

November 19, 2015

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

PS15-001  
Informational Filing November 2015  
Humboldt Municipal Gas Utility  
100 South Main Street, P.O. Box 72  
Humboldt, South Dakota 57035

Gas employee Don Boll has been working 20 hours per week as well as Daryl Sieverding working 15 hours a week, fulfilling their roles as Utility employees.

Their time has been spent but not limited to the following:  
they have completed an Emergency Response Plan that lays out a definitive plan of how through planning and communication our Utility employees will back up and respond to any emergency. This plan is on file along with our existing Emergency Plan.

Our employees also attended cooperative training with Garretson, South Dakota. This included basics of gas main and service line installation, back filling and minimum cover requirements. Pressure testing, excess flow valves, fusion basics, meter sets and purging were also covered.

Locating of gas lines were done at Humboldt, South Dakota. District regulator building was cleaned as well as our Town Border Station.

OQ training was done at Crooks, South Dakota with Mary Zanter and Terry Hanson.

System shut down procedures were walked through and reviewed.

Gas Utility Board met at its regular meeting November 16, Agenda posted. Board training has begun with the first topic the "South Dakota Open Meetings Law".

Utility President attended Town Board Meeting November 9<sup>th</sup> and will report at their November 23<sup>rd</sup> meeting.

One board member and one gas utility employee will attend the SDPA November 19<sup>th</sup> meeting in Pierre.

No leaks reported. No response times recorded.

No employee changes.

Respectfully,

Mike Garrey  
President  
Humboldt Municipal Gas Utility