



Gary Hanson, Chairperson  
Chris Nelson, Vice Chairperson  
Kristie Fiegen, Commissioner

*South Dakota*

**PUBLIC UTILITIES COMMISSION**

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July 10, 2014

The Honorable Ritchy Gripp  
Mayor, City of Humboldt  
404 S. Madison  
Humboldt, SD 57035

RE: South Dakota 2014 Field Inspection of Garretson Natural Gas Utilities

Dear Mayor Gripp:

This letter and attachments summarize the findings of the field inspection, in reference to the Humboldt natural gas facilities. I would like to thank Daryl Sieverding for meeting with me and providing the required information.

I am pleased to report that there were no enforceable issues found during the inspection. No response to this report is required since there are no enforceable issues. The completed inspection form has also been enclosed that will include additional details such as inspection notes and the inspection issue corrections made prior to the issuance of this report.

Please note the inspection conducted is limited to the specified code sections in the attached inspection forms. The South Dakota Public Utilities Commission (SDPUC) did not examine overall system condition or operability and does not warrant the same under any condition. Other system or code compliance issues may exist. Failure to include such items in this report does not prohibit future SDPUC action nor limit applicability in future inspections.

Please do not hesitate to contact me with any questions or concerns regarding this inspection.

Sincerely,

*Mary Zanter*

Mary Zanter

Pipeline Safety Program Manager

CC: Daryl Sieverding, City of Humboldt, [finance@humboldtsd.com](mailto:finance@humboldtsd.com)  
Amanda Siemonsma, City of Humboldt, [finance@humboldtsd.com](mailto:finance@humboldtsd.com)  
Boice Hillmer, SDPUC, [boice.hillmer@state.sd.us](mailto:boice.hillmer@state.sd.us)

Attachments



# REGULATOR/RELIEF VALVE INSPECTION CHECKLIST

For Gas Pipeline Facilities  
SOUTH DAKOTA PUBLIC UTILITIES COMMISSION

## I. GENERAL INFORMATION

<b>Operator Evaluated</b>	<u>Humboldt Municipal Gas</u>	
<b>Operator IOCS ID</b>	<u>30964</u>	
<b>Inspection Unit IOCS ID</b>	<u></u>	
<b>Contact Person / Title</b> (person interviewed)	<u>Daryl Sieverding</u>	<u>605-661-5268</u>
<b>Responsible Party/Title</b>	<u>Mayor Ritchy Griep</u>	<u></u>
<b>Mailing Address</b>	<u>404 S. Madison, Humboldt, SD 57035</u>	
<b>Inspection Date</b>	<u>7/10/14</u>	
<b>Location of Inspection</b>	<u>Humboldt</u>	
<b>Inspector Name</b>	<u>Mary Zanter</u>	

SCSR - Single Cut Separate Regulator, DCSR - Double Cut Separate Regulator, MS - Monitor Station, GFSNR - Grandfathered w/ No Regulator, FT - farmtap  
 PV - Pop-valve, DO - Direct Operated, PO - Pilot Operated, Int - Internal, WOU - Wide Open Upstream, WOD - Wide Open Downstream

## II. REGULATOR STATION

Station ID								
Location (city)	Humboldt	Humboldt	Humboldt					
Location (street)	DRS	Farm Tap Station 11	TBS					
Station Type (SCSR, DCSR, MS, GFSNR, FT)	SCSR	FT	SCSR					
Atmospheric Corrosion occurring (pitting)	No	No	No					
Surface Rust occurring	No	No	Some					
Protective coating used on soil/air interface	Ok	Ok	Ok					
Condition of soil/air interface	See note	Ok	Ok					
Relief valves locked open	Yes	Yes	Yes					
Relief Type (PV, DO, PO, Int, WOU, WOD)	PO	DO	PO					
Overpressure relief pipe directed to atmosphere	Yes	Yes	Yes					
Vent pipe opening protected from bugs/weather	Yes	Yes	Yes					
Pipeline markers/sign present	Yes	Yes	Yes					
Emergency phone number listed (yes/no)	Yes	Yes	Yes					
Operational (yes/no)	Yes	Yes	Yes					
Location of station (inside/outside)	Inside	Outside	inside					
Type of building ventilation	roof	NA	NA					
Pipe is isolated from contact with building & ground	Yes	NA	NA					
Barricades necessary and installed	Yes	Yes	NA					
Are supports made of non-combustible material	NA	NA	Yes					
Flange bolts through nuts	OK	OK	OK					
Leaks detected audibly or through smell	Yes	NO	No					
System gauge pressure (psi)	No gauge available	No gauge available	No gauge available					
Regulator set point (psi)								
Relief vent pressure (psi)								
Relief vent set point (psi)								

Note: Coating on relief at ground interface beginning to peel.

