

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 1, 2021, at 11:00 A.M.

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

Absent: Jay Geving and Mike Sabin

Others present: John Bilsten, General Manager; Sandra Batt, Secretary and Chief Financial Officer and 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 November 10, 2021, working session minutes, the November 10, 2021, regular minutes, and approval of the November 18, 2021, working session minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Heupel. 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 2021 Amended Utility Budget to order. Roll call was taken. The Chairperson noted no written or oral comments or objections. Trustee Schaaf moved to adjourn the Public Hearing, seconded by Trustee Heupel. Roll Call votes were as follows: Murphy, yes; Geving, absent; Schaaf, yes; Heupel, yes and Sabin, absent. Motion carried unanimously.

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

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

Financial Statements for October 2021 were presented by the Chief Financial Officer. Trustee Heupel moved to approve the Financial Reports and place them on file, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager provided a brief update on the Electric Utility construction projects, the repairs being made at the Water Utility on Well 6 and Well 7 and the Communications Utility's progress on the bulk cable conversion. The utility needs for Kinetic Technologies, LLC., were also discussed. The General Manager announced the closing of the sale of KLGA (Riverfront Broadcasting) to A2Z Broadcasting, LLC., Gary and Bernie Merrill.

Trustee Schaaf moved to approve the 2021 Amended Utility Budget, seconded by Trustee Heupel. Roll Call votes were as follows: Murphy, yes; Geving, absent; Schaaf, yes; Heupel, yes; Sabin, absent; Motion carried unanimously.

Trustee Schaaf moved to approve the 2022 Utility Budget, seconded by Trustee Heupel. Roll Call votes were as follows: Murphy, yes; Geving, absent; Schaaf, yes; Heupel, yes; Sabin, absent; Motion carried unanimously.

Trustee Heupel moved to approve the 2022 Communication Rate Adjustment, seconded by Trustee Schaaf. Roll Call votes were as follows: Murphy, yes; Geving, absent; Schaaf, yes; Heupel, yes; Sabin, absent; Motion carried unanimously.

The next Board of Trustees Strategic Planning Work Session is scheduled for December 20, 2021, at 12:30 PM at Algona City Hall.

The next Board of Trustees Regular meeting is scheduled for December 29, 2021, at 11:00 AM.

Trustee Heupel moved to adjourn the meeting, seconded by Trustee Schaaf. Motion carried unanimously. The meeting adjourned at 12:05 PM.

/s/ Julie Murphy
Julie Murphy, Chairperson

Attest:

/s/ Sandra M. Batt
Sandra M. Batt, Secretary

2020 Wages

L. Roethler	-	101,764.00	-	D. Smith	-	72,135.24	-	R. Simpson	-	62,058.16	-	A. Friedrich	-	70,372.04
A. Zadow	-	62,261.87	-	R. Vitzthum	-	105,258.45	-	D. Dombier	-	89,329.73	-	H. Vileta	-	82,703.30
B. Degen	-	2,450.50	-	M. Stripling	-	85,641.49	-	N. Elliott	-	81,898.30	-	B. Hatten	-	83,070.11
R. Johnson	-	85,620.01	-	J. Bilsten	-	132,246.40	-	K. Griep	-	44,527.01	-	K. Siefken	-	44,214.45
V. Foth	-	43,204.32	-	S. Batt	-	102,835.22	-	L. Thilges	-	59,694.47	-	J. Vautier	-	19,500.99
R. Beenken	-	41,285.11	-	L. Rongved	-	50,591.74	-	S. Grandgenett	-	67,246.40	-	P. Hudspeth	-	54,228.41
D. Groen	-	72,904.00	-	S. Baer	-	55,521.57	-	S. Seebecker	-	63,720.83	-	S. Fortune	-	51,395.50
R. Jennings	-	72,103.20	-	C. Olson		27,806.04	-	E. Degen	-	91,520.00	-	P. Kenne	-	62,018.24
L. Moe	-	62,091.23	-	G. Larsen	-	61,737.69	-	J. Fett	-	62,672.82	-	K. Hilsabeck	-	62,774.66
P. Woods	-	83,834.43	-	K. Rash	-	61,904.57	-	J. Prothman	-	55,959.31	-			

The following vouchers were approved:

