8 %
219	Other Operating Equipment	0.00	0.00	2,500.00	2,500.00	2,500.00	%
228	Utility System Maint Supplies	0.00	35,995.09	6,000.00	6,000.00	-29,995.09	600 %
229	Lift Station Maintenance	0.00	0.00	10,000.00	10,000.00	10,000.00	%
314	Computer/Software Fees	0.00	0.00	5,000.00	5,000.00	5,000.00	%
315	School & Conference	0.00	1,326.66	1,500.00	1,500.00	173.34	88 %
317	Personnel Testing, Physicals,	0.00	356.18	450.00	450.00	93.82	79 %
319	Contracted Services	0.00	25,584.00	20,000.00	20,000.00	-5,584.00	128 %
325	Postage	0.00	16.96	40.00	40.00	23.04	42 %
331	Travel Expense	0.00	0.00	600.00	600.00	600.00	%
361	General Liability Insurance	0.00	2,638.55	2,086.00	2,086.00	-552.55	126 %
385	Sewer Charges	48,468.00	618,974.00	735,900.00	735,900.00	116,926.00	84 %
403	Road Maintenance	0.00	0.00	15,000.00	15,000.00	15,000.00	%
404	Equipment Maintenance	0.00	5,658.96	5,000.00	5,000.00	-658.96	113 %
406	Vehicle Maintenance	0.00	1,734.00	0.00	0.00	-1,734.00	%
413	Equipment Rental	0.00	1,700.00	3,500.00	3,500.00	1,800.00	49 %
451	Dues & Subscriptions	0.00	0.00	150.00	150.00	150.00	%
460	Permits & Licenses	0.00	55.00	1,500.00	1,500.00	1,445.00	4 %
475	Sewerline Repairs	-275.28	83.81	15,000.00	15,000.00	14,916.19	1 %
476	Lift Station Repairs Sewer	0.00	4,940.30	12,500.00	12,500.00	7,559.70	40 %
477	I & I Maintenance	0.00	0.00	15,000.00	15,000.00	15,000.00	%
478	Sewer Cleaning	1,400.00	61,745.00	40,000.00	40,000.00	-21,745.00	154 %
590	Pumping Plant & Lift Stations	0.00	18,433.00	40,000.00	40,000.00	21,567.00	46 %
	Account Total:	64,762.66	938,388.94	1,173,764.00	1,173,764.00	235,375.06	80 %
	Account Group Total:	64,762.66	938,388.94	1,173,764.00	1,173,764.00	235,375.06	80 %
494900 Sewer Administration and General							
494900 Sewer Administration and General							
101	Full-Time Employees - Regular	8,576.99	83,850.72	108,750.00	108,750.00	24,899.28	77 %
102	Full-Time Employees - Overtime	150.31	150.31	602.00	602.00	451.69	25 %
103	Part-Time Employees - Regular	257.92	2,566.10	0.00	0.00	-2,566.10	%
121	PERA Contributions -	680.11	8,242.86	8,156.00	8,156.00	-86.86	101 %
128	Social Security	534.41	6,462.88	6,743.00	6,743.00	280.12	96 %
129	Medicare	126.49	1,512.88	1,577.00	1,577.00	64.12	96 %
131	Health Insurance	2,332.60	33,159.62	38,239.00	38,239.00	5,079.38	87 %
133	Life Insurance	18.90	222.77	206.00	206.00	-16.77	108 %
134	Disability Insurance	42.39	484.53	522.00	522.00	37.47	93 %
136	MSRS	96.01	1,220.66	1,248.00	1,248.00	27.34	98 %

