

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 January 31, 2024, at 11:00 A.M.

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

Board member absent: Jay Geving

Others present: John Bilsten, General Manager; Robert Harrington, Secretary and Chief Financial Officer: Abby Wolf, Senior Accountant.

Chairperson Murphy called the meeting to order at 11:00 A.M.

The consent agenda included roll call, adoption of the agenda, approval of the December 27, 2023, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Sabin. Motion carried unanimously.

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

Chief Financial Officer Robert Harrington presented preliminary December 2023 Financial Statements/Operations Trend Charts.

The General Manager updated the Board on fire hydrant flushing, electrical sales, telephone provider changes, power plant engine repairs, Highway 18 Watermain Project, fiber build out, potential energy grants and the Urban Forestry Utility.

Trustee Geving moved to approve Pay Request #3 - US Highway 18 Watermain Improvements – Wynn Company LLC - \$169,150.35 seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Sabin moved to approve Conflict Waiver and Consent Letter – Ahlers Law Firm, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Sabin moved to approve Contract for Grant Administration- North Iowa Council of Governments, seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Heupel moved to approve Agreement for Municipal Advisory Services – Public Financial management, Inc., seconded by Trustee Sabin. Motion carried unanimously.

Trustee Schaaf moved to approve City of Algona and Algona Municipal Utilities – Agreement for City Utility Service and Transfer of Funds, seconded by Trustee Sabin. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for March 6, 2024, at 11:00 A.M.

Trustee Heupel moved to adjourn the meeting, seconded by Trustee Schaaf. Motion carried unanimously. The meeting adjourned at 12:12 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>
EFTPS TRANSFER	PAYROLL TAXES	\$26,913.03
NATIONAL CABLE TELEVISION COOP	MATERIALS	\$4,224.19
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	\$7,548.59
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	\$33,340.03
UPS	SHIPPING	\$24.29
SISCO	MEDICAL/FLEX REIMBURSEMENT	\$2,058.22
USAC	SUPPORT MECHANISM	\$2,018.60
MIDAMERICAN ENERGY	NEAL 4	\$115,000.00
UPS	SHIPPING	\$5.35
TRINITY WIND, LLC	POWER	\$9,375.00
TRINITY DECOMMISSIONING TO SVGS	TRINITY WIND DECOMMISSIONING	\$3,990.00
SISCO	MEDICAL/FLEX REIMBURSEMENT	\$976.93
CARD CENTER	SUPPLIES	\$2,384.49
CARD CENTER	SUPPLIES	\$51.34
AMU PAYROLL	PAYROLL EXPENSE	\$75,313.13

