



405 2nd Avenue West
Halstad, MN 56548

Halstad Municipal Utilities Commission met 1/16/19 at 5:00 PM at the Utilities Office.

Commissioners Darin Johnson, Tom Maroney, Ron Gotteberg and Lucas Spaeth- Superintendent, Bruce Lee were present.

Additions to agenda – Bruce Lee

Approval of agenda – Motion Darin, Second Ron, M/C

Approval of minutes – Motion Darin, Second Ron, M/C

Bruce Lee- Customers underground service line experienced multiple outages following utility work in the back yard. After the last outage equipment in the hot tub malfunctioned and would like reimbursement for the motor. Gotteberg motioned to credit the reimbursement to Mr. Lee over a five month period on his utility bill Second by Johnson. M/C

Check and credit card approval – Motion Gotteberg, Second Johnson, to approve expenditures. M/C

Reviewed Profit & Loss Statement and Balance Sheet- Reviewed

Generation- Updated control status has not been finished, Spaeth was directed to work through the details to finalize the upgrades.

2019 Budget was reviewed. Commissioners agreed to review Budget to Actual as year progresses.

Paulsrud water service line- Spaeth reported the verbal request from Kevin Paulsrud to serve water to a farm yard north of Halstad. Commissioners discussed not incurring costs for the project and the feasibility of having quality pressure to customer. Spaeth will discuss with requestor.

Johnson Jetline- Spaeth reported that the main waste water line on 3rd St E south of High school building is slow and utilities staff have spent time cleaning on a monthly basis to help flow. Spaeth has contacted Johnson Jetline to camera and plan improvement with affected customer and upcoming street projects.

Highway 75 utility project- Spaeth reported that MNDOT requires a 46” depth of crossings for utilities and if need to move we will wait until we have a designed Storm Sewer depth. It will be possible for utilities personnel to be on site for the digging around utility crossings to take place in 2019. Highway lighting project will not likely bid from HMU. Overhead wires will need to be removed prior to start date 6-10-19.

Well Head Protection Plan- next meeting will take place with MDH in April. Final plan due April 2020.

Superintendent Report- Discussed valve riser repairs that will take place with the city street project; also the inspection and valve exercising to take place prior. HMU employees will be attending NMPA, Minnkota, APPA, MMUA, and MRWA in the following months for training and meetings. Spaeth discussed City business, Street and Levee work taking place.

Next Regular Meeting Date – February- March.

Other-
Meeting Adjourned 6:50pm
Secretary
Lucas Spaeth