



City of Duluth

411 West First Street
Duluth, Minnesota 55802

Minutes - Draft

Duluth Public Utilities Commission.

Tuesday, September 16, 2025

5:15 PM

Council Chambers, City Hall, 411 West First Street

CALL TO ORDER

President Ryan called the meeting to order at 5:15 p.m.

ROLL CALL

Members Present: Councilor Deborah DeLuca, Councilor Wendy Durrwachter, Derek Medved, Carrie Ryan, Brad Scott, Councilor Terese Tomanek

Members Absent: Andrea Crouse

Staff Present: Nick Anderson, Jim Benning, Cyndi Falconer, Leanna Gilbert, Chris Ostern, Lydia Schroeder, Howie Smith, Kerry Venier

PUBLIC COMMENT PERIOD

There were no comments from the public at this time.

APPROVAL OF MINUTES

[DPUC159](#) Aug. 19, 2025 DPUC meeting minutes draft

Indexes:

Attachments: [08192025 DPUC meeting minutes draft](#)

The August 19, 2025 meeting minutes were approved (DeLuca abstained).

NEW BUSINESS

Paperless billing

Lydia Schroeder gave a presentation on ebilling as previously requested by commissioners. City staff proposed charging a bill printing fee of \$0.63 to cover printing costs and to encourage the use of paperless billing. There was some discussion about payment options and having a credit card surcharge instead of a bill printing fee. Vice President Medved and Commissioner Durrwachter would like to see a side-by-side comparison of the bill printing fee and a credit card surcharge. Jim Benning will ask City Auditor Josh Bailey to attend the October meeting to answer questions about credit card surcharges. President Ryan and Commissioner Scott suggested having more marketing about the paperless billing option.

UPDATES FROM STAFF

Howie Smith reported on various projects including design of the filtration system at Lakewood, replacement of small diameter steel gas pipe in Central Hillside, Irving Park stormwater, and water reservoirs.

Cyndi Falconer reported that about 1,350 lead service replacements have been done this year. There were questions about how long it takes to replace a service, future funding, and the completion date.

COMMISSIONER QUESTIONS OR COMMENTS

President Ryan asked about the boil water notice in Lakeside. Howie Smith responded that there was a power outage that put Upper Lakeside Booster Station offline for a while and caused some equipment failure. The Minnesota Department of Health recommended putting out the boil notice just in case contaminants had entered the system. City staff did some testing in that neighborhood and found no contaminants.

UPCOMING COUNCIL ACTIONS

Jim Benning mentioned resolutions for easements and a resolution awarding design of the filter system to AE2S.

PREVIEW OF UPCOMING BUSINESS

The next regular meeting is scheduled for Tuesday, October 21, 2025 at 5:15 p.m. in City Council Chambers. A resolution setting 2026 utilities fees will be coming soon. The Commission will continue to discuss paperless billing. The House Capital Investments Committee will be doing a tour of the water treatment plant the morning of October 8.

KNOWN ABSENCES FOR FUTURE MEETINGS

No absences were mentioned.

ADJOURNMENT

The meeting was adjourned at 6:02 p.m.