

Minutes of Proceedings
of the
Algona Municipal Utilities' Board of Trustees

A meeting of the Board of Trustees of the Algona Municipal Utilities was held at the Algona Municipal Utilities office, 104 W. Call Street, Algona, Iowa on May 25, 2022, at 11:00 A.M.

Board members present: Julie Murphy, Chairperson; Trustees – Jay Geving, Don Heupel, Mike Sabin, and Karen Schaaf.

Others present: John Bilsten, General Manager, Robert Harrington, Secretary and Chief Financial Officer, Scott Buchanan, General Counsel.

Chairperson Murphy called the meeting to order at 11:00 AM

The consent agenda included roll call, adoption of the agenda, approval of the April 27, 2022, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Heupel moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

Citizen's opportunity to address the Board of Trustees – There were no citizens in attendance or on the phone.

Chairperson Murphy called the Public Hearing for the 2022 Water Rates to order. The Chairperson noted no written or oral comments or objections. Trustee Sabin moved to adjourn the Public Hearing, seconded by Trustee Schaaf. Roll Call votes were as follows: Murphy, yes; Geving, yes; Schaaf, yes; Heupel, yes and Sabin, yes. Motion carried unanimously.

Chief Financial Officer Robert Harrington presented Financial Statements for April 2022. Trustee Geving moved to approve the statements and place them on file, seconded by Trustee Sabin. Motion carried unanimously.

The General Manager provided a brief update on the construction projects, summer peak loads and related generation and transmission planning, Willow Creek wind farm Renewable Energy Credits, and early loan payoff of NIMECA transmission assets. Additional discussion was held around electrical generating capacity for the peak summer months.

Trustee Geving moved to approve Resolution 2022-09 2022 Water Rates, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Sabin moved to approve an Engagement Agreement with Ahlers Law Firm as Bond Counsel for upcoming Water Revenue Capital Loan Notes, seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Heupel moved to approve June 7, 2022, at 11:00 AM for a Public Hearing on the proposition to authorize a Loan Agreement and the issuance of Not to Exceed \$1,200,000 Water Revenue Capital Loan Notes, seconded by Trustee Geving. Motion carried unanimously.

Trustee Schaaf moved to approve a preliminary engineering report on the AMU Water System as the next step for securing funds from the State Revolving Loan Fund, seconded by Trustee Heupel. The report was completed by Bolton and Menk, Inc. The State Revolving Loan Fund requires a preliminary engineering report to see if projects qualify as a first step in the process. Qualifying projects may receive financing at favorable interest rates. Motion carried unanimously.

Trustee Geving moved to approve replacing retired CFO Sandra Batt with current CFO Robert Harrington on the AMU Revolving Loan Fund Committee, seconded by Trustee Sabin. Motion carried unanimously.

Trustee Sabin moved to approve the 2022-2023 Grade Order List, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Heupel moved to approve Resolution 2022-10 Bulk Cable Rates, seconded by Trustee Giving. Motion carried unanimously.

The next Board of Trustees meetings are scheduled for June 7, 2022, at 11:00 A.M. and June 29, 2022, at 11:00 AM.

Trustee Heupel moved to adjourn the meeting, seconded by Trustee Geving. Motion carried unanimously. The meeting adjourned at 12:02 PM.

/s/ Julie Murphy
Julie Murphy, Chairperson

Attest:

/s/ Robert Harrington
Robert Harrington, Secretary

The following Vouchers were approved:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
SISCO	FLEX	\$1,463.96
UPS	SHIPPING	29.90
AMU PAYROLL	PAYROLL EXPENSE	70,218.39
CARD CENTER	EXPENSES-BUSINESS 3	387.34
CARD CENTER	EXPENSES	3,326.41
CARD CENTER	EXPENSES-BUSINESS 1	1,749.08
NATIONAL CABLE TELEVISION COOP	HARDWARE	553.37
NATIONAL CABLE TELEVISION COOP	HARDWARE	102.46
USAC	SUPPORT MECHANISM	1,796.81
MIDAMERICAN ENERGY	NEAL 4	90,000.00
EFTPS TRANSFER	PAYROLL TAXES	24,496.73
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457-ROTH	3,604.28
SISCO	FLEX	8,308.19
UPS	SHIPPING	88.53
AFLAC	PREMIUMS	729.04
ONLINE SERVICES	ACTION LETTERS/UTILITY EXCHANGE	128.01
TRINITY WIND, LLC	POWER-APRIL	15,780.00
TRINITY DECOMMISSIONING TO SVGS	TRINITY WIND DECOMMISSIONING-APRIL	6,552.00
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	972.62
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	3,281.78
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	20,768.36
CITY OF ALGONA	CITY SEWER USAGE	8,951.44
JARROD STURTZ	EXPENSE REIMBURSEMENT	667.00
UPS	SHIPPING	15.50
TREASURER STATE OF IOWA	TREASURER-STATE	13,310.00
IPERS	EMPLOYEES RETIREMENT SYSTEM	50,632.63
NATIONAL CABLE TELEVISION COOP	HARDWARE	1,125.72
AMU PAYROLL	PAYROLL EXPENSE	68,005.62
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	538.96
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457-ROTH	5,539.57
EFTPS TRANSFER	PAYROLL TAXES	24,064.66
SISCO	HEALTH CLAIMS	4,446.67
CITY OF ALGONA	FRANCHISE FEE	5,360.39
US CELLULAR	SERVICE	469.34
ALGONA MUNICIPAL UTILITIES	PAPERLESS UTILITY BILLS	17,483.52
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	14,000.00
USAC	SUPPORT MECHANISM	1,796.81
SISCO	HEALTH INSURANCE	34,901.52

