



HIGHWATER ETHANOL, LLC

March 16, 2020

Highwater Ethanol, LLC Statement to Employees, Vendors, Delivery Truck Drivers, Corn Farmers, Livestock Producers in Regards to the Coronavirus {COVID -19}. Please note the following below.

As you are aware the coronavirus (COVID-19) is making its way through the United States. As of today, there are numerous confirmed cases in Minnesota. We want you to know, we are watching the situation and will keep you posted if it would affect Highwater Ethanol's day to day operations. This will continue to be very fluid; we will make decisions in the best interest of our employees and continued operations at Highwater Ethanol, LLC.

Starting on Wednesday, March 18, 2020 Highwater will not allow any face to face meetings with outside vendors.

Farmers, Livestock Producers, and Delivery Trucker Drivers will be allowed on site. You are required to maintain a safe distance {minimum of six feet} between Highwater Ethanol employees and yourself.

Farmers will not be able to pick up corn check payments, unless it is absolutely necessary. All checks will be mailed. This will be in effect until Friday, March 27, 2020.

For now, we urge you to follow the CDC's advice:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Wash your hands often with soap and water for at least 20 seconds.
- Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.
- **Stay home when you are sick.**
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Highwater will be cleaning and disinfecting frequently touched objects and surfaces. Cleaning will occur during shift change.

Thank you!

A handwritten signature in blue ink that reads "Brian Kletscher". The signature is fluid and cursive, with a large loop at the end.

Brian Kletscher, CEO
Highwater Ethanol, LLC

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