

## **DULUTH PUBLIC UTILITIES COMMISSION**

### **Meeting Minutes November 10, 2010**

**Members Present:** John Bruggeman, Councilor Jay Fosle, Councilor Kerry Gauthier, Jennifer Vossen Julsrud, Linda Ross Sellner

**Staff Present:** Bob Asleson, Jim Benning, Leanna Gilbert, Howard Jacobson, Steve Lipinski, Eric Shaffer, Glenn Strid

**Members Absent:** Councilor Daniel Hartman and Patrick Huston

**Call to Order:** The meeting was called to order at 5:16 p.m. by President Julsrud.

#### **Approval of previous meeting minutes**

#### **Old business:**

#### **I&I appeals and Water & Gas Appeals Board**

The Building Appeals Board is currently hearing I&I and Water & Gas appeals. Jim Benning explained that the DPUC would be the appropriate board to hear these appeals. It is City staff's recommendation that the DPUC request that Council makes these changes. Staff would be present at all hearings to present information to the commissioners. After some discussion, the commissioners voted unanimously to accept these duties.

#### **Bylaws and ethics policy**

The commission had originally agreed that meetings should be held at 5:15 p.m. in City Hall Room 106A. Commissioners agreed that Article IV of the bylaws should be changed to reflect this. Commissioners voted to strike the last part of Article VIII which required that the bylaws be approved at a regular meeting. The bylaws were passed unanimously with the aforementioned changes. The ethics policy was also passed unanimously.

#### **Mission statement**

President Julsrud provided a draft version of the mission statement for the commissioners. Approval of this document was tabled until the next meeting.

#### **Water utility budget**

Commissioners and staff discussed various methods of obtaining funding to replace water mains.

#### **WLSSD rate increase**

Marianne Bohren, Executive Director of WLSSD, explained how the WLSSD budget is determined and answered questions from the commission.

#### **New business:**

#### **Updates from staff**

Commissioner Bruggeman asked about sanitary sewer overflows. Staff explained that there were two recent overflows. One overflow was at the 52<sup>nd</sup> Ave E & Dodge storage tank and released about 500,000 gallons. The other overflow was much smaller. This was the first wet weather overflow this year. Our strategies for I&I reduction have been very successful.

The storage tank at 21<sup>st</sup> Ave E and Water Street (Lakeside Interceptor Phase 2) is substantially complete if anyone wants to drive by and take a look at it.

### **Upcoming Council actions**

The only noteworthy resolution going to Council is one for the complete reconstruction of the streets and utilities in the Riverside neighborhood. We are hoping to receive grant money in 2011 to fund this.

### **15 month plan for DPUC**

After the education phase is over, the commission will be able to work on long-term planning. Next month will be a regular meeting with emphasis on the gas utility. Howard Jacobson and Pete Upton will give a Gas 101 presentation. In January the focus will be on the stormwater utility. Jim Benning sent out appointments for 2011 meetings. Meetings should always be on the second Wednesday of the month. Councilor Gauthier requested that any information that has been handed out to current commissioners be available for the new Councilor that comes in January. Staff will mail paper copies of meeting packets to Commissioner Sellner instead of sending it via e-mail at the commissioner's request. President Julsrud requested a long-term capital improvements plan. Eric Shaffer and Steve Lipinski explained that these vary based on Council decisions and funding availability.

### **Sewer utility budget and infrastructure**

Staff provided informational documents including the sanitary sewer utility rate history from 2002 to present, the sanitary sewer fund and clean water fund capital projects budget for 2011-2015, the sanitary sewer fund cash projection for 2010-2012, sanitary sewer fund transfers to the general fund, the number of lateral lines installed and also the number of sump pumps installed and inspected. Staff answered questions regarding the above topics. Howard Jacobson gave each commissioner a copy of the video "Liquid Assets."

### **Agenda for next meeting**

The next meeting will be in City Hall Room 106A on Wednesday, December 8, 2010, at 5:15 p.m. The commission will discuss old business items first and then focus on the gas utility.

### **Tour of facility**

Al Parrella led the tour of WLSSD after the meeting.

**Adjournment:** The meeting was adjourned at 7:22 p.m.

A recording of this meeting is available upon request.