

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 December 28, 2022, at 11:00 A.M.

Board members present: Mike Sabin, Chairperson Pro-Tem; Trustees – Karen Schaaf, Julie Murphy (arrived 11:28 AM)

Board Members present via telephone: Jay Geving

Absent: Don Heupel

Others present: John Bilsten, General Manager; Robert Harrington Chief Financial Officer; Abby Wolf, Senior Accountant, Joanne Roepke Bode, Nick Diers and Jacob Tjaden City of Algona.

Chairperson Pro-Tem Sabin called the meeting to order at 11:05 AM

The consent agenda included roll call, adoption of the agenda, approval of the November 30, 2022, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Geving. Motion carried unanimously.

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

Joanne Roepke Bode, Nick Diers, and Jacob Tjaden provided a presentation on the City of Algona Splash Pad Project. No action taken.

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

The General Manager provided current operating statistics; updates on power plant utilization, energy pricing, Lehigh-Webster Transmission Sale, trends on electric grid conditions, renewable energy sources, and the Water Treatment Plant Filter Rehabilitation Project.

Trustee Geving moved to approve the 2022 Audit Letter of Engagement with TP Anderson, seconded by Trustee Murphy. Motion carried unanimously.

Trustee Schaaf moved to approve Pay Request #2 -- Water Treatment Plant Filter Rehabilitation in the amount of \$57,708.21, seconded by Trustee Geving. Motion carried unanimously.

Trustee Murphy moved to approve a \$31,250 Loan through the Revolving Loan Fund, seconded by Trustee Geving. Motion carried unanimously.

General discussion was had on the changing dynamics of the power supply costs and electrical rates. No action was taken.

The next Board of Trustees meeting is scheduled for January 31, 2022, at 12:00 Noon.

Trustee Schaaf moved to adjourn the meeting, seconded by Trustee Murphy. Motion carried unanimously. The meeting adjourned at 1:24 PM.

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Mike Sabin, Chairperson Pro-Tem

Attest:

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Robert Harrington, Secretary

The following vouchers were approved:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
USAC	SUPPORT MECHANISM	\$1,902.93
CITY OF ALGONA	FRANCHISE FEE	\$5,292.90
NIMECA	NEAL 4	\$206,297.60
EFTPS TRANSFER	PAYROLL TAXES	\$26,506.80
SISCO	FLEX/MEDICAL	\$275.77
UPS	SHIPPING	\$28.80
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	\$6,998.90
MIDAMERICAN ENERGY	NEAL 4	\$153,000.00
SISCO	FLEX/MEDICAL	\$1,171.71
ZIONS FIRST NATIONAL BANK	REVENUE BONDS	\$288,987.20
DEPOSITORY TRUST CO.	REVENUE BONDS	\$505,000.00
DEPOSITORY TRUST CO.	BOND INTEREST	\$77,385.00
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	\$35,184.56

