

**CITY OF HERMANTOWN  
UTILITY COMMISSION AGENDA**

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

**CITY STAFF:** Paul Sens, Public Works Director; Trish Crego, Utility & Infrastructure Director; Joe Wicklund, Assistant City Administrator

**VISITORS: 0**

**1. ROLL CALL**

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

**2. MINUTES**

*Approval or Correction*

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

B. 05/15/2025 Meeting Minutes

Motion to approve May 15th, 2025 meeting minutes. This motion, made by Doug Kerfeld 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	

**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 – *Placed on file*
- B. Utility Billing Update – *Placed on file*
- C. Water Sample Results – *Jim mentioned that some levels are above the limit. Paul said that the State of MN will make us address if it is of concerning level.*
- D. MN Department of Health - Annual Fee Increase Notification – *Placed on file – follow up at next meeting on current rate and billing process.*
- E. WLSSD 2026 Budget Schedule – *Jim mentioned that it would be interesting if someone attends.*

5. **PRESENTATIONS**

*Joe Wicklund spoke about a potential water and sewer expansion in the future in the Southwest area of Hermantown.*

6. **OLD BUSINESS**

*None*

7. **NEW BUSINESS**

*None*

8. **REPORTS**

- A. Budget to Actual Expenditure Report – *Placed on file*
- B. Public Works Director Report – *Paul added that the City may consider adding a radio tower at Firehall 2 for water radios.*
- C. Utility & Infrastructure Director Report – *Placed on file*
- D. Water Loss Report – *Placed on file*
- E. WLSSD Monthly Flow - Rain Fall & Flow Report – *Doug noted that the spikes seem less than what they have been in the past.*
- F. Comfort Systems Invoice – *Placed on file*
- G. New Connections Report – *Placed on file*

9. **COMMISSION MEMBERS REPORT**

- A. Jim Samberg – *No*
- B. William Berg - *Absent*

- C. Robert McLachlan – *No report*
- D. Doug Kerfeld – *No report*
- E. James Sweeney – *Mentioned that there will be an Uptown meeting mailing soon*
- F. Councilor Andy Hjelle – *No report*

10. **RECESS**

*(motion, roll call)*

Motion to adjourn at 6:21pm. This motion, made by Doug Kerfeld 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