602 Sewer Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (100) Commit
151	Workers Compensation	0.00	519.01	763.00	763.00	243.99	68 %
201	Office Supplies	0.00	90.85	200.00	200.00	109.15	45 %
202	Printing Supplies	0.00	281.22	310.00	310.00	28.78	91 %
301	Audit/Account Services	0.00	8,497.50	8,550.00	8,550.00	52.50	99 %
303	Banking Fees	1,068.62	13,702.15	12,000.00	12,000.00	-1,702.15	114 %
305	Engineer Fees	0.00	0.00	2,500.00	2,500.00	2,500.00	%
308	Legal Fees	0.00	240.00	2,500.00	2,500.00	2,260.00	10 %
314	Computer/Software Fees	0.00	2,147.00	2,000.00	2,000.00	-147.00	107 %
315	School & Conference	0.00	0.00	1,000.00	1,000.00	1,000.00	%
319	Contracted Services	15.90	7,494.84	12,000.00	12,000.00	4,505.16	62 %
321	Telephone	231.57	3,566.27	4,500.00	4,500.00	933.73	79 %
322	Internet	71.75	1,010.75	850.00	850.00	-160.75	119 %
323	Gopher One Call Locates	0.00	706.69	900.00	900.00	193.31	79 %
325	Postage	0.00	397.11	450.00	450.00	52.89	88 %
331	Travel Expense	83.08	1,034.14	1,300.00	1,300.00	265.86	80 %
351	Legal Notices Publishing	0.00	0.00	300.00	300.00	300.00	%
361	General Liability Insurance	0.00	16,705.26	15,627.00	15,627.00	-1,078.26	107 %
381	Electricity	825.16	9,339.66	9,500.00	9,500.00	160.34	98 %
383	Heating Gas	230.29	1,132.52	4,500.00	4,500.00	3,367.48	25 %
405	Computer Maintenance	16.50	26,805.86	29,951.00	29,951.00	3,145.14	89 %
420	Depreciation Expenses	0.00	0.00	560,000.00	560,000.00	560,000.00	%
434	Employee Recognition	0.00	0.00	100.00	100.00	100.00	%
451	Dues & Subscriptions	0.00	165.00	50.00	50.00	-115.00	330 %
460	Permits & Licenses	0.00	66.25	0.00	0.00	-66.25	%
720	Transfer Out	0.00	25,326.00	25,326.00	25,326.00	0.00	100 %
	Account Total:	15,359.00	257,101.41	861,220.00	861,220.00	604,118.59	30 %
	Account Group Total:	15,359.00	257,101.41	861,220.00	861,220.00	604,118.59	30 %
495000	Transfer Out						
495000	Transfer Out						
	720 Transfer Out	0.00	25,000.00	25,000.00	25,000.00	0.00	100 %
	Account Total:	0.00	25,000.00	25,000.00	25,000.00	0.00	100 %
	Account Group Total:	0.00	25,000.00	25,000.00	25,000.00	0.00	100 %
	Fund Total:	80,121.66	1,220,490.35	2,059,984.00	2,059,984.00	839,493.65	59 %

603 Storm Water Enterprise Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (100) Commit
441100	Storm Water						
441100	Storm Water						
101	Full-Time Employees - Regular	8,897.31	93,823.40	79,331.00	79,331.00	-14,492.40	118 %
102	Full-Time Employees - Overtime	964.64	858.02	4,151.00	4,151.00	3,292.98	21 %
121	PERA Contributions -	801.74	8,411.48	6,239.00	6,239.00	-2,172.48	135 %
128	Social Security	571.10	6,546.51	5,157.00	5,157.00	-1,389.51	127 %
129	Medicare	148.39	1,545.60	1,206.00	1,206.00	-339.60	128 %
131	Health Insurance	3,251.78	46,215.85	30,223.00	30,223.00	-15,992.85	153 %
133	Life Insurance	16.77	186.22	137.00	137.00	-49.22	136 %
134	Disability Insurance	47.91	509.87	425.00	425.00	-84.87	120 %
136	MSRS	59.99	762.83	728.00	728.00	-34.83	105 %
151	Workers Compensation	0.00	1,496.92	2,224.00	2,224.00	727.08	67 %
201	Office Supplies	0.00	63.32	0.00	0.00	-63.32	%
221	General Supplies	0.00	14.99	0.00	0.00	-14.99	%
301	Audit/Account Services	0.00	5,615.00	5,700.00	5,700.00	85.00	99 %
304	Parcel Research Fees	0.00	9,952.02	0.00	0.00	-9,952.02	%
305	Engineer Fees	5,247.44	123,706.11	20,000.00	20,000.00	-103,706.11	619 %
308	Legal Fees	441.00	1,646.00	1,500.00	1,500.00	-146.00	110 %
310	Recording/Filing Fees	0.00	0.00	500.00	500.00	500.00	%
314	Computer/Software Fees	0.00	2,147.00	1,500.00	1,500.00	-647.00	143 %
319	Contracted Services	378.75	66,002.20	60,000.00	60,000.00	-6,002.20	110 %
325	Postage	0.00	0.00	500.00	500.00	500.00	%
331	Travel Expense	27.70	567.05	300.00	300.00	-267.05	189 %
351	Legal Notices Publishing	0.00	297.00	200.00	200.00	-97.00	149 %
403	Road Maintenance	0.00	48,720.77	50,000.00	50,000.00	1,279.23	97 %
405	Computer Maintenance	0.00	5,080.55	7,080.00	7,080.00	1,999.45	72 %
413	Equipment Rental	0.00	60,386.00	20,000.00	20,000.00	-40,386.00	302 %
451	Dues & Subscriptions	0.00	2,380.00	2,000.00	2,000.00	-380.00	119 %
530	Improvements Other Than Bldgs	0.00	79,527.86	400,000.00	400,000.00	320,472.14	20 %
550	Street Improvements	0.00	0.00	200,000.00	200,000.00	200,000.00	%
720	Transfer Out	0.00	26,687.50	26,687.00	26,687.00	-0.50	100 %
	Account Total:	20,854.52	593,150.07	925,788.00	925,788.00	332,637.93	64 %
	Account Group Total:	20,854.52	593,150.07	925,788.00	925,788.00	332,637.93	64 %
	Fund Total:	20,854.52	593,150.07	925,788.00	925,788.00	332,637.93	64 %