CITY OF ALGONA	CITY SEWER USAGE	\$4,393.24
SISCO	FLEX/MEDICAL	\$287.81
AMU PAYROLL	PAYROLL EXPENSE	\$70,774.10
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$912.51
TRINITY DECOMMISSIONING TO SVGS	TRINITY WIND DECOMMISSIONING	\$5,292.00
TRINITY WIND, LLC	POWER	\$12,630.00
IPERS	CONTRIBUTIONS	\$34,670.39
ONLINE SERVICES	SERVICE	\$138.17
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457	\$3,084.28
NATIONAL CABLE TELEVISION COOP	MATERIALS	\$521.22
NATIONAL CABLE TELEVISION COOP	SUPPLIES	\$629.59
UPS	SHIPPING	\$15.50
EFTPS TRANSFER	PAYROLL TAXES	\$24,626.81
UPS	SHIPPING	\$15.50
CITY OF ALGONA	FRANCHISE FEE	\$5,225.34
SISCO	FLEX/MEDICAL	\$417.27
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP	\$30.00
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$409.25
US CELLULAR	SERVICE	\$469.52
AFLAC	PREMIUMS	\$537.58
SISCO	PREMIUMS	\$42,089.98
TREASURER STATE OF IOWA	TREASURER-STATE	\$9,078.00
AMU PAYROLL	PAYROLL EXPENSE	\$72,896.48
SISCO	FLEX/MEDICAL	\$88.00
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457	\$2,839.28
ONLINE SERVICES	BAD DEBT	\$34.05
ALGONA MUNICIPAL UTILITIES	UTILITY BILLING	\$12,781.41
ALGONA CHAM. OF COMMERCE	SERVICE AWARDS	\$1,400.00
BOMGAARS	SUPPLIES	\$133.47
BORDER STATES INDUSTRIES, INC	MATERIAL	\$152.30
BROWN SUPPLY COMPANY	SUPPLIES	\$528.00
CENTURYLINK	SERVICE	\$305.43
CINTAS CORPORATION #754	SUPPLIES	\$160.97
DGR ENGINEERING	FILTER REHABILITATION	\$700.00
FASTENAL COMPANY	MATERIAL	\$132.83
H-H INCORPORATED OF IOWA	SUPPLIES	\$71.54
HAWKINS INC.	CHEMICAL	\$3,236.48
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$6,000.00
JERRY LARSEN	EMPLOYEE EXPENSE	\$100.00
MAINSTREET DESIGNS, INC.	CHRISTMAS DECORATIONS	\$318.53
NORTHWEST COMM NETWORK	SERVICE	\$616.50
NUGENCO, INC	SERVICE	\$200.00
POWER & TELEPHONE SUPPLY	MATERIALS	\$5,037.59
REDING GRAVEL & EXC.	SERVICE	\$8,171.93
RESCO	MATERIALS	\$146.38
RUSHER CONSTRUCTION LLC	SERVICE	\$214.00
SKARSHAUG TESTING LABS	TESTING SERVICES	\$717.02
ZIEGLER INC.	ENGINE PARTS AND SERVICE	\$8,884.38
JANE MARCELLUS	WINDOW REPLACEMENT	\$648.77
SHARON WALLER	ELECTRIC METER REBATE	\$75.00
AK'S CHROME KITCHEN	INFORMATIONAL DINNER	\$2,005.19
VETERANS OF FOREIGN WARS	INFORMATIONAL DINNER	\$350.00
ALGONA PLG. & HTG.	SUPPLIES	\$75.35
ALGONA PUBLISHING CO.	ADVERTISING	\$1,290.02
ARNOLD MOTOR SUPPLY	PARTS	\$465.14
AUREON NETWORK SERVICES	DID'S	\$1,005.03
BOLTON & MENK, INC.	ENGINEERING SERVICES	\$5,700.00
BOMGAARS	SUPPLIES	\$845.57
BROWN SUPPLY COMPANY	SUPPLIES	\$135.00
BUSCHERS SERVICE CENTER	FUEL	\$2,059.76
CHROME TRUCK STOP	DIESEL FUEL	\$24,288.36
CITY OF ALGONA	MCCOY STREET/PHILLIPS ST	\$56,594.11
COOPERATIVE RESPONSE CENTER, INC.	SERVICE	\$1,737.98
CORE & MAIN	SUPPLIES	\$337.47
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$776.62

DEAN MEYER ELECTRIC	SERVICE	\$1,080.78
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
DALE DORNBIER	EMPLOYEE EXPENSE	\$171.20
ERPELDING EXCAVATING ENT	SERVICE LEAK	\$11,330.70
FASTENAL COMPANY	SUPPLIES	\$180.19
GRAYBAR ELECTRIC CO INC	MATERIALS	\$29,719.57
HACH CHEMICAL CO.	CHEMICAL	\$767.06
HOMEWARD, INC	CREDIT BALANCE REFUND	\$350.00
IGLASS NETWORKS	NETWORK MONITORING SERVICES	\$500.00
IRBY	TRANSFORMER	\$8,721.57
JACKS OK TIRE SERVICE	RTS CON TRACK	\$2,208.00
KLGA & KLGZ	ADVERTISING	\$1,611.00
KOSSUTH CO AUDITOR	KOSSUTH COUNTY	\$70.00
KOSSUTH COUNTY ADVANCE	NEWSPAPER	\$75.00
KOSSUTH REG. HEALTH CENTER	TESTING	\$200.00
	MONTHLY SOFTWARE	
MIDAMERICA COMP CORP	MAINTENANCE	\$858.95
MIDAMERICAN ENERGY	GAS SERVICE	\$179.98
NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	\$150.00
NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	\$192.15
NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	\$71.64
NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	\$220.54
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	\$106,575.51
OAK HILL CONSULTING	ENGINEERING SERVICES	\$136.00
PHILS AUTO & TRUCK REPAIR II	SERVICE	\$83.57
POSTMASTER	POST OFFICE	\$242.00
RENU CONTROL LLC	HARDWARE KITS	\$48,497.50
RESCO	MATERIALS	\$6,739.72
SECRETARY OF STATE	NOTARY STAMP	\$30.00
SPENCER MUNICIPAL UTILITIES	SERVICES	\$2,326.75
TANTALUS	ANNUAL MAINTENANCE	\$51,305.20
THREADS	EMPLOYEE CLOTHING	\$484.71
LORI L BOYKEN	CREDIT BALANCE REFUND	\$352.98
NINA BRADLEY	CREDIT BALANCE REFUND	\$48.46
MARCIA DEARDEUFF	WINDOW REPLACEMENT REBATE	\$846.90
MATTHEW DESMIDT	CA REBATE	\$500.00
ANDREW HOOVER	CA REBATE	\$500.00
RICHARD KISCH	CREDIT BALANCE REFUND	\$95.32
FRANCISCO T LAMAS CHAIREZ	CREDIT BALANCE REFUND	\$291.01
WESLEY PATTERSON	CREDIT BALANCE REFUND	\$41.34
DON PATTON	ELECTRIC METER REBATE	\$75.00
JIMMY (DETHNA SYHARATH	CREDIT BALANCE REFUND	\$21.86
DAKOTA WAIT	CREDIT BALANCE REFUND	\$17.98
A & M LAUNDRY	SERVICE	\$43.00
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$4,213.24
AIR FILTER SALES & SERVICE	FILTERS	\$241.31
AMERICAN PUBLIC POWER ASSOC.	DEED MEMBERSHIP	\$1,657.73
AUREON NETWORK SERVICES	NETWORK SERVICES	\$7,058.45
BAUER PLUMBING & HEATING INC.	WATER HEATER	\$980.10
BORDER STATES INDUSTRIES, INC	MATERIALS	\$2,799.08
BROWN SHOE FIT CO	SUPPLIES	\$214.98
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$140.40
COOKS SCRAP IRON & METAL	MATERIAL	\$276.56
CORE & MAIN	MATERIALS	\$904.00
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	\$291.49
DAN-D LASER CARTRIDGES	SUPPLIES	\$601.27
DGR ENGINEERING	HYDRAULIC ANALYSIS	\$123.00
DUMP IT INC.	SERVICE	\$381.19
FORCE FITTERS	EMPLOYEE CLOTHING	\$693.84
FORGE & BUILD	SUPPLIES	\$310.50
STEPHANIE FORTUNE	EMPLOYEE EXPENSE	\$30.00
STEVE GRANDGENETT	EMPLOYEE EXPENSE	\$698.00
GRASS MASTERS L.L.C	HYDRO SEED - MAIN BREAK	\$986.00
HACH CHEMICAL CO.	CHEMICAL	\$248.60
HAWKINS INC.	CHEMICAL	\$5,868.11