<u>CHECK/ WIRE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
646	UPS	SHIPPING	\$ 30.90
647	NIMECA	NEAL 4	321,991.54
648	UPS	SHIPPING	29.97
649	NATIONAL CABLE TELEVISION COOP	SPLITTER	612.11
650	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	3,000.00
651	EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	14,000.00
652	CARD CENTER	EXPENSES	1,281.09
653	CARD CENTER	EXPENSES	2,087.07
654	CARD CENTER	EXPENSES	424.88
655	CARD CENTER	EXPENSES	448.88
656	AMU PAYROLL	PAYROLL EXPENSE	67,575.87
657	SISCO	HEALTH INSURANCE	32,516.46
658	SISCO	FLEX	701.02
659	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	3,824.00
660	TREASURER, STATE OF IOWA	USE TAX-3RD QUARTER 2021	3,402.00
661	EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE 3RD QUARTER	20,715.00
662	IOWA STATE BANK	ISB LOAN	18,723.17
663	USAC	SUPPORT MECHANISM	2,450.09
664	EFTPS TRANSFER	PAYROLL TAXES	23,639.68
665	SISCO	FLEX	3,143.77
666	UPS	SHIPPING	92.15

667	ONLINE SERVICES	ACTION LETTERS/UTILITY EXCHANGE	268.84
668	ONLINE SERVICES	BAD DEBT PMT	123.23
669	CITY OF ALGONA	CITY SEWER USAGE	4,539.51
670	TRINITY WIND, LLC	POWER-OCTOBER	9,835.00
671	NATIONAL CABLE TELEVISION COOP	SUBS	4,497.33
672	SISCO	FLEX	3,994.28
673	UPS	SHIPPING	174.45
674	NATIONAL CABLE TELEVISION COOP	REMOTE CONTROL W/DVR	936.72
675	AMU PAYROLL	PAYROLL EXPENSE	67,182.84
676	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	3,810.00
677	SISCO	FLEX	1,193.32
678	EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	20,421.00
679	TREASURER STATE OF IOWA	TREASURER-STATE	12,832.00
680	EFTPS TRANSFER	PAYROLL TAXES	23,494.07
681	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,010.01
682	AFLAC	PREMIUMS	806.20
683	IPERS	EMPLOYEES RETIREMENT SYSTEM	47,938.12
684	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	3,000.00
685	EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	14,000.00
686	USAC	SUPPORT MECHANISM	2,450.09
687	NIMECA	NEAL 4	385,265.69
688	ALGONA MUNICIPAL UTILITIES	PAPERLESS UTILITY BILLS	13,827.80
689	UPS	SERVICE CHARGES	15.45
690	AMU PAYROLL	PAYROLL EXPENSE	69,306.07
691	INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	538.96
692	UPS	SHIPPING	28.56
693	CITY OF ALGONA	FRANCHISE FEE	5,090.57
694	SISCO	FLEX	834.98
695	US CELLULAR	SERVICE	510.50
59101	ALGONA PUBLISHING CO.	ADVERTISING	2,446.70
59102	ARNOLD MOTOR SUPPLY	PARTS	21.23
59103	B&W CONTROL SPECIALISTS	CHEMICAL	279.54
59104	BGHS AFTER PROM PARTY	AFTER PROM	25.00
59105	BLACKHAWK SPRINKLERS INC	SEMI-ANNUAL FIRE SPRINKLER INSPECTION	125.00
59106	BOLTON & MENK, INC.	HALL/OVERMEYER WATERMAIN REPAIR	157.50
59107	BROWN SUPPLY COMPANY	METER VALVE	1,420.20
59108	CENTURYLINK	SERVICE	75.36
59109	CENTURYLINK	SERVICE	326.45
59110	CITY OF ALGONA	UTILITY RECONSTRUCTION	4,586.97
59111	CONSORTIA CONSULTING	CONSULTING SUPPORT	975.00
59112	CREDIT BUREAU OF KOSSUTH CO	PUBLIC RECORD BULLETIN	216.00
59113	DAN-D LASER CARTRIDGES	TONER	128.40
59114	DGR ENGINEERING	WATER SYSTEM PLAN	5,341.94
59115	EISCHEN SALES INC	TRIMMERS/SHARPEN CHAIN	952.37
59116	FARMERS COOPERATIVE ELEV.	PROPANE CYLINDER	30.00
59117	STEVE GRANDGENETT	EXPENSE REIMBURSEMENT	18.96
59118	GRAYBAR ELECTRIC CO INC	VERTIC CORP PEDSTL	1,088.56
59119	IDALS	3-YEAR RENEWAL FEE	20.00
59120	IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	6,000.01
59121	KEMCO TIRES, INC.	FLAT REPAIR UNIT 18	25.00
59122	KOSS CO EXTENSION OFFICE	COMMERCIAL PESTICIDE APP TRNG	115.00
59123	LINCOLN LIFE	DEFERRED COMPENSATION-OCTOBER	5,959.62
59124	MARTINS FLAG CO., INC.	FLAGS	156.27
59125	METERING & TECHNOLOGY SOLUTIONS	LEAD BRONZE BARE METER	772.94
59126	MUNICIPAL MANAGEMENT CORP	SURVEY SYSTEM ON HYDRANTS	2,500.00