605 Street Lighting & Traffic Signalization

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (100) 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	0.00	40,000.00	40,000.00	40,000.00	%
	381 Electricity	3,693.39	39,646.56	0.00	0.00	-39,646.56	%
	Account Total:	3,693.39	39,646.56	45,000.00	45,000.00	5,353.44	88 %
	Account Group Total:	3,693.39	39,646.56	45,000.00	45,000.00	5,353.44	88 %
	Fund Total:	3,693.39	39,646.56	45,000.00	45,000.00	5,353.44	88 %
	Grand Total:	147,192.62					
			0.00				
			3,557,740.91	5,227,008.00	5,227,008.00	1,669,267.09	68 %

**Public Works
Utility Maintenance Report**

Meeting Date:	1/16/2025			
Reporting Period:	From:	11/1/2024	To:	12/31/2024

1. Water Utility

a. **Project Update**

i. **Peyton Acres**

a. Phase 3 planning for 2025

ii. AMI Water Radio replacement

1. Have Received approximately all radios from initial order

a. Installed 1050 or so radios

2. Continue install in 2025- Goal to be completed in 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. 2 repairs required in December

1. Hwy 53 & Do North Pizza

2. Ugstad Road

ii. Hawk Circle Tower

1. Solicited Quotes for a replacement of the mixer that is non-functional

a. Work is authorized with Maguire Iron

i. Warranty mixer was installed on 12/19&20/2024

2. Sewer

a. **Project Update**

b. Lift Stations

i. Upgrades/general maintenance to pumps

c. Sewer Plugs/Cleaning

i. None in this time frame

3. Stormwater

a. Project Update

i. None at this time

4. Other Notes

a. **City of Duluth Infrastructure fee**

i. Coming in 2025 and beyond

1. Hermantown will pay roughly 8% of their costs

a. Determined by usages

b. All users are paying their percentage

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: 1/10/2025



1/16/2025

SUBJECT: Utility & Infrastructure Director Agenda Item: 8c

New Improvements

- Hermantown Road is almost finished, warranty items, patches and ground cover left
- Fichtner Park is almost finished bleachers, building finishes, and ground cover left
- Arena Phase Two and Phase Three construction is underway

Developer and Building Projects

- New residential Buildings From 1/2024 through 12/2024– 147 applications (+100 Remodels/Additions/Auxiliary structures)
- New Commercial Buildings From 1/2024 through 12/2024 – 31 applications (22 Remodels)
- Peyton Acres: Phase 3 plat has been approved. Utility and Infrastructure plans will come to the city in early spring 2025. Several new homes are going in now on Phase 2
- Russ Bradley’s -We approved a utility extension plan and agreement in October he is in the process of installing now

Future Developments under Feasibility Studies

- Hawklane Industrial development at Ugstad and Hwy 53- sanitary extension and lift station upgrade- The city ordered engineering for the project and hired NCE for the work. The DEED grant funding \$2 million came in. “The grant will assist in funding the construction of public utilities and streets into a new 35-acre business park. The venture – dubbed Hawklane Business Park – is estimated to attract more than \$80 million in private investment and create nearly 300 jobs. The total project in cost is projected at just under \$5 million, with the non-grant portion funded by private investment and a match from the City of Hermantown.”
- 2nd Water Connection from Duluth- In 2022, the City of Hermantown contracted with The main was extended but not connected at that time. The City has hired SEH to provide the necessary engineering services to design and oversee the construction of the 2025 connection. Oil boring complete and nothing unusual was noted