HYGIENIC LABORATORY - AR	TESTING	\$304.50
IOWA DEPT OF TRANSPORTATION	USE TAX	\$612.50
JOHNSTON AUTOSTORES	PARTS	\$87.88
K & H COOP OIL CO.	FUEL	\$127.41
NALCO COMPANY	SUPPLIES	\$435.31
NAPA AUTO PARTS-ALGONA	PARTS	\$9.33
NATIONAL INFO SOLUTIONS COOP	SUPPLIES	\$879.27
NEONOVA NETWORK SERVICES	SERVICE	\$67.20
NIMECA	NAR TRANSFER FEES	\$1,543.56
OVERHEAD DOOR COMPANY	GARAGE DOOR	\$287.62
PITNEY-BOWES INC.	LEASE	\$946.44
JEREMY PROTHMAN	EMPLOYEE EXPENSE	\$176.88
RUHNKE BROTHERS INC	PARTS	\$347.70
STEINMAN INSULATION & ROOFING	ROOF REPAIRS	\$406.60
UNITYPOINT CLINIC	TESTING	\$210.00
WESCO DISTRIBUTION INC.	MATERIALS	\$1,251.90
SHAWN BALCOME	CREDIT BALANCE REFUND	\$567.00
CHAD R DEVINE	Refund	\$53.50
TINA GAYE	CREDIT BALANCE REFUND	\$156.75
GARY HISCOCKS	CA REBATE	\$500.00
RON PATTERSON	HEAT PUMP	\$150.00
PEPSICO INC.	CREDIT BALANCE REFUND	\$720.82
ALGONA CHAM. OF COMMERCE	MEMBERSHIP INVESTMENT	\$2,045.00
ALGONA PLG. & HTG.	MATERIALS	\$105.90
BUCHANAN BIBLER, GABOR & MEIS	SERVICES	\$2,712.50
CENTURYLINK	SERVICE	\$87.96
DGR ENGINEERING	FILTER REHABILITATION	\$2,525.00
ERPELDING EXCAVATING ENT	REPAIR LEAK	\$2,057.20
JAY GEVING	TRUSTEE FEE	\$75.00
DON HEUPEL	TRUSTEE FEE	\$75.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$6,000.00
ROD JOHNSON	EMPLOYEE EXPENSE	\$203.13
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$5,902.39
MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	\$403.36
JULIE MURPHY	TRUSTEE FEE	\$75.00
REDING GRAVEL & EXC.	WATER VALVE REPLACEMENT	\$9,123.25
MIKE SABIN	TRUSTEE FEE	\$75.00
KAREN SCHAAF	TRUSTEE FEE	\$75.00
STELLAR TRUCK & TRAILER	MATERIALS	\$273.08
STUNDAHL CLEANING	CLEANING SERVICE	\$1,000.00
VANTAGE POINT	CONSULTING SERVICES	\$1,010.00
KELLY LIVINGSTON	CREDIT BALANCE REFUND	\$201.88
BROCK A YOUNGREN	CREDIT BALANCE REFUND	\$58.86
INDUSTRIAL PROCESS TECH	FILTER REHABILITATION	<u>\$46,372.83</u>