Humboldt Natural Gas Minutes

The Humboldt Natural Gas Board met in regular session on Monday, October 19, 2015 at the Humboldt City Hall. The meeting was called to order by President Mike Garrey at 6:32p.m. Members present were Lynn Froke and Brenda Haviland. Daryl Sieverding, Donnie Boll and Amanda Siemonsma were present for city personnel. Others present were Betsy Raymond and Walter Schoenfish from Schoenfish & Co auditors. Mike Shumaker was absent.

The minutes from the meeting held on October 11, 2015 were reviewed. On a motion by Froke and a second from Haviland the minutes were approved. Motion carried with all present members voting aye.

Cara Luke arrived at 6:34pm.

The minutes from the meeting held on September 30, 2015 were reviewed. On a motion by Froke and a second from Luke the minutes were approved. Motion carried with all members voting aye.

Donnie Boll is in the process of transitioning into the new role of Humboldt Municipal Gas (HMG) part time employee fulfilling his 15-20 hours per week. He will present the board with a tentative schedule by the end of October. Siemonsma finance officer duties were defined no longer fulfilling natural gas duties although still completing the billing and financial statements for the natural gas board.

Discussion on the natural gas leak, fees and documentation were discussed. Sieverding will file the leak complaint with the PUC to have on file. HMG approved a multiplier of 1.4% for all business done through the system on a motion by Froke and a second from Luke. Motion carried will all present members voting aye.

Schoenfish & Co were present to discuss with the board the present financial standing and statements along with providing explanation on some current figures and numbers. After some discussion a motion was made by Haviland and seconded by Froke to have the auditors look further into the natural gas funds and report back their findings. Motion carried with all present members voting aye.

Discussion was held about the stipulations the PUC had for HMG. Some PUC stipulations include wanting a timeline of employee certification, which Donnie will perform as soon as possible, wanting a backup plan for work and vacation schedules and all on call hours to be approved and verified with HMG. To perform all the ng duties the ng employees will have access to and use of the city vehicles. On a motion by Garrey and a second from Haviland, the stipulation agreement will be accepted, signed and sent back to the PUC. Motion carried with all present members voting aye.

All claims paid using ng funds were reviewed and approved on a motion by Froke and a second from Luke. Motion carried.

Next HMG regular meeting will be scheduled for Monday, November 16, 2015 at 6:30 p.m.

With no further business, a motion was made by Garrey and seconded by Froke to adjourn the meeting at 8:03pm.

ATTEST: Amanda Siemonsma  
 Finance Officer