Other Council Items

- NCE's contract for city engineer was renewed
- We have instated a ROW Ordinance
- We updated the Stormwater ordinance
- We updated our fee schedule (attached)

City of Hermantown - 2024 Water Loss Report

Reading Date	Haines Rd	Hermantown	Usage Diff	Percent Difference	Water				Total Accounted	Total	
	Booster Station	Billed			Main	Truck	Temp	City		Unaccounted	Percent
	(Gallons)	(Gallons)			Breaks	Fill Station	Meter	Usage		Gallons	Unaccounted
1/15/2024	14,733,042	13,519,278	1,213,764	8.2%	100,000	11,900		43,344	155,244	1,058,520	7.2%
2/15/2024	14,681,497	13,095,461	1,586,036	10.8%		7,800		18,226	26,026	1,560,010	10.6%
3/15/2024	14,729,713	12,950,376	1,779,337	12.1%	250,000	9,800		20,256	280,056	1,499,281	10.2%
4/15/2024	14,549,423	12,877,006	1,672,417	11.5%	200,000	9,300		54,139	263,439	1,408,978	9.7%
5/15/2024	14,591,101	12,911,125	1,679,976	11.5%		34,700		34,474	69,174	1,610,802	11.0%
6/14/2024	15,521,256	14,838,431	682,825	4.4%		78,500		16,870	95,370	587,455	3.8%
7/15/2024	15,406,489	15,005,286	401,203	2.6%		58,200	39,332	26,423	123,955	277,248	1.8%
8/15/2024	18,528,708	16,419,844	2,108,864	11.4%	256,600	57,900	148,132	15,317	477,949	1,630,915	8.8%
9/16/2024	17,365,912	15,831,963	1,533,949	8.8%	200,000	62,100	66,730	21,805	350,635	1,183,314	6.8%
10/15/2024	15,875,230	14,167,749	1,707,481	10.8%	50,000	22,300	157,522	21,506	251,328	1,456,153	9.2%
11/15/2024	14,733,543	13,357,611	1,375,932	9.3%		85,600		22,563	108,163	1,267,769	8.6%
12/16/2024	14,755,041	13,855,533	899,508	6.1%		33,400		20,628	54,028	845,480	5.7%
	185,470,955		16,641,292		1,056,600	471,500	411,716	315,551	2,255,367	14,385,925	
									Total Percent of Water from Booster Station Unaccounted For: 7.76%		



Western Lake Superior Sanitary District
 2626 Courtland Street
 Duluth, MN 55806-1894
 (218) 722-3336

Invoice Date	12/31/2024
Invoice Number	842020241231
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
123124HER1	12/31/24	01/15/25		Wastewater Charges			\$51,838.00
123124HER2	12/31/24	01/15/25		2023 Adjustment			(\$3,370.00)

Current	1-30 Days	31-60 Days	Over 60 Days	Amount Due
\$48,468.00	\$0.00	\$0.00	\$0.00	\$48,468.00

2024 FLOW AND LOADINGS
SUMMARY ONLY

Hermantown
(Haines Road Metering Station)

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

MONTH	TOTAL	AVG	PEAK HR	TOTAL	AVG	TOTAL	AVG
	FLOW	FLOW	FLOW RATE	BOD	BOD	SS	SS
	MG	MGD	MGD	LBS	LBS/DAY	LBS	LBS/DAY
JANUARY	11.4388	0.3690	0.6175	19,220	620	19,158	618
FEBRUARY	11.1899	0.3859	0.6028	16,269	561	19,546	674
MARCH	11.0882	0.3577	0.5845	19,065	615	20,274	654
APRIL	13.7033	0.4568	0.7750	18,840	628	22,080	736
MAY	14.9014	0.4807	1.0621	20,212	652	21,204	684
JUNE	15.6020	0.5201	2.5930	16,800	560	21,450	715
JULY	12.7693	0.4119	0.6464	19,313	623	24,335	785
AUGUST	11.9267	0.3847	0.7115	18,569	599	21,576	696
SEPTEMBER	10.7343	0.3578	0.5540	17,160	572	21,720	724
OCTOBER	10.1801	0.3284	0.5128	21,235	685	18,321	591
NOVEMBER	10.2243	0.3408	0.6329	12,540	418	17,460	582
DECEMBER							
TOTAL or AVG	133.7583	0.3993		199,223	595	227,124	678

