



405 2<sup>nd</sup> Avenue West  
Halstad, MN 56548

## **Halstad Municipal Utilities Commission met 11/23/20 at 2:00 PM 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 to approve by Johnson, Second Gotteberg, M/C

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

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

Financials Reviewed Profit & Loss Statement and Balance Sheet- Financials were reviewed and discussed.  
Gotteberg commented on the need to be better at rate setting for water and sewer.

Water rates and supply were discussed by the Commissioners. Discussion from staff including the Tower and rural water implications with starting a Joint powers entity with neighboring cities. Moore engineering will help with grant writing. Gotteberg stated water rates existing are losing money year over year. Spaeth said looking at 2019 financials we should have been four percent higher. Motion to raise water and sewer rates January 1, 2021 ten percent by Gotteberg. Second Johnson. M/C

Spaeth re-presented the sump pump policy change. Tice and Spaeth both commented that phone calls and questions have been coming. Commissioners commented on the cost in the winter being unnecessary and that a lesser infraction cost should be to start. Commissioners also want to see staff do more to find where the problems exist and to educate the building owners on good practices for everyone with sump pumps. No action on the policy until later date.

Payment Service Network (PSN) online billing and payments will be available. Tice said staff has some more training and the account setup will take until February when we can change from our existing online payments. Customers will get login and account access when PSN is ready.

2021 wages reviewed at three percent for all employees at top of wage scale. Every fulltime employee is at the top of their scale. Motion Gotteberg to approve three percent increase for staff wages. Second Johnson. M/C

Customer Policy review was discussed and will be further reviewed until an upcoming meeting.

Superintendent report- Spaeth added that CARES Act has CHAP funds available for those customers negatively impacted by Pandemic and Norman County has Tri-Valley distribute funds. CHAP is helping many customers having difficulty paying utilities. Spaeth updated Commission on meetings attended and upcoming meetings.

Next Regular Meeting Date – December

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

Meeting Adjourned 3:40 PM

Secretary

Lucas Spaeth