**2014 South Dakota Pipeline Safety Inspection**  
**Summary of Deficiencies**  
**Operator: Humboldt Municipal Gas Utility**  
**Inspection Types: Field Inspection**  
**Inspection Dates: 7-10-2014**

**Notices of Probable Violation**

Code Section	Code Description	Deficiency Noted	Proposed Corrective Due Date	Penalty Proposed	Maximum Allowable Penalty	Compliance Order Proposed
		None				

**Warnings**

Code Section	Code Description	Deficiency Noted	Warning	Proposed Correction Due Date
		None		

**Notices of Concern**

Code Section	Code Description	Comment
		None



# CUSTOMER METER/SERVICE REGULATOR INSPECTION CHECKLIST

For Gas Pipeline Facilities  
SOUTH DAKOTA PUBLIC UTILITIES COMMISSION

## I. GENERAL INFORMATION

<b>Operator Evaluated</b>	Humboldt Municipal Gas		
<b>Operator IOCS ID</b>	30964		
<b>Inspection Unit IOCS ID</b>			
<b>Contact Person / Title</b> (person interviewed)	Daryl Sieverding	<b>Phone Number</b>	605-661-5268
<b>Responsible Party/Title</b>	Mayor Ritchy Griep	<b>Phone Number</b>	
<b>Mailing Address</b>	404 S. Madison, Humboldt, SD 57035		
<b>Inspection Date</b>	7/10/14	<b>Last Inspection Date</b>	8/8/12
<b>Location of Inspection</b>	Humboldt		
<b>Inspector Name</b>	Mary Zanter		

## II. Customer Meters and Regulators

Location (city or street)		All Meters Reviewed					
Readily accessible and protected from corrosion and other damage	192.353 a	Yes					
Vents terminate outdoors and are:	192.355 b						
Rain and insect resistant	192.355 b 1	Yes					
Away from building opening	192.355 b 2	Yes					
Protected from submergence	192.355 b 3	Yes					
Installed to minimize piping stress	192.357 a	Yes					
Regulator vented outside	192.357 d	Yes					
Atmospheric corrosion present		No					
Gas odor		No					
Rigid support piping		Yes					
Vent screen open		Yes					
Surface rust present		No					

**Comments:**



Gary Hanson, Chairperson  
Chris Nelson, Vice Chairperson  
Kristie Fiegen, Commissioner

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September 15, 2014

The Honorable Ritchy Gripp  
Mayor, City of Humboldt  
404 S. Madison  
Humboldt, SD 57035

RE: 2014 Inspections Closure Letter

Dear Mayor Gripp:

All outstanding issues from the 2014 inspections are now resolved. Please refer to the attached updated Summary of Deficiencies form for details. I would like to thank Amanda Siemonsma and Daryl Sieverding for their diligence in resolving these issues.

Please do not hesitate to contact me with any questions or concerns.

Sincerely,

Mary Zanter  
Pipeline Safety Program Manager

CC: Amanda Siemonsma, Finance Officer, City of Humboldt, [finance@humboldtsd.com](mailto:finance@humboldtsd.com)  
Boice Hillmer, SDPUC, [boice.hillmer@state.sd.us](mailto:boice.hillmer@state.sd.us)

Attachments

**2014 South Dakota Pipeline Safety Inspection  
 Summary of Deficiencies  
 Operator: Humboldt Municipal Gas Utility  
 Inspection Types: Records Inspection  
 Inspection Dates: 2-10-2014**

**Notices of Probable Violation**

Code Section	Code Description	Deficiency Noted	Proposed Correction Due Date	Penalty Proposed	Maximum Allowable Penalty	Compliance Order Proposed
		None				

**Warnings**

Code Section	Code Description	Deficiency Noted	Warning	Proposed Correction Due Date
192.225(b)	Has each welding procedure been recorded in detail, including the results of the qualifying tests?	Welding procedures are generic guidance with no specific weld procedure established. If work needs to occur on the steel system a weld procedure will need to be established. Operator should establish appropriate weld procedures.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	May 28 <sup>th</sup> 2014
192.285(a)(1) 192.285(a)(2) and 192.285(c)	Does operator have copies of employee training dates and type of join training for each employee? (yes or no)	Cannot find Daryl's OQ for 2013 but recorded that it was done 3/1/13.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	May 28th 2014
§192.743	Does the operator perform and document inspections on relief devices not to exceed 15 months but at least once each calendar year to determine the following?	Calculations are missing for 2013.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	May 28th 2014