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: BLK

2024 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	AVG	PEAK HR	TOTAL	AVG	TOTAL	AVG
	FLOW	FLOW	FLOW RATE	BOD	BOD	SS	SS
	MG	MGD	MGD	LBS	LBS/DAY	LBS	LBS/DAY
JANUARY	19.8157	0.6392	1.0201	33,193	1,071	33,131	1,069
FEBRUARY	18.6132	0.6419	1.0140	28,651	988	31,928	1,101
MARCH	18.5455	0.5983	0.8977	31,504	1,016	32,713	1,055
APRIL	23.7902	0.7930	1.3461	35,665	1,189	38,905	1,297
MAY	26.2995	0.8484	1.6341	39,224	1,265	40,216	1,297
JUNE	27.1636	0.9055	3.2651	36,085	1,203	40,735	1,358
JULY	20.9440	0.6756	1.0769	32,948	1,063	37,970	1,225
AUGUST	18.9147	0.6101	1.2401	30,225	975	33,232	1,072
SEPTEMBER	17.0963	0.5699	0.8674	27,772	926	32,332	1,078
OCTOBER	16.5412	0.5336	0.8342	31,845	1,027	28,931	933
NOVEMBER	17.1400	0.5713	1.1738	24,075	802	28,995	966
DECEMBER							
TOTAL or AVG	224.8639	0.6712	Allocation	351,187	1,048	379,088	1,132
2024 BUDGET		0.6500	3.8000		1,150		1,100

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Email: grant.brown@wlssd.com

Initialed By: JLM
Initialed By: BLK

2024 FLOW AND LOADINGS
SUMMARY ONLY

Bayview Interceptor
(City of Hermantown)

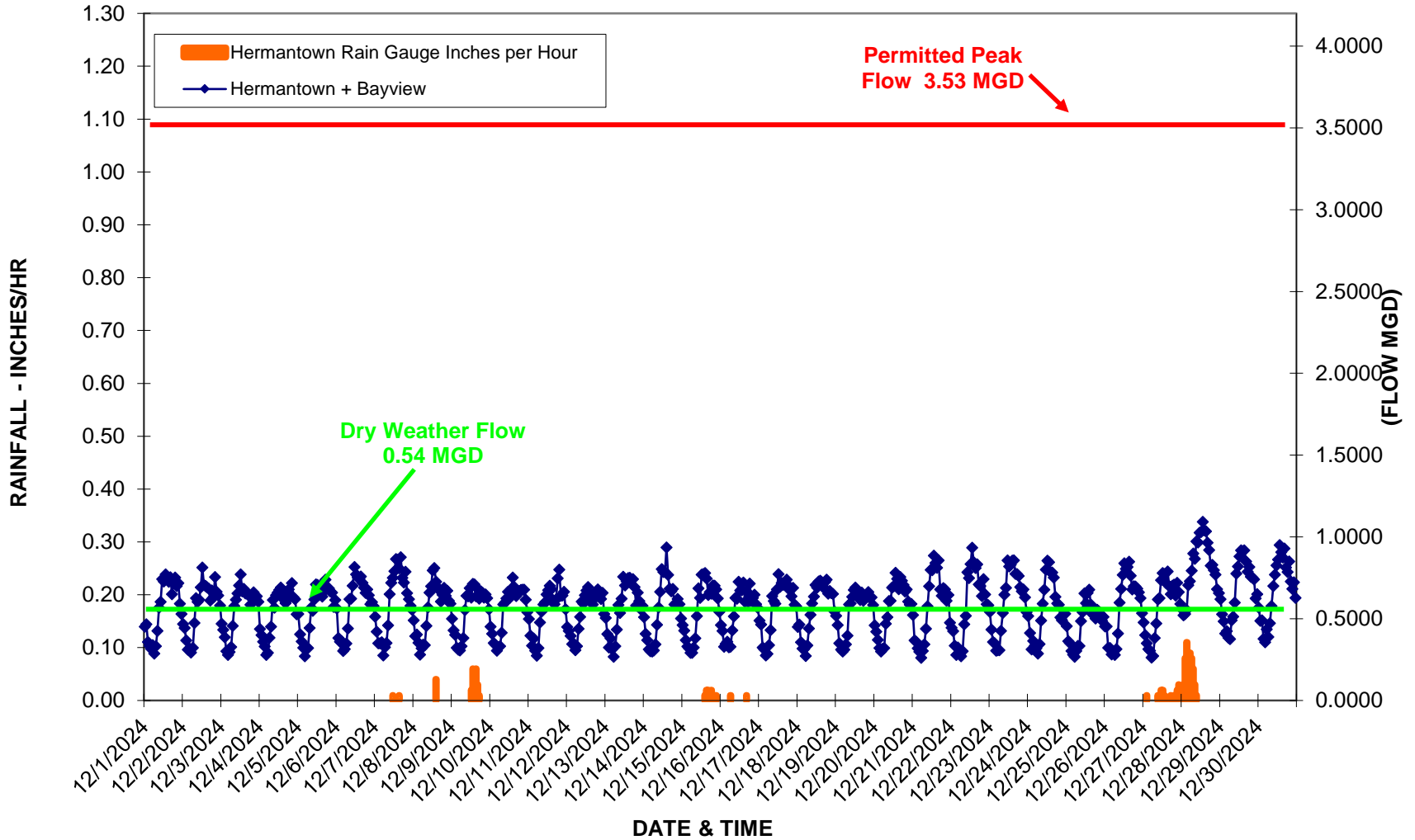
BOD Biochemical Oxygen Demand
SS Suspended Solids
FLOW Million Gallons per Day

