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**MAYOR**  
KELLY PIERSON  
**CITY ADMINISTRATOR  
& EDA DIRECTOR**  
JENNY PALMER  
**CITY CLERK**  
MELISSA LORENZ

March 30, 2020

To: Minnesota Department of Commerce and Minnesota Public Utilities Commission

Re: Responsive Measures to COVID-19 Outbreak

The City of Winthrop Utilities will observe the following consumer protections during the COVID-19 emergency:

- I. Extend the protections of Minnesota's Cold Weather Rule provided under Minnesota Statutes sections 216B.096 (public utilities), 216B.097 (electric cooperatives and municipal utilities) and 216B.16, subdivisions 12 and 12a (small gas utility and small electric utility, respectively) by restricting disconnection of residential customers for non-payment of utility bills and reconnecting customers who have been disconnected for the duration of the national security or state peacetime emergency. This request shall not affect the utility's ability to disconnect a customer's service for public safety concerns unrelated to non-payment of services;
- II. Waive late fees that any residential or small business customer incurs because of the economic circumstances related to the coronavirus pandemic.
- III. Arrange payment plans for customers requesting help during this time that is based on the financial resources and circumstances of the customer.

Sincerely,

Jennifer Palmer  
City Administrator

**CITY COUNCIL**  
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