NATIONWIDE RETIRE SOLUTIONS	DEFERRED COMPENSATION	\$6,097.14
ONLINE SERVICES	COLLECTION SERVICES	\$219.82
ONLINE SERVICES	COLLECTION SERVICES	\$71.39
EFTPS TRANSFER	PAYROLL TAXES	\$25,982.34
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$849.73
CITY OF ALGONA	CITY SEWER USAGE	\$8,039.22
NATIONAL CABLE TELEVISION COOP	SUPPLIES	\$197.89
NATIONAL CABLE TELEVISION COOP	SUPPLIES	\$1,289.45
CARD CENTER	EXPENSES	\$819.56
IPERS	EMPLOYEES RETIREMENT SYSTEM	\$35,785.12
UPS	SHIPPING	\$16.20
CITY OF ALGONA	FRANCHISE FEE	\$4,814.65
SISCO	MEDICAL/FLEX REIMBURSEMENT	\$2,083.56
UPS	SHIPPING	\$5.35
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP	\$31.80
TREASURER STATE OF IOWA	TREASURER-STATE	\$8,692.00
AMU PAYROLL	PAYROLL EXPENSE	\$77,171.52
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$669.24
SISCO	MEDICAL/FLEX REIMBURSEMENT	\$2,533.59
ALGONA MUNICIPAL UTILITIES	SERVICES	\$3,510.68
EFTPS TRANSFER	PAYROLL TAXES	\$26,061.63
NATIONWIDE RETIRE SOLUTIONS	DEFERRED COMPENSATION	\$5,097.14
AFLAC	PREMIUMS	\$696.90
US CELLULAR	SERVICE	\$479.74
SISCO	PREMIUMS	\$45,911.25
USAC	SUPPORT MECHANISM	\$1,929.20
ALGONA MUNICIPAL UTILITIES	SERVICES	\$10,626.23
NATIONAL CABLE TELEVISION COOP	SUPPLIES	\$187.51
NIMECA	NEAL 4 POWER EXPENSE	\$219,958.39
SISCO	MEDICAL/FLEX REIMBURSEMENT	\$2,298.87
CARD CENTER	EXPENSES	\$380.00
CARD CENTER	EXPENSES	\$4,529.80
CARD CENTER	EXPENSES	\$961.58
CARD CENTER	EXPENSES	\$197.63
BETH CHARLTON	EMPLOYEE EXPENSE	\$1,000.00
DALE DORNBIER	EMPLOYEE EXPENSE	\$1,000.00
NOLYN ELLIOTT	EMPLOYEE EXPENSE	\$2,000.00
ROBERT K HARRINGTON	EMPLOYEE EXPENSE	\$2,000.00
BRIAN HATTEN	EMPLOYEE EXPENSE	\$2,000.00
ROD JOHNSON	EMPLOYEE EXPENSE	\$2,000.00
ZACH KEITH	EMPLOYEE EXPENSE	\$2,000.00
JERRY LARSEN	EMPLOYEE EXPENSE	\$2,000.00
LINDSEY MOE	EMPLOYEE EXPENSE	\$2,000.00
MIKE STRIPLING	EMPLOYEE EXPENSE	\$1,000.00
JARROD STURTZ	EMPLOYEE EXPENSE	\$2,000.00
LAURA THILGES	EMPLOYEE EXPENSE	\$1,000.00
HEATH VILETA	EMPLOYEE EXPENSE	\$2,000.00
ROD VITZTHUM	EMPLOYEE EXPENSE	\$1,000.00
WYNN COMPANY LLC	HWY 18 WATER MAIN PROJECT	\$259,597.48
AMERICAN PUBLIC POWER ASSOC.	SUBSCRIPTION	\$680.00
BOMGAARS	SUPPLIES	\$1,299.65
BUCHANAN BIBLER, GABOR & MEIS	LEGAL EXPENSES	\$1,052.00
CINTAS CORPORATION #754	MEDICAL SUPPLIES	\$154.89
CITY OF ALGONA	MCCOY & PHILLIPS ST PROJECT	\$3,027.70
EISCHEN SALES INC	PARTS	\$266.90
FAREWAY STORES	SUPPLIES	\$33.61
FASTENAL COMPANY	SUPLIES	\$333.42
JETCO INC	PARTS	\$609.30
MIDAMERICAN ENERGY	SERVICE	\$35.62
NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	\$390.61
QWEST DBA CENTURYLINK-IA	SERVICE	\$44.38
SEMACONNECT, INC.	NETWORK FEE	\$240.00
MIKE STRIPLING	EMPLOYEE EXPENSE	\$149.79
THREADS	EMPLOYEE CLOTHING	\$64.20
WESCO DISTRIBUTION INC.	MATERIAL	\$9,974.75
TLC	ELECTRIC METER CONV REBATE	\$100.00
TLC	ELECTRIC METER CONV REBATE	\$100.00
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	\$16,220.50
ALGONA PUBLISHING CO.	ADVERTISING	\$979.70
AMERICAN PUBLIC POWER ASSOC.	DEED MEMBERSHIP	\$1,396.90
BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	\$125.00
BUSCHER BROS. CORPORATION	SUPPLIES	\$3.52
BUSCHERS SERVICE CENTER	FUEL	\$1,765.84