MONTH	TOTAL	AVG	PEAK HR	TOTAL	AVG	TOTAL	AVG
	FLOW	FLOW	FLOW RATE	BOD	BOD	SS	SS
	MG	MGD	MGD	LBS	LBS/DAY	LBS	LBS/DAY
JANUARY	8.3769	0.2702	0.4517	13,973	451	13,973	451
FEBRUARY	7.4233	0.2560	0.4605	12,382	427	12,382	427
MARCH	7.4573	0.2406	0.3993	12,439	401	12,439	401
APRIL	10.0869	0.3362	0.5774	16,825	561	16,825	561
MAY	11.3981	0.3677	0.6731	19,012	613	19,012	613
JUNE	11.5616	0.3854	0.6838	19,285	643	19,285	643
JULY	8.1747	0.2637	0.4843	13,635	440	13,635	440
AUGUST	6.9880	0.2254	0.5286	11,656	376	11,656	376
SEPTEMBER	6.3620	0.2121	0.3548	10,612	354	10,612	354
OCTOBER	6.3611	0.2052	0.3657	10,610	342	10,610	342
NOVEMBER	6.9157	0.2305	0.5409	11,535	384	11,535	384
DECEMBER							
TOTAL or AVG	91.1056	0.2720		151,964	454	151,964	454

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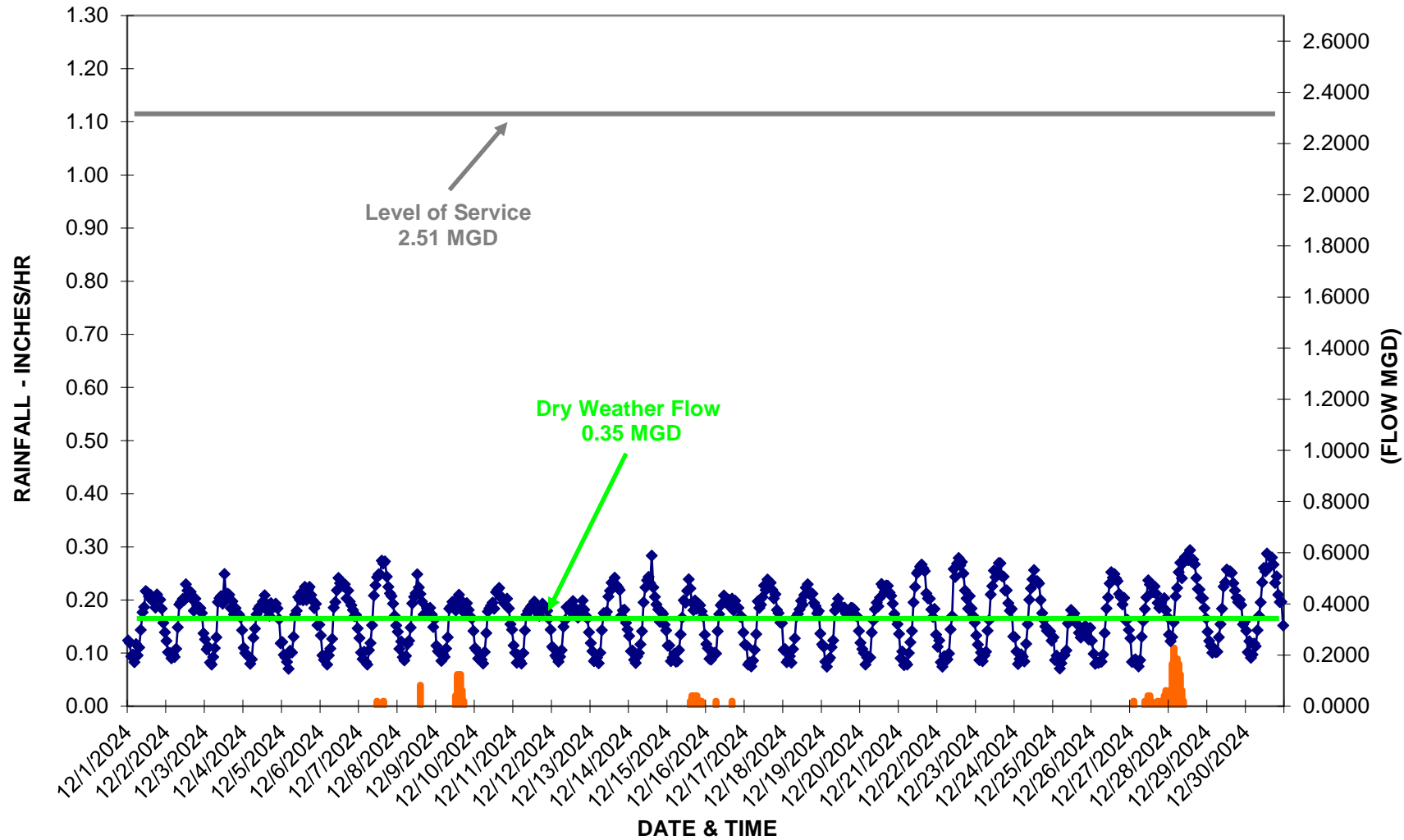
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Hermantown Flow + Bayview December 2024

