

December 22, 2015

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

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

Gas employee Don Boll (20 hours/week) and City Utility Manager Daryl Sieverding (15 hours/week) are fulfilling their roles as Utility employees.

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

811 utility locate requests. Inventory all gas meter and repair parts. Replenish inventory as needed. Inspect repair tools, clean, paint and lubricate as required. Calibrate CGI meter. All weekly duties including chart replacement, general inspection and maintenance of regulators and heaters.

OQ testing continues for both employees. Communication with Mary Zaner on various subjects. Continue with audit of all customer meters. Record regulator pressure and current meter readings. Prepare on call calendar for first quarter of 2016.

Don Boll and Mike Garrey attended SDPA meeting in Pierre November 19, 2015. Resolution letter of One Call Notification board complaint (OC15-010) filed by Humboldt Municipal Gas was received.

Gas Utility Board met at its regular monthly meeting on December 21, 2015. Agenda posted. Board training continued on "South Dakota Open Meetings Law". Copies of the law were given to Mayor Griep for distribution to all Town Board Members.

Utility President will report to December 28, 2015 meeting of the Town Board.

No leaks reported. No response times recorded.

No employee changes.

Gas Utility Board member Michael Shumaker has resigned effective December 21, 2015. Not able to attend meetings due to current employment. Mayor has been notified to appointment a replacment to fill vacated term.

Respectfully,

Mike Garrey
President
Humboldt Municipal Gas Utility