UPS	SHIPPING	29.49
AWWA-IOWA SECTION	REGISTRATION FOR TRAINING	230.00
BGHS BOOSTER CLUB	ADVERTISING	350.00
JOHN BILSTEN	EXPENSE REIMBURSEMENT	60.94
BOMGAARS	SUPPLIES	859.80
BORDER STATES INDUSTRIES, INC	ANNUAL CONSTRUCTION MATERIAL	2,745.95
BROWN SUPPLY COMPANY	CORP STOP COUPLING	495.18
CENTURYLINK	SERVICE	76.31
CENTURYLINK	SERVICE	656.33
CINTAS CORPORATION #754	SUPPLES	178.91
CITY OF ALGONA	ADVERTISING	100.00
COOKS SCRAP IRON & METAL	MATERIAL	13.86
DEGEN EXSTINGUISHER & REPAIR	FIRE EXTINGUISHER INSPECTION	757.56
ERIC DEGEN	EXPENSE REIMBURSEMENT	65.00
EISCHEN SALES INC	SHARPEN CHAINS	18.00
GOOD SAMARITAN SOCIETY	ADVERTISING	120.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	6,000.00
IRBY	COMF NSSC350-6I CONNECT	288.90
JOHN DEERE FINANCIAL	UNIT 6 PART	4.28
KNIGHT PROTECTION, INC	FIRE ALARM TESTING	519.00
KOSSUTH COUNTY RELAY FOR LIFE	ADVERTISING	1,000.00
NORTHWEST COMM NETWORK	BAND WIDTH	616.50
POWER & TELEPHONE SUPPLY	MATERIAL	3,266.02
KEVIN RASH	EXPENSE REIMBURSEMENT	133.59
RESCO	PAINT INVERTED SPRAY RED SAFETY	290.99
KELLIE SIEFKEN	EXPENSE REIMBURSEMENT	198.90
TELEDYNAMICS	MAINTENANCE	280.00
THREADS	EMPLOYEE CLOTHING	393.76
ROD VITZTHUM	EXPENSE REIMBURSEMENT	25.00
WESCO DISTRIBUTION INC.	YEL PAINT	54.96
KAMPEN'S CATERING	CATERING	466.52
CAMDEN M OHRT	CREDIT BALANCE REFUND	41.00
SWEET SNAX	MEALS	102.72
MICHAEL TODD	CREDIT BALANCE REFUND	27.54
METLIFE SMALL BUSINESS CENTER	PREMIUMS	5,561.70
KRAUSE FAMILY TRUST	CREDIT BALANCE REFUND	40.78
A & M LAUNDRY	LAUNDRY SERVICE	39.84
AHLERS & COONEY, P.C.	PRFESSIONAL SERVICES	2,331.00
BOLTON & MENK, INC.	HWY 18 WATERMAIN	11,400.00
BOMGAARS	SUPPLIES	330.39

BORDER STATES INDUSTRIES, INC	MATERIAL	3,539.19
BROWN SHOE FIT CO	RIBBON	56.55
BUSCHERS SERVICE CENTER	FUEL	1,450.18
CENTRAL IOWA DISTRIBUTING	SUPPLIES	66.36
COOP RESPONSE CENTER	RESPONSE CENTER	1,759.99
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	550.00
DUMP IT INC.	SANITATION	333.04
NOLYN ELLIOTT	EXPENSE REIMBURSEMENT	213.46
GRAYBAR ELECTRIC CO INC	700 FT DROP	3,385.73
K & H COOP OIL CO.	FUEL	66.67
KOSSUTH COUNTY ADVANCE	NEWSPAPER	100.00
MIDAMERICA COMP CORP	MAINTENANCE-READ ONLY	858.95
MIDAMERICAN ENERGY	GAS USAGE-521 N HALL ST, 31016	391.02
NEONOVA NETWORK SERVICES	SECURE IT PLUS	33.60
NORTH IA LUMBER	SUPPLIES	171.97
PHILS AUTO & TRUCK REPAIR II	TRUCK 6 PARTS AND SERVICE	157.09
LISA RONGVED	EXPENSE REIMBURSEMENT	59.92
SKARSHAUG TESTING LABS	TESTING	1,177.89
SPENCER MUNICIPAL UTILITIES	VANTAGE POINT CONSULT FEES	120.00
YRC FREIGHT	FREIGHT FOR FIBER DROPS	1,756.69
ZIEGLER INC.	REDTIFIER-ENGINE 2	738.30
KINGDOM HALL	AC REBATE	300.00
KYLE KOENECKE	CA REBATE	300.00
ALGONA CHAM. OF COMMERCE	LEADERSHIP CLASS PROJECT 2022	250.00
ALGONA PUBLISHING CO.	ADVERTISING	1,857.18
AMERICAN WATER WORKS ASSN	MEMBERSHIP RENEWAL	406.00
ARNOLD MOTOR SUPPLY	PARTS AND SUPPLIES	1,033.41
AUREON NETWORK SERVICES	DID'S	1,001.56
BORDER STATES INDUSTRIES, INC	MATERIAL	3,718.21
BROWN SUPPLY COMPANY	SUPPLIES	1,194.39
CHROME TRUCK STOP	FUEL	503.06
CITY OF ALGONA	SPONSORSHIP FOR MARKETING VIDEO	3,331.66
DITCH WITCH OF MINNESOTA & IOWA	PART	44.76
DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	25.81
E-LOCALLINK, INC.	SPONSORSHIP-MARKETING VIDEO	3,995.00
EISCHEN SALES INC	PARTS AND LABOR	51.84
FAREWAY STORES	SUPPLIES	28.84
GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICES	88.25
HYGIENIC LABORATORY - AR	TESTING	101.00
IGLASS NETWORKS	NETWORK MONITORING	500.00