59127	N.I.A.C.C.	WATER CONFERENCE	120.00
59128	NIMECA	FERC SPP ATTORNEY FEES	3.14
59129	NORTHWEST COMM NETWORK	BAND WIDTH	616.50
59130	SCHUMACHER WELL DRILLING	PURE CORE COIL PIPE	705.00
59131	TANTALUS	C&I METER READER-ITRON SENTINEL	10,340.96
59132	HOWARD/DONNA BORMANN	CUSTOMER REFUND	15.90
59133	LYNN FETT	CA REBATE	500.00
59134	JACQUELYN MEDIN	WINDOW REPLACEMENT REBATE	319.49
59135	JUSTIN/EMILY OMAN	CA REBATE	500.00
59136	METLIFE SMALL BUSINESS CENTER	PREMIUMS	5,489.54
59137	ADVANCED MEDIA TECHNOLOGIES	NEXGEN GATEWAY	1,361.96
59138	ALGONA PUBLISHING CO.	ADVERTISING	2,509.18
59139	AUTUMN IRRIGATION	INDUSTRIAL LINE BLOW OUT	105.00
59140	SHEILA BAER	EXPENSE REIMBURSEMENT	80.16
59141	BGHS PUBLICATIONS	1/8 PAGE ADVERTISING	65.00
59142	BOMGAARS	SUPPLIES-WATER	745.52
59143	BROWN SUPPLY COMPANY	SUPPLIES	418.49
59144	CHROME TRUCK STOP	FUEL	641.53
59145	DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	550.00
59146	HY-VEE	MEALS EMPLOYEE TRAINING	133.64
59147	IDALS	APPLICATOR RENEWAL	30.00
59148	IGLASS NETWORKS	NETWORK MONITORING	500.00
59149	IOWA ASSN OF MUNI UTILITIES	TRAINING WORKSHOP	4,471.16
59150	IOWA COMMUNICATIONS ALLIANCE	IMPACT REGISTRATION-COMMUNICATIONS	1,125.00
59151	IOWA ONE CALL	UNDERGROUND LOCATION COMPANY	346.80
59152	IRBY	FIBERGLASS BOX	2,931.80
59153	JCL SOLUTIONS	RATCHEDWHEEL	48.66
59154	JOHN DEERE FINANCIAL	OIL FILTER	23.53
59155	KLGA & KLGZ	ADVERTISING	1,253.70
59156	KOSSUTH COUNTY ADVANCE	NEWSPAPER DONATION	125.00
59157	KOSSUTH COUNTY TRANSFER STATION	WASTE	20.00
59158	MIDAMERICAN ENERGY	GAS SERVICE-1620 E POPLAR,23032	498.78
59159	NATIONAL INFORMATION SOLUTIONS	2021 MIC CONFERENCE	1,990.00
59160	NORTH IA LUMBER	SUPPLIES	142.92
59161	NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	104,774.33
59162	LOWELL ROETHLER	EXPENSE REIMBURSEMENT	344.96
59163	SECURE SHRED SOLUTIONS, LLC	SHREDDING SERVICE	27.00
59164	SPENCER MUNICIPAL UTILITIES	3RD QTR REIMBURSEMENT	2,893.10
59165	KALEB ELLIOTT	CREDIT BALANCE REFUND	14.36
59166	STONEY WAGNER	WINDOW REPLACEMENT	1,056.89
59167	A & M LAUNDRY	LAUNDRY SERVICE	39.84
59168	ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	4,414.76
59169	ALBIN ACQUISITION CORP	BACKGROUND CHECKS	101.60
59170	AMERICAN GLASS COMPANY	OFFICE WINDOW	787.84
59171	AUREON NETWORK SERVICES	NETWORK SERVICES	9,581.31
59172	BGHS BOOSTER CLUB	BOOSTER CLUB ADV	700.00
59173	BIG 10	SUBS	126.50
59174	BROWN SUPPLY COMPANY	SUPPLIES	905.00
59175	BUSCHERS SERVICE CENTER	FUEL	1,394.22
59176	CENTRAL IOWA DISTRIBUTING	SUPPLIES	320.98
59177	CINTAS CORPORATION #754	SUPPLIES	191.50
59178	COLORS BY DESIGN	PAINT	43.11
59179	COOKS SCRAP IRON & METAL	SUPPLIES	269.05
59180	DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	238.13
59181	DUMP IT INC.	SANITATION	321.81

