

MINUTES

Regular Board Meeting

Monday, February 24, 2025

5:00 PM

Board Members Present: Julene Boe, Marcia Podratz, Laura Ness, Jim Aird, Paul Thomsen, and Jack Ezell

Members Absent: Dave Manderfeld and Rob Schilling

Staff Present: Marianne Bohren, Carrie Clement, Lacie Jurek, Brandon Kohlts, Chase Poppenhagen, Cathy Remington, Tim Lundell, and Lauri Amundson

Legal Present: Dave Oberstar-Fryberger Law Firm

Guest: Eric Johnson/City of Hermantown

Chair Boe called the meeting to order at 5:01 PM.

1. Agenda Review

2. Old Business

3. Approval of Consent Agenda Items

3.1 Regular Board Minutes: January 27, 2025

[Regular Board Meeting - Jan 27, 2025 - Minutes - Draft.pdf](#)



3.2 Board Member vouchers for January

[January Board Voucher .pdf](#)

3.3 Payment vouchers dated January 22 through February 18, 2025

[Board Register 2.18.25 \(002\).pdf](#)

To approve the Consent Agenda Items

Moved by: Marcia Podratz

Seconded by: Jim Aird

The Motion Passes

4. New Business Items for Discussion and Approval

Operations and Planning

- 4.1 Approval of the Hermantown Comprehensive Plan
Brandon Kohlts reviewed the Hermantown Comprehensive Plan that was presented at the Operations and Planning meeting.

[Hermantown Comprehensive Plan](#) 

[06_Hermantown_CP_Infrastructure.pdf](#) 

The Operations and Planning Committee recommends that the Board approve the City of Hermantown's revised comprehensive plan as it pertains to wastewater management and utilities.

Moved by: Jim Aird

Seconded by: Jack Ezell

The Motion Passes

- 4.2 Approval of Resolution 25-01: Recognizing the Pollution Prevention Efforts of the Sappi Cloquet Mill
Marianne discussed the contribution Sappi makes toward meeting the mercury reduction goals.

[Approval of Resolution 25-01 Recognizing the Pollution Prevention Efforts of the Sappi Cloquet Mill](#) 

[Resolution 25-01.pdf](#) 

The Operations and Planning Committee recommends that the Board approve the attached Resolution 25-01 recognizing the Sappi Cloquet Mill's pollution prevention efforts.

Moved by: Paul Thomsen

Seconded by: Laura Ness

Aye Jack Ezell, Jim Aird, Julene Boe, Laura Ness,
Paul Thomsen, Marcia Podratz, and Loren
Lilly

The Motion Passes 7-0

4.3 Approval of Bid #1497 Ferric Chloride

[Approval of Bid # 1497 Ferric Chloride.pdf](#) 

The Operations and Planning Committee recommends the Board approve awarding Bid #1497 to Hawkins Water Treatment Group for \$1,238.46/dry ton for twelve (12) months.

Moved by: Jack Ezell

Seconded by: Paul Thomsen

The Motion Passes

4.4 Approval of Bid #1493; Emulsion Polymer (EPAM)

[Approval of Bid #1493; Emulsion Polymer \(EPAM\).pdf](#) 

The Operations and Planning Committee recommends award of Bid #1493 to SNF Polydyne in the amount of \$1.545/lb. for twelve (12) months.

Moved by: Jim Aird

Seconded by: Laura Ness

The Motion Passes

4.5 Approval of RFP# 1496; MRC Roll-off Services

[RFP #1496 - Approval of MRC Roll-off Services](#) 

The Operations and Planning Committee recommends that the Board approve awarding RFP #1496 MRC Roll-Off Container Services contract to Waste Management at an annual estimated cost of \$204,294.33 (WLSSD retaining scrap metal revenue). This contract is funded from the annual MRC operating and maintenance budget (51000-55704).

Moved by: Marcia Podratz

Seconded by: Jim Aird

The Motion Passes

Finance

- 4.6 Approval of Resolution 25-02 for the 2025-2026 Area Chambers of Commerce Dues.

[2025-2026 Dues for Area Chambers of Commerce](#) 

[Resolution 25-02; Dues for Area Chambers of Commerce.pdf](#)



The Finance Committee recommends that the Board authorize membership in these Chambers of Commerce for 2025-2026 dues payments in the total amount of \$2,910.

Moved by: Jim Aird

Seconded by: Jack Ezell

Aye Jack Ezell, Jim Aird, Julene Boe, Laura Ness, Marcia Podratz, Paul Thomsen, and Loren Lilly

The Motion Passes 7-0

Personnel

- 4.7 Approval of the Human Resources Generalist Job Description

[Approval of Human Resources Generalist Job Description](#) 

[Human Resources Generalist.pdf](#) 

The Personnel Committee recommends that the Board approve the updated Human Resources Generalist job description.

Moved by: Jim Aird

Seconded by: Marcia Podratz

The Motion Passes

4.8 Approval of Resolution 25-03: Establishing Executive Director Salary

The Personnel Committee recommends that the Board approve Resolution 25-03, establishing the Executive Director's salary based on the annual performance evaluation.

Moved by: Jim Aird

Seconded by: Laura Ness

Aye Jack Ezell, Jim Aird, Julene Boe, Laura Ness, Marcia Podratz, Paul Thomsen, and Loren Lilly

The Motion Passes 7-0

5. Committee Reports

- 5.1 Committee of the Whole
- 5.2 Finance
- 5.3 Operations and Planning
- 5.4 Personnel
- 5.5 Legislative
- 5.6 Board Governance
- 5.7 Board Member Comments

6. Reporting

- 6.1 Communications
Marianne reviewed the monthly Communications.
- 6.2 Monthly Financials
Cathy Remington reported the financials for January.

[January Financial Statements.pdf](#) 

- 6.3 NPDES

Tim Lundell Reported the NPDES for January. There were no sewage releases in January.

[2025 February Board January NPDES - PDF.pdf](#) 

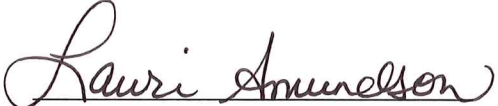
6.4 Executive Director

Carrie Clement talked about WLSSD attending the Duluth and St. Louis County Days at the State Capitol. There were five Board members and four staff members lobbying. There was a record number of people at the event. The event will be discussed further at the Legislative meeting in March.


Rusty Keller was announced by Carrie as the new Electrical Maintenance & Reliability Manager, starting on February 24, 2025.

7. Legal Counsel

8. Executive Session (staff excused)


Recording Secretary


Rob Schilling, Vice Chair


Marcia Podratz, Board Secretary

The meeting adjourned at 5:47 p.m.