**Notices of Concern**

Code Section	Code Description	Comment
None		



**2014 South Dakota Pipeline Safety Inspection  
 Summary of Deficiencies  
 Operator: Humboldt Municipal Gas Utility  
 Inspection Types: Drug & Alcohol Program Inspection  
 Inspection Dates: 3/19/14**

**Notices of Probable Violation**

Code Section	Code Description	Deficiency Noted	Proposed Correction Due Date	Penalty Proposed	Maximum Allowable Penalty	Compliance Order Proposed

**Warnings**

Code Section	Code Description	Deficiency Noted	Warning	Proposed Correction Due Date
Drug & Alcohol Protocol A.01.b	<b>A.01.b.</b> Verify that the Anti-Drug Program identifies the covered employees (as defined in §199.3) that are required to be tested for the presence of prohibited drugs [§199.1].	Need to add covered employees to page 45.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	7/1/14
Drug & Alcohol Protocol A.01.c.	<b>A.01.c.</b> If an employer utilizes applicable contractors or subcontractors who perform covered functions and conduct drug testing, education and training as part of the Anti-Drug Program [§199.115], but separate from the employer, verify that there is a process in place and implemented to ensure compliance with Part 199 and Part 40.	Missing contractor records for 2011 and 2012.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	7/1/14
Drug & Alcohol Protocol C.03.c.	<b>C.03.c.</b> Verify that the operator selects a sufficient number of covered employees for random testing during each calendar year to equal an annual rate not less than the required minimum annual percentage rate (see Protocol C.03.a.) [199.105(c)(6)].	Need past years (2012 & 2013) testing results.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	7/1/14

**Warnings**

Code Section	Code Description	Deficiency Noted	Warning	Proposed Correction Due Date
Drug & Alcohol Protocol C.03.d.	<b>C.03.d.</b> Verify that random drug tests are unannounced and that the dates for administering the tests are spread reasonably throughout the calendar year [199.105(c)(7)].	Need past years (2012 & 2013) testing results.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	7/1/14
Drug & Alcohol Protocol C.04.a.	<b>C.04.a.</b> Verify that decisions to test are reasonable and articulable, and based on specific contemporaneous physical, behavioral or performance indicators of probable drug use. Verify that at least two supervisors, one of whom is trained in detection of the symptoms of drug use, substantiate and concur in the decision to test an employee who is reasonably suspected of drug use [§199.105(d)].	Daryl and Amanda both need to have training on reasonable cause testing.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	7/1/14
Drug & Alcohol Protocol H.01.b.	<b>H.01.b.</b> Verify that the Alcohol Misuse Prevention Program identifies the covered employees (as defined in §199.3) that are required to be tested for the presence of alcohol [§199.1].	Need to create a list of covered employees.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	7/1/14
Drug & Alcohol Protocol H.01.c.	<b>H.01.c.</b> If an employer utilizes applicable contractors or subcontractors who perform covered functions and conduct alcohol testing, education and training as part of the Alcohol Misuse Prevention Program [§199.245], but separate from the employer, verify that there is a process in place and implemented to ensure compliance with Part 199 and Part 40.	Missing records for 2011 and 2012.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	Humboldt Municipal Gas may be in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	7/1/14
Drug & Alcohol	<b>N.01.a.</b> Verify that an employer who is using a	Section in Drug plan but not in the	Humboldt Municipal Gas may be	7/1/14

**Warnings**

Code Section	Code Description	Deficiency Noted	Warning	Proposed Correction Due Date
Protocol N.01.a.	service agent concerning whom a PIE is issued stops using the services of the service agent no later than 90 days after the Department has published the decision in the Federal Register or posted it on its web site. The employer may apply to the ODAPC Director for an extension of 30 days if it is demonstrated that a substitute service agent cannot be found within 90 days [§40.409(b)].	Alcohol plan.  Information received from AS on 9/5/14. Issued closed per MZ on 9/15/14.	in violation of the code section listed in the first column. The city is advised to correct this or be subject to an enforcement action.	

**Notices of Concern**

Code Section	Code Description	Comment