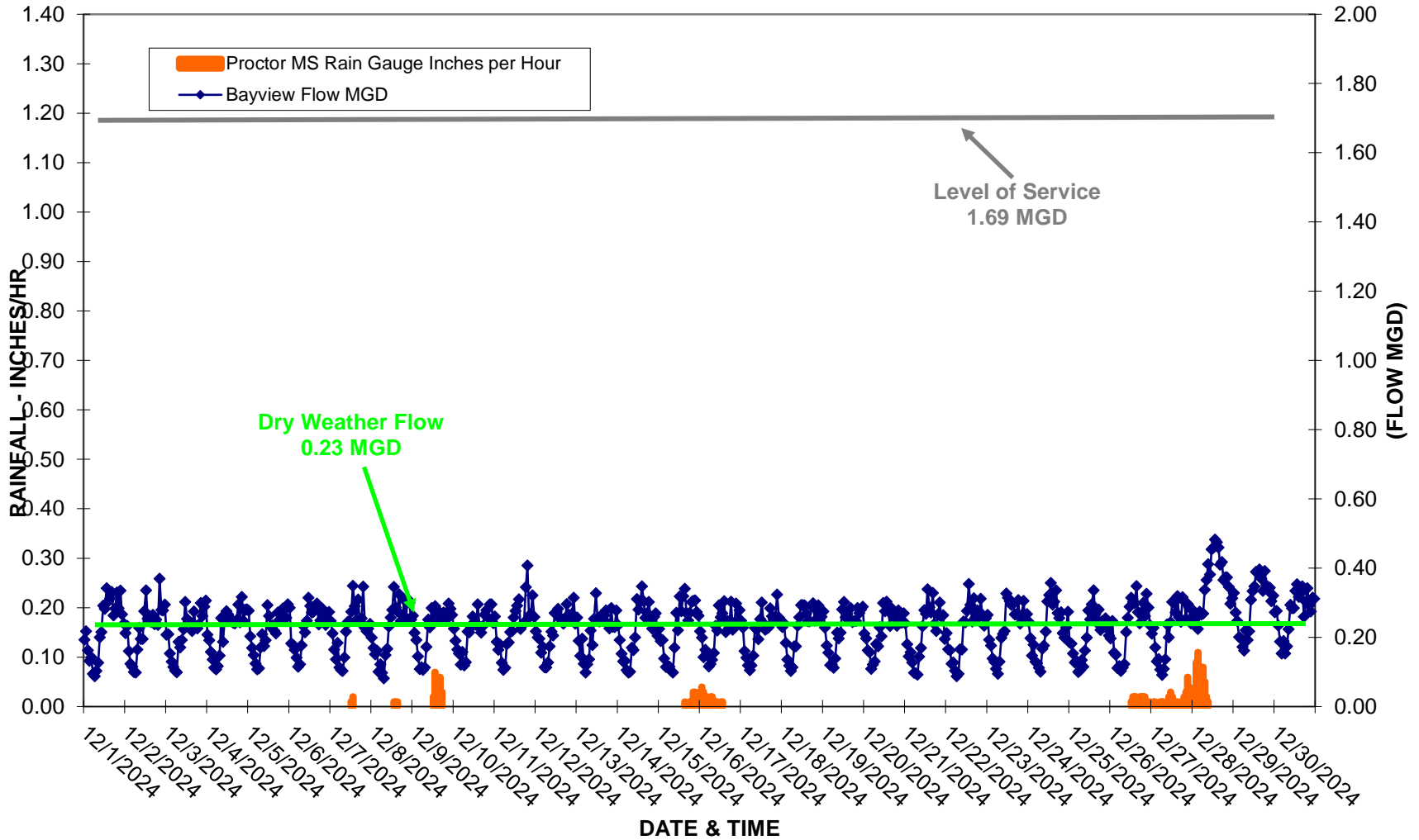




Hermantown Flow - Haines Road December 2024



BAYVIEW METERING STATION December 2024





Comfort Systems

Serving the City of Duluth

Account No.	Service Address	Billing Date
230516840-001	4335 HAINES RD	12/09/2024

000063

Service Period	Meter Readings
----------------	----------------

Service Period	Meter No	Read Dates	Days	Previous	Current	Rate	Usage	Unit of Measure
11/02/2024 - 12/02/2024	B50012997	11/01/2024-12/02/2024	30	1057135	1076716	4.150	19581	CCFW
Previous Balance	\$87,028.42							
Penalties	\$0.00							
Adjustments	\$0.00							
Payments Received	\$87,028.42 CR							
Balance at Billing	\$0.00							
Current Billing								

Charge Code	Amount
WATER FIXED CHG.....	131.57
WATER	81261.15

UTILITY RATE INCREASES APPROVED BY THE PUBLIC UTILITIES COMMISSION ARE EFFECTIVE JANUARY 1, 2025

Current Charges	\$81,392.72	Amount Due will be Bank Drafted
Balance Due	\$81,392.72	
Due Date	12/30/2024	Amount Due
		\$81,392.72

Account No.	Due Date	Amount Due	Amount Paid
230516840-001	12/30/2024	\$81,392.72	

Service Address
4335 HAINES RD
DULUTH MN 55811

Mailing Address

IF MAILING PAYMENT PLEASE INCLUDE THIS STUB

CITY OF HERMANTOWN