CONSORTIA CONSULTING, INC.	SUPPORT SERVICES	\$2,060.00
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
TIM ERPELDING	WIND PARK EASEMENT	\$8,179.98
FASTENAL COMPANY	SUPPLIES	\$199.24
FORCE FITTERS	EMPLOYEE CLOTHING	\$614.60
FORGE & BUILD	SUPPLIES	\$83.97
IOWA ASSN OF MUNI UTILITIES	APPRENTICESHIP PROGRAM	\$1,200.00
IOWA ONE CALL	SERVICES	\$316.20
IRBY	SUPPLIES	\$321.00
JACKS OK TIRE SERVICE	PARTS AND SERVICE	\$944.57
KOSSUTH COUNTY ADVANCE	NEWSPAPER	\$75.00
MAGUIRE IRON, INC	WATER TOWER SERVICES	\$95,153.00
MIDAMERICAN ENERGY	SERVICES	\$12.73
NORTH IOWA MECHANICAL	MATERIAL	\$253.59
NORTHWEST COMM NETWORK	BANDWIDTH	\$616.50
OAK HILL CONSULTING	ENGINEERING SERVICES	\$7,866.00
PITNEY-BOWES INC.	EQUIPMENT LEASE	\$946.44
QC SUPPLY	PARTS	\$479.27
QWEST DBA CENTURYLINK-IA	SERVICES	\$305.43
SUSAN SEEBECKER	EMPLOYEE EXPENSE	\$17.97
A & M LAUNDRY	SERVICES	\$43.00
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$4,756.12
ALGONA CHAM. OF COMMERCE	CHAMBER EVENT	\$210.00
ARNOLD MOTOR SUPPLY	PARTS	\$462.73
AUREON NETWORK SERVICES	NETWORK SERVICES	\$8,030.74
BOLTON & MENK, INC.	ENGINEERING WATERMAIN HWY 18	\$19,991.50
CHROME TRUCK STOP	FUEL	\$324.95
CITY OF ALGONA	2023 STREET IMPROVEMENTS	\$1,318.99
CLIMATE CONTROL SYSTEMS	SERVICE AGREEENT	\$3,200.00
COOPERATIVE RESPONSE CENTER	SERVICE	\$1,831.22
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$263.15
DGR ENGINEERING	ENGINEERING SERVICES	\$12,587.50
DUMP IT INC.	SERVICES	\$344.27
EMAGINE, LLC	SERVICE	\$109.45
ERPELDING EXCAVATING ENT	WATER LEAK REPAIR SERVICE	\$2,383.75
FAREWAY STORES	SUPPLIES	\$85.30
FORCE FITTERS	EMPLOYEE CLOTHING	\$264.81
FORGE & BUILD	SUPPLIES	\$936.25
JOHN DEERE FINANCIAL	PART	\$6.55
JOHNSTON AUTOSTORES	PARTS	\$215.61
KEMCO TIRES, INC.	PART AND SERVICE	\$38.52
KLGA & KLGZ	ADVERTISING	\$1,381.00
MIDAMERICAN ENERGY CO.	SERVICE	\$371.47
NATIONAL INFO SOLUTIONS COOP	PRINT SERVICES	\$15,942.94
NIMECA	FEES	\$25,716.00
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	\$117,002.60
POWER & TELEPHONE SUPPLY	MATERIALS	\$27,900.81
SUSAN SEEBECKER	EMPLOYEE EXPENSE	\$21.71
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH SERVICES	\$3,103.75
TANTALUS	CONTROLLER	\$11,319.60
ULINE	SUPPLIES	\$813.50
VAN WERT INC	METERS	\$18,939.00
JOANNE E FAIRCHILD	CREDIT BALANCE REFUND	\$50.00
MARIA GALVIZU	CREDIT BALANCE REFUND	\$215.10
HENRY HAAG	CREDIT BALANCE REFUND	\$36.99
CHARLENE JESKE	CREDIT BALANCE REFUND	\$365.79
MACON CONSTRUCTION	CREDIT BALANCE REFUND	\$191.10
NORTH IOWA COMMUNITY ACTION	CREDIT BALANCE REFUND	\$280.32
DEBRA PESICKA	CREDIT BALANCE REFUND	\$43.82
MARLIDES RODRIGUEZ MATOS	CREDIT BALANCE REFUND	\$169.24
PERCY A RUMBAUT CUESTA	CREDIT BALANCE REFUND	\$219.26
JOYCE VAN HORN	CREDIT BALANCE REFUND	\$14.22
ZACHARY WEISBROD	CREDIT BALANCE REFUND	\$121.41
BORDER STATES INDUSTRIES, INC	MATERIALS	\$24,969.93
BROWN SHOE FIT CO	SUPPLIES	\$842.02
BETH CHARLTON	EMPLOYEE EXPENSE	\$32.10
CHROME TRUCK STOP	DIESEL FUEL	\$38,281.07
CULVER - HAHN ELECTRIC SUPPLY	PARTS	\$6.93
ERPELDING EXCAVATING ENT	WATER MAIN LEAK	\$4,690.11
FORGE & BUILD	TOOLS	\$579.35
HOTSY EQUIPMENT	POWER WASHER	\$12,721.00
IOWA ASSN OF MUNI UTILITIES	JAN-MARCH 2024 FEEES	\$4,592.33
IRBY	MATERIALS	\$3,884.10

