



405 2nd Avenue West
Halstad, MN 56548

Halstad Municipal Utilities Commission met 4/30/20 at 10:00 AM at the Utilities Office.

Commissioners President Tom Maroney, Darin Johnson, Ron Gotteberg
Staff- Lucas Spaeth- Superintendent, Allison Tice- Office Coordinator

Additions to agenda – NA

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

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

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

Financials Reviewed Profit & Loss Statement and Balance Sheet- Reviewed.

COVID-19 Policy reviewed preliminary Sick leave policy for staff. Agree adding language for COVID-19 necessary in policy.

Grocery store water and wastewater lines were inspected after contractor installed last year. The State inspector required the waste line be schedule 40. Also required signatory from HMU Superintendent.

Metering for the generators were improved on April 27th- 29th. Minnkota Power did the install to include 15-minute interval for MISO. North Generator is still needed governor actuator for unit. Commissioners expressed to Superintendent the importance to get this equipment running as designed.

On-bill financing option updated in policy to describe the procedure for consumers to apply and use for OP heating and I& I Infrastructure loans. Criteria set will be key for success in protecting HMU and helping consumers.

Electric Heating Infrastructure Loan Program was reviewed. Criteria for Off peak heating customers to update old or replace other forms of heating equipment; max five-year payback, size of project will be assessed for review and each loan will be approved thought HMU Commissioners. Motion by Gotteberg to approve loan document; Second Johnson. M/C

Isaac Spaeth Electric Heating Infrastructure Loan application for \$10,000 Loan life 5 years. Motion Gotteberg to approve; Second Johnson. M/C

SBA-PPP loan application Resolution- Where HMU has seen loss of work time and definite economic uncertainty during COVID 19 outbreak. HMU commissioners approve resolution for HMU's Officers or Superintendent to sign documents applying for loan and financial assistance established with SBA.

Minnkota Substation transformer upgrade started April 29th and scheduled to be done afternoon April 30. HMU staff has operated generation starting on the 29th through the outage and upgrade. South generator is capable of suppling load to all HMU customers.

Three- phase downgrade request. DeLongs facility has asked that HMU downgrade a three-phase transformer to a single-phase transformer. Staff will plan to assess the work and materials to work with the consumer.

Aeration Industries WWTP blower kit for maintenance \$4424. Motion to approve by Gotteberg; Second Johnson. M/C

Superintendent report Spaeth-

Next Regular Meeting Date – May 11th 10:00 AM

Motion was made to adjourn meeting by Johnson, second Gotteberg. M/C

Meeting Adjourned 11:30 AM
Secretary
Lucas Spaeth