5105 MAPLE GROVE RD
HERMANTOWN MN 558110



CITY OF DULUTH COMFORT SYSTEMS
PO BOX 860643
MINNEAPOLIS, MN 55486-0643

Pending New Connections

Address	Service Type	Owner
3645 Haines Rd	Sewer	Tim Carlson
3813 Stebner Rd	Water & Sewer	Clear Vision Builders
3815 Stebner Rd	Water & Sewer	Clear Vision Builders
3825 Stebner Rd	Water & Sewer	Nordski Builders
3829 Stebner Rd	Water & Sewer	Nordski Builders
3873 Getchell Rd	Water & Sewer	Mike Smolnikar
3909 Okerstrom Rd	Sewer	Robin Johnson
3920 Merganser Lane	Water & Sewer	Bryan & Sarah Karl
3935 Teal Ln	Water & Sewer	Craig Honkola
3950 Wood Duck Ln	Water & Sewer	Jack & Samantha Kolar
4054 Misty Morning Dr	Water & Sewer	3W Properties (Duplex)
4716 Lindgren Rd	Water & Sewer	Joe Peterson - Goodwill
5014 Miller Trunk Hwy	Water & Sewer	Kolar Hyundai
5146 Country Rd	Sewer	Tony & Sarah Bown
5120 Hermantown Rd	Water (extending the main)	Russ Bradley
5122 Hermantown Rd	Water (extending the main)	Russ Bradley
49xx Anderson Rd	Water & Sewer	Joe Jerulle

Pending New Stormwater Accounts

Address	Owner
5454 Maple Grove Rd	Benjamin Tessier
5867 St Louis River Rd	Dennis Flynn
5113 Sheridan Rd	Tyler Miller
3737 Ugstad Rd	Amber Tanski
XXXX Sangstrom Rd	Erick VanBaalén