



City of Duluth

411 West First Street
Duluth, Minnesota 55802

Minutes - Final

Duluth Public Utilities Commission.

Tuesday, October 15, 2019

5:15 PM

Council Chambers, City Hall, 411 West First Street

CALL TO ORDER

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

ROLL CALL

Members Present: Councilor Zack Filipovich, Howard Jacobson, Chris McIntosh, Rob Prusak, Carrie Ryan, Councilor Joel Sipress

Members Absent: Councilor Arik Forsman

Staff Present: Jodi Amundson, Bob Asleson, Leanna Gilbert, Courtney Kile, Jenae Pitoscia, Lydia Schroeder, Eric Shaffer, Glenn Strid, John Upton

[DPUC003](#) Tianna Stringer appeal

Indexes:

Attachments: [Tianna Stringer appeal received 10042019](#)

[Tianna Stringer PUC Appeal Response 2019-10-07](#)

Ms. Stringer appealed the excessive water usage on a recent utility bill. She requested that someone check her water meter and that her bill be reduced to her average usage. After some discussion about what could have caused the excessive water usage on the appellant's utility bill, the Commission agreed that Ms. Stringer should be responsible for the water usage but not the sewer usage. Commissioner Sipress motioned that Ms. Stringer be refunded for all but ten CCF of sewer usage for a total of \$164.72. The motion was approved by all present.

APPROVAL OF MINUTES

[DPUC001](#) September 17, 2019 minutes

Indexes:

Attachments: [09172019 DPUC meeting minutes](#)

Commissioner Jacobson motioned to approve the minutes, and the motion was approved by all present.

UNFINISHED BUSINESS

[DPUC002](#) Proposed changes to customer security deposits

After some questions and clarification, Commissioner Filipovich motioned to approve the proposed changes to customer security deposits. The motion was approved by all present. Staff will prepare an ordinance amending Chapter 48 for City Council to consider.

UPDATES FROM STAFF

Eric Shaffer reported on various projects including Superior Street water main, Woodland Avenue water and gas, McCuen Street, Decker Road gas main and catch basins, and lining on Park Point. He also mentioned that there have been some overflows at 18th Street and Minnesota Avenue because of the recent wet weather. Leanna Gilbert mentioned some procedural changes including the format of agendas and minutes, the requirement of a public comment period at each meeting, and a Board and Commission Handbook that will be available soon. Commissioners agreed that the public comment period should be at the beginning of each regular meeting. They also agreed that a procedure for the public comment period should be added to the bylaws. Staff will prepare a resolution amending the bylaws for the next regular meeting.

UPCOMING COUNCIL ACTIONS

Eric Shaffer reported that the Michigan Street gas main resolution went back on the Council agenda. No other actions were mentioned.

COMMISSIONER QUESTIONS OR COMMENTS

President Prusak mentioned having a separate water meter for outdoor water usage in Green Bay, and that water usage did not have a sewer component. He also mentioned using winter averages to determine summer billing. Jodi Amundson replied that there is a sprinkling credit based on the winter average plus one unit, which begins in May. There are also customers with separate meters for outdoor water usage. The sprinkling credit must be requested by the customer and is usually for single family homes.

Commissioner Filipovich requested that staff check the water meter for Ms. Stringer. Courtney Kile asked the appellant if they would like the meter changed.

PREVIEW OF UPCOMING BUSINESS

The next regular meeting is scheduled for Tuesday, November 19, 2019 at 5:15 p.m. in City Council Chambers. The Commission will consider a resolution amending the bylaws regarding procedures for a public comment period at meetings. Commissioners would like to revisit the stormwater discussion in January.

KNOWN ABSENCES FOR FUTURE MEETINGS

No absences were mentioned.

ADJOURNMENT

The meeting was adjourned at 6:08 p.m.