



Halstad Municipal Utilities Commission met 12/4/18 at 5:00 PM at the Utilities Office.

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

Additions to agenda – None

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

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

Check and credit card approval – Motion Ron, Second Darin, M/C

Reviewed Profit & Loss Statement and Balance Sheet

Well head protection plan step 1 public hearing opened 5:15 PM. Present were Maroney, Johnson, Gotteberg, Superintendent Spaeth, and Mayor Delong. No public present. Spaeth discussed Step 1 stating the protection area and supply management area boundary, vulnerability and water quality. Geology and ground water in primary wells screened in sand and gravel aquifer that is beneath clay rich sediment. Vulnerability assessment of Well 2 and 3 completed based on well construction, geologic sensitivity of the aquifer and past monitoring results. Assessment detailed low vulnerability, none of the human caused contaminants for health concern. Continue to work towards Step 2 in Well head protection plan with MRWA and MDH.

Back to Regular scheduled meeting 5:30 PM

Generator/Substation Update – Spaeth reported on black out test performed. Problems with the program and sensing are yet to be fixed. Interstate Power has been working to make right and Spaeth was directed to get next steps and line up contractors to fix.

Wages- Commissioners presented materials surrounding lineman wages and ranging wage scenarios. Based on Maroney's presentation wages would increase to catchup with surrounding lineman wages. Gotteberg motion for all Full time employees 10.91% catchup raise for 2019 second by Maroney. M/C

Policy updates- Spaeth presented Personnel policy Section 5. Subdivision 6. Update to include Supplemental Insurance option for employees choosing to not participate in the Utilities Health Insurance program.

Customer policy Section 4. Water policies minor wording and dollar amount changes to represent current industry practices. Subdivision 5. To allow and set up billing guidelines for all temporary water connections.

Equipment/ Shop- Spaeth reported HMU bucket truck on the actual useful life left and suggested to watch for a replacement. Commissioners want to look and be informed prior to any offer.

2019 Budget- was presented and reviewed. Gotteberg asked that discussing and more time be available to look at the budget for the 2019 year.

2018 employee bonus- Commissioners reviewed policy Motion by Johnson seconded by Maroney to approve according to policy. M/C

Holiday leave- Commission discussed having employees enjoy an extra day off Monday Christmas Eve. Motion Gotteberg second Maroney to extend an additional holiday paid on Christmas Eve 2018.

Superintendent Report- outlined work still happening with Electric underground switchover, temp power to levee pumps, and water tower maintenance likely next year. Discussed City business, Street and Levee work taking place.

Next Regular Meeting Date – Conference call about Generators 12-10-18 January 1- 16-19 5 p.m.

Other-

Meeting Adjourned 7:25pm

Secretary

Lucas Spaeth