IOWA UTILITIES BOARD	ASSESSMENT	12,074.00
KEMCO TIRES, INC.	TIRE REPAIR	64.69
KLGA & KLGZ	ADVERTISING	1,402.00
KOSSUTH REG. HEALTH CENTER	WELLNESS/TESTING	2,901.00
MPOWER TECHNOLOGIES, INC	GIS UNDERGROUND/OVERHEAD	15,450.00
NATIONAL INFO SOLUTIONS COOP	APRIL 2022 RECURRNG	13,258.50
NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	27.94
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	106,760.44
NUGENCO, INC	CLEAN & POWDER COAT MOUNTS	48.15
NYEMASTER GOODE PC	PROFESSIONAL SERVICES	182.50
POWER & TELEPHONE SUPPLY	INVENTORY MATERIAL	35,579.70
SKARSHAUG TESTING LABS	TESTING	126.92
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH/SIP SESSIONS	2,479.75
JARROD STURTZ	EXPENSE REIMBURSEMENT	207.75
T.P. ANDERSON COMPANY	AUDIT - YEAR END DEC 31, 2021	2,350.00
TANTALUS	MULTISPEAK PRIME	14,427.84
UNITYPOINT CLINIC	TESTING	126.00
WESCO DISTRIBUTION INC.	SUPPLIES	54.31
ROGER BAAS	CREDIT BALANCE REFUND	39.88
BESSIE GARCIA	CREDIT BALANCE REFUND	138.24
BETTY J MURPHY	CREDIT BALANCE REFUND	14.72
TAIMI ROBLES FUENTES	CREDIT BALANCE REFUND	141.91
CITY OF ALGONA	DUMP TRUCK TO REPLACE UNIT #12	10,000.00
BGHS BOOSTER CLUB	ADVERTISING	114.00
IOWA DEPT OF TRANSPORTATION	USE TAX FOR DUMP TRUCK	500.00
ALGONA MACHINE & SUPPLY	MATERIAL	107.92
ALGONA PLG. & HTG.	PARTS	40.60
ALGONA ROTARY	ADVERTISING	500.00
AUREON NETWORK SERVICES	NETWORK SERVICES	7,128.66
BALLY SPORTS NORTH	SUBSCRIPTIONS	342.65
BORDER STATES INDUSTRIES, INC	COLD TERM KIT	1,169.15
CINTAS CORPORATION #754	SUPPLIES	178.73
CORE & MAIN	HYD WAUKEE	5,750.00
CRESCENT ELECTRIC SUPPLY	MARLEY HEATING ELEMENT	134.51
ERPELDING EXCAVATING ENT	FIX LEAK @ 404 E FAIR	4,776.70
JAY GEVING	TRUSTEE FEE	75.00
GRAYBAR ELECTRIC CO INC	VAULT	23,267.58
DON HEUPEL	TRUSTEE FEE	75.00
MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	406.09
JULIE MURPHY	TRUSTEE FEE	75.00

NATIONAL INF SOLUTIONS COOP	APRIL 2022 MISC	19,495.99
NIMECA	NAR TRANSFER FEES	95.38
PROPHIX SOFTWARE INC	BUDGET SOFTWARE	26,987.60
MIKE SABIN	TRUSTEE FEE	75.00
KAREN SCHAAF	TRUSTEE FEE	75.00
STUNDAHL CLEANING	CLEANING SERVICE	1,000.00
TELEDYNAMICS	4 FXS PORT 4 SIP PROFILES	1,520.00
WESCO DISTRIBUTION INC.	ELEMAR	805.71
SAMANTHA K HANSEN	CREDIT BALANCE REFUND	26.43
HARLEY KOHLHAAS	CENTRAL AIR REBATE	300.00
AMY MOGLER	CREDIT BALANCE REFUND	12.20