



405 2nd Avenue West
Halstad, MN 56548

Halstad Municipal Utilities Commission met 4/22/21 at 10:00 AM at the Utilities Office.

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

Additions to agenda – NA

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

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

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

Financials Reviewed Profit & Loss Statement and Balance Sheet- Commissioners reviewed monthly statements.

Anthony Everette P.E. representative with Utility Safety & Design (USDI) presented Letter of Proposal for gas utility feasibility study. Everette described the study and options to bring gas from three pipelines and what the study will cost. Commissioners will consider the study and look for some clarification to look at two pipeline options.

Covid 19 update from staff; Office has been opened with safety measures still in place for visitors. City and Utilities will prepare for ARP funding but still need clarification how funds can be used.

Water Supply from East Central Rural Water District was discussed that more information is still being shared between HMU and Rural water district.

Proposal from JK Concrete to fix access to the utilities front door was presented. Costs include labor and concrete \$1750. Motion to approve by Maroney; Second by Gotteberg. M/C

Health Care Savings Plan offered through MN State Retirement System presented by Spaeth. Memorandum of Understanding discussed with Personnel Policy updates. Effective April 22, 2021, Policy established Health Care Savings Plan (HCSP) administered by Minnesota State Retirement System (MSRS) providing the employee leaves Halstad Municipal Utilities in good standing. Upon termination or retirement, \$50 dollars per day (full eight hours) of unused sick leave shall be deposited into HCSP administered by MSRS. Contribution of unused vacation hours shall be allocated to employees HCSP for employees who are pension eligible. HCSP payment shall be made payable to the MSRS as specified under articles applicable to vacation or severance or retirement. This memorandum of agreement will be reviewed every two years for necessary revisions. The payment will be deposited into HCSP on behalf of the eligible employees. These HCSP monies will be utilized 100% tax-free by the employee for eligible medical expenses and premiums.

Motion to adopt plan by Gotteberg; Second Maroney. MC

Spaeth updated Power Outage April 14 and 15th caused by generation controls. Interstate Power systems tested and adjusted set points in Maximum Capacity settings to 3600KW. Generators are set to run continuous at 3400KW

Spaeth updated on happenings with Northern Municipal Power Agency.

Spaeth updated Commissioners of an Incident April 20 with injury to Fuchs Sanitation employee during Spring cleanup.

Superintendent report Spaeth- Reviewed water plant operations and sewer operations. Upcoming meetings with NMPA, APPA, Minnkota, and MMUA.

Next Regular Meeting Date –

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

Meeting Adjourned 12:10 PM

Secretary

Lucas Spaeth