



405 2nd Avenue West
Halstad, MN 56548

Halstad Municipal Utilities Commission met 6/7/19 at 9:00 AM at the Utilities Office.

Commissioners President Tom Maroney, Ron Gotteberg, and Lucas Spaeth- Superintendent,

Additions to agenda –

Approval of agenda – Motion Gotteberg, Second Maroney, M/C

Approval of minutes – Motion Gotteberg, Second Maroney, M/C

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

Reviewed Profit & Loss Statement and Balance Sheet- Reviewed
Budget vs Actual- Reviewed

Generation- LMCIT Insurance is reviewing component failures at Generation/ Substation site. Local Adjuster visited last week and took pictures.

Highway 75 utility project- update from Spaeth on progress and start date in June.

Military Leave update- Commissioners asked to receive email link to the state statute we follow. Discussed payments for absence of Military personnel matching incomes as staff was working. Information needs to be shared by staff personnel using Military leave. Check with LMC for guidance and report to Commission.

DER-M-MIP- Motion by Gotteberg to approve M-MIP seconded by Maroney. M/C

Office temporary employee- Discussed program with Valley Innovation Program to offer training and school credits to students. Student would learn bookkeeping/ billing/ customer service, and computer skills. Gotteberg Motioned to offer VIP program for office student seconded by Maroney. M/C

Waste Water Treatment Facility Permit was reviewed and discussed some testing costs that are included with the state to collect data for future use. Permit looks similar and will be up for public comment this Summer/ Fall.

Maternity Leave Policy- Policy was reviewed and discussed some other offering options. Discussed discretionary items that would be left to the Superintendent to work with personnel and their Leave.

Superintendent Report- Reported survey options for Rail property and that we are still waiting for another survey proposal to compare.

Other business: Commissioners asked to be kept in the loop for the road and street projects this Summer.

Next Regular Meeting Date – July
Meeting Adjourned 10:50 AM
Secretary
Lucas Spaeth