59182	ERPELDING EXCAVATING ENT	6" WATER LEAK ON OVERMEYER	19,541.33
59183	FAREWAY STORES	SUPPLIES	108.20
59184	GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICES	88.25
59185	HEARST TELEVISION	SUBS	290.00
59186	HYGIENIC LABORATORY - AR	TESTING	128.00
59187	IRBY	3 PHASE METER SOCKETS	941.60
59188	K & H COOP OIL CO.	FUEL	224.68
59189	KEMCO TIRES, INC.	FLAT REPAIR-ROTATE TIRES	57.10
59190	KOSSUTH REG. HEALTH CENTER	TESTING	105.00
59191	NATIONAL INFORMATION SOLUTIONS	OCTOBER 2021 RECURRNG	12,861.76
59192	NEXSTAR	SUBS	319.32
59193	REDING GRAVEL & EXC.	PEA GRAVEL AND SAND	1,455.02
59194	REGULATORY COMPLIANCE SER	TELEPHONE CONSULTATIONS	395.00
59195	SAFETAY-KLEEN	PARTS WASHER - SOLVENT	186.95
59196	SKARSHAUG TESTING LABS	TESTING	218.83
59197	WESCO DISTRIBUTION INC.	SUPPLIES	1,018.43
59198	CHRIS ALT	ELEC METER CONV REBATE	75.00
59199	CBR PROPERTIES - BRETT VENTEICHER	WINDOW REPLACEMENT	166.47
59200	EVANGELICAL FREE CHURCH	WINDOW REPLACEMENT	1,500.00
59201	STEVE FOX	AC REBATE	300.00
59202	BRUCE GERVAIS	CA REBATE	500.00
59203	CLAYTON & MOLLY HENDERSON	CA REBATE	300.00
59204	RICHARD REISING	CA REBATE	500.00
59205	ALGONA PLG. & HTG.	SUPPLIES	29.96
59206	CENTURYLINK	SERVICE	81.53
59207	CITY OF ALGONA	UTILITY RECONSTRUCTION	35,260.01
59208	COOPERATIVE RESPONSE CENTER	RESPONSE CENTER	1,679.89
59209	DEAN MEYER ELECTRIC	POW CAMP-SERVICE CALL	84.50
59210	DGR ENGINEERING	COMPREHENSIVE STUDY	671.00
59211	JAY GEVING	TRUSTEE FEE	75.00
59212	DON HEUPEL	TRUSTEE FEE	75.00
59213	HY-VEE	SUPPLIES	140.30
59214	ICONECTIV, LLC	LNP	65.51
59215	IRBY	TRANSFORMER PAD	1,195.73
59216	JOHNSTON AUTOSTORES	PARTS	19.12
59217	MIDAMERICA COMP CORP	STATMENT PROCESSING	5,375.34
59218	JULIE MURPHY	TRUSTEE FEE	75.00
59219	NORTH IOWA MECHANICAL	ADJUSTED WTR PRESSURE	90.95
59220	NYEMASTER GOODE PC	PROFESSIONAL SERVICES	2,591.50
59221	RESCO	TRANSFORMERS	62,283.10
59222	MIKE SABIN	TRUSTEE FEE	75.00
59223	KAREN SCHAAF	TRUSTEE FEE	75.00
59224	SLIPSTREAM	LED OCT 2021	1,155.00
59225	STUNDAHL CLEANING	CLEANING SERVICE	1,000.00
59226	THREADS	EMPLOYEE CLOTHING	126.26
59227	UNITYPOINT CLINIC-OCC MEDICINE	TESTING	42.00
59228	WESCO DISTRIBUTION INC.	STL U GUARD	3,520.24
59229	BARB BAER	ELECTRIC METER CONVERSION REBATE	75.00
59230	GARY'S PLUMBING	ELECTRIC METER CONV-COM REBATE	150.00
59231	LEANNE GIFFORD	WINDOW REPLACEMENT REBATE	107.00
59232	ANGIE JOHNSON	CA REBATE	500.00
59233	DUSTIN & LACI MORTENSEN	ELECTRIC METER CONV REBATE	75.00
59234	KOSSUTH COUNTY FOOD PANTRY	KOSS CTY FOOD PANTRY	1,000.00
59235	HEATH VILETA	COMP TIME PAYOUT	57.90
59236	MICHAEL STRIPLING	COMP TIME PAYOUT	274.48