KOSSUTH COUNTY 911	911 SURCHARGE	\$3,298.21
NIMECA	METER MAINTENANCE	\$2,688.89
THREADS	EMPLOYEE CLOTHING	\$235.40
VANTAGE POINT	GENERAL CONSULTING	\$340.00
SANDY BAXTER	CA REBATE	\$500.00
RICHARD CRAIL	WINDOW REBATE	\$845.30
WAYNE KAISER	INSULATION REBATE	\$116.88
DAVID KERKOVE	WINDOW REBATE	\$1,474.77
BILL MAYER	CA REBATE	\$500.00
JULIE REYNOLDS	WINDOW REBATE	\$401.25
ROB-SEE-CO	LIGHTING REBATES	\$3,000.00
SCOTT SEWICK	CA REBATE	\$300.00
BAHNE STRUECKER	CA REBATE	\$500.00
DON TIETZ	CA REBATE	\$500.00
VERDE OUTDOOR	LIGHTING REBATE	\$100.00
LUCAS WOODS	CA REBATE	\$300.00
HOTSY EQUIPMENT	POWER WASHER	\$12,091.00
ACCESS SYSTEMS	SUPPORT SERVICES	\$4,756.12
ALGONA CHAM. OF COMMERCE	LEADERSHIP ALGONA	\$500.00
ALGONA PLG. & HTG.	SUPPLIES	\$117.00
BOMGAARS	SUPPLIES	\$56.71
CENTURYLINK	SERVICE	\$179.66
CORE & MAIN	CHEMICAL TESTING	\$288.96
DITCH WITCH OF MN & IOWA	PARTS	\$131.15
JASON FETT	EMPLOYEE EXPENSE	\$108.60
FORCE FITTERS	EMPLOYEE CLOTHING	\$764.24
IA DEPT OF REVENUE	PROPERTY TAX	\$383.12
IOWA ASSN OF MUNI UTILITIES	LOAN PAYMENT	\$6,000.01
PAUL KENNE	EMPLOYEE EXPENSE	\$57.99
MIDAMERICA COMP CORP	SERVICES	\$858.95
MIDAMERICAN ENERGY	SERVICES	\$38.95
MIDAMERICAN ENERGY CO.	RAUN-LEHIGH NEAL 3	\$94,335.98
MINSAIT ACS	SIGHT SURVEY	\$19,027.80
NEONOVA NETWORK SERVICES	SECURE IT PLUS SERVICES	\$58.80
NORTHWEST COMM NETWORK	BANDWIDTH	\$616.50
QWEST DBA CENTURYLINK-IA	SERVICE	\$305.43
KAREN SCHAAF	TRUSTEE FEE	\$75.00
SECURE SHRED SOLUTIONS, LLC	SHREDDING SERVICES	\$601.43
SPENCER MUNICIPAL UTILITIES	REIMBURSEMENT	\$368.46
STONE & STEEL	MATERIALS	\$40.00
STUNDAHL CLEANING	CLEANING SERVICE	\$1,100.00
TRUCK CENTER COMPANIES	PART AND SERVICE	\$170.58