

July 31,2016

Public Utilities Commission
Capitol Building 1st Floor
500 East Capitol Avenue
Pierre, South Dakota 57501-5070

PS15-001
Informational Filing June 2016
Humboldt Municipal Gas Utility
100 South Main Street, P.O. Box 72
Humboldt, South Dakota 57035

Gas employees Don Boll (20 hours/week plus as needed hours) and Mike Beaner (15 hours/week)
the City Utilities Manager

Their time has been spent but not limited to the following:

Daily and weekly general maintenance, chart service, patrolling, meter reading.

6/19 worked on locates for county street signs, 6/21 Don, Mike was called to a hit by the construction company that was putting in signs on 6th Street, Brenda also went to location that was hit. Don, Mike and Brenda stayed at sight of hit until Q3 had fixed the hit. 6/26 worked on locates of street signs in the city limits. 7/3 Worked on locates and weekly chart reports. Put together bill for the inspected meter that was hit from workers cleaning up tree debris from a storm. Mike has been in contact with Summit Group for viewing of photos of all locates in Humboldt.

Gas Board met at its regular monthly meeting on July 18th, 2016. Agenda posted. Board welcomed Bob Gnirk with Bartlett & West. All regular monthly business was discussed and approved including all vendor payables, payroll as well as monthly financial reports. The training for reviewing and starting monthly audit reports has been started.

Utility President reported to the June 27th meeting of the Town Board.

There was a leak reported on June 21st with no injuries or adversities reported. There was no other response times recorded from June 19th, 2016 through July 16th, 2016.

Respectfully,

Brenda Haviland
President
Humboldt Municipal Gas Utility