59237	NOLYN ELLIOTT	COMP TIME PAYOUT	482.92
59238	BRIAN HATTEN	COMP TIME PAYOUT	223.63
59239	KEVIN HILSABECK	COMP TIME PAYOUT	611.73
59240	KEVIN RASH	COMP TIME PAYOUT	629.46
59241	JEREMY PROTHMAN	COMP TIME PAYOUT	335.95
59242	ALEX FRIEDRICH	COMP TIME PAYOUT	324.81
59243	PAUL KENNE	COMP TIME PAYOUT	458.03
59244	RODNEY JOHNSON	COMP TIME PAYOUT	126.31
59245	JASON FETT	COMP TIME PAYOUT	223.15
59246	ADVANCED MEDIA TECHNOLOGIES	NXG SERVICE AGREEMENT	1,570.23
59247	AMU REVOLVING LOAN FUND	MR REFUND - CITY OF ALGONA	8,750.00
59248	BOMGAARS	SUPPLIES-WATER	770.31
59249	BUCHANAN BIBLER, GABOR & MEIS	LEGAL SERVICE	112.50
59250	CENTURYLINK	SERVICE-CABS 2 TOWER SOUTH	20.07
59251	CENTURYLINK	REVENUE/COMPENSATION	0.02
59252	CITY OF ALGONA	UTILITY RECONSTRUCTION	623.25
59253	DGR ENGINEERING	MISC ELECTRIC	851.50
59254	ERPELDING EXCAVATING ENT	CORE OUT FOR SIDEWALK REPL	12,395.79
59255	FASTENAL COMPANY	SUPPLIES	31.34
59256	GRAYBAR ELECTRIC CO INC	COMMSCOPE DROP 100'/200'	1,642.83
59257	HAWKINS INC.	CHEMICALS	2,365.32
59258	HOMETOWN CONNECTIONS	STRATEGIC PLANNING	8,413.18
59259	HOMETOWN DISTRIBUTING LLC	ICE MELT	333.63
59260	HOMEWARD, INC	CREDIT BAL REFUND-M PRENTICE	35.53
59261	JCL SOLUTIONS	SUPPLIES-OFFICE	164.54
59262	KOSSUTH COUNTY 911 JOINT SERVICE	911 SURCHARGE	4,000.64
59263	METLIFE SMALL BUSINESS CENTER	PREMIUMS	5,390.40
59264	MIDAMERICA COMP CORP	STATMENT PROCESSING	4,410.22
59265	MIDAMERICAN ENERGY	GAS USAGE-521 N HALL ST	99.44
59266	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	434.91
59267	LINDSEY MOE	EXPENSE REIMBURSEMENT	108.57
59268	VAN WERT INC	12S WITH DISCONNECT	599.63
59269	VANTAGE POINT	GENERAL CONSULTING	1,070.00
59270	WESCO DISTRIBUTION INC.	OKON 15KV 1/0SOL 220	25,952.85
59271	LEODYS ALVAREZ	CUSTOMER REFUND	10.99
59272	EUGENE ARNDORFER	CUSTOMER RFUND	19.44
59273	ALBERT BECKER	CUSTOMER REFUND	97.45
59274	CHAD BESCH	CUSTOMER REFUND	23.20
59275	JUDY BESCH	CA REBATE	300.00
59276	HOWARD/DONNA BORMANN	CUSTOMER REFUND	15.90
59277	JILLIAN BOWMAN	CUSTOMER REFUND	32.86
59278	FRANCISCO D HERNANDEZ YULL	CUSTOMER REFUND	59.92
59279	JIM MONSON	WINDOW REPLACEMENT REBATE	995.96
59280	ALBERTO PADILLA	CUSTOMER REFUND	55.99
59281	MYRTLE PLATT	CUSTOMER REFUND	13.34
59282	VAUGHN R SANSONE	CUSTOMER REFUND	31.20
59283	MANINDER SINGH	CUSTOMER REFUND	80.59
59284	SITE SERVICES	CUSTOMER REFUND	558.12