

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 June 29, 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, Abby Wolf, Senior Accountant.

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

The consent agenda included roll call, adoption of the agenda, approval of the May 25th and June 7th, 2022, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Geving 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.

Chief Financial Officer Robert Harrington presented Financial Statements for May 2022. Trustee Schaaf 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 electrical generation request from South West Power Pool on Friday June 24th in the afternoon and the installation of electrical vehicle (EV) chargers when the Call Street & Moore Street parking lot renovation is completed this summer. The General Manager stated there will be a charge for the use of the EV chargers. Discussion was held on various Department of Energy (DOE) grants for wind farm optimization and rural electricity generators.

Trustee Geving moved to approve Resolution 2022-13 2022 Reimbursement Resolutions for Water Projects, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Heupel moved to approve Tax Exemption Certificate, seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Sabin moved to approve and authorize a form of Loan Agreement and authorizing and providing for the issuance of Capital Loan Notes and providing for a method of payment of the Notes, seconded by Trustee Geving. Motion carried unanimously.

Trustee Schaaf moved to approve easements with Suidae Health, City of Algona and Carol Rae Campe, seconded by Trustee Heupel.

The AMU Revolving Loan Committee recommended conditional approval of a loan of \$75,000 to Taffe Wellness Center with a 4.00% interest rate and monthly payments for ten years. Trustee Heupel moved to conditionally approve the loan, seconded by Trustee Geving. Motion carried unanimously.

Trustee Chairperson Murphy led the annual review of performance of the General Manager.

Trustee Geving moved to approve Resolution 2022-12 Wages for 2022-2023, seconded by Trustee Heupel. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for July 27, 2022, at 11:00 A.M.

Trustee Sabin moved to adjourn the meeting, seconded by Trustee Heupel. Motion carried unanimously. The meeting adjourned at 12:30 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>
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	\$3,000.00
CARD CENTER	CC-BUSINESS 2 - 0138	\$2,441.13
NIMECA	NEAL 4	\$489,077.47
UPS	SHIPPING	\$27.40
SISCO	FLEX	\$5,939.38
NIMECA	CTS DEBT PAYOFF	\$430,000.00
EFTPS TRANSFER	PAYROLL TAXES	\$27,699.71
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457-ROTH	\$4,989.57
MIDAMERICAN ENERGY	NEAL 4	\$94,000.00
AFLAC	PREMIUMS	\$729.04
UPS	SHIPPING	\$34.03
SISCO	FLEX	\$2,137.19
UPS	SHIPPING	\$105.12
TRINITY DECOMMISSIONING	TRINITY WIND DECOMMISSIONING-MAY	\$3,654.00
TRINITY WIND, LLC	POWER-MAY	\$8,535.00
CITY OF ALGONA	CITY SEWER USAGE	\$4,709.61
SISCO	FLEX	\$837.02
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$971.53
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	\$3,386.23
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	\$23,991.88
ONLINE SERVICES	BAD DEBT PMT	\$17.49
ONLINE SERVICES	ACTION LETTERS/UTILITY EXCHANGE	\$114.85
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$538.96
TREASURER STATE OF IOWA	TREASURER-STATE	\$9,650.00
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457-ROTH	\$4,689.57
EFTPS TRANSFER	PAYROLL TAXES	\$24,430.44
SISCO	FLEX	\$3,995.81
IPERS	EMPLOYEES RETIREMENT SYSTEM	\$32,647.30
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP	\$30.00
UPS	SHIPPING	\$72.26
UPS	SHIPPING	\$15.50
US CELLULAR	SERVICE	\$469.34
USAC	SUPPORT MECHANISM	\$1,796.81
ALGONA MUNICIPAL UTILITIES	PAPERLESS UTILITY BILLS	\$15,610.84
ALGONA MUNICIPAL UTILITIES	COMM PAPERLESS BILLS	\$3,455.19
NIMECA	NEAL 4	\$296,210.45
SISCO	FLEX	\$1,584.17
SISCO	HEALTH INSURANCE	\$41,272.72
CITY OF ALGONA	FRANCHISE FEE	\$5,391.21
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$4,536.74
ADVANCED MEDIA TECHNOLOGIES	SFP EXTENSION MODULE/MAINTENANCE	\$1,150.17
ALGONA COMM.SCHOOL FOUND.	ADVERTISING	\$150.00
BORDER STATES INDUSTRIES, INC	MATERIAL	\$2,686.57
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$402.02
CENTURYLINK	SERVICE	\$86.47
CENTURYLINK	SERVICE-CABS 2 TOWER SOUTH	\$20.73
CENTURYLINK	REVENUE/COMPENSATION	\$0.01
CHROME TRUCK STOP	FUEL	\$30,304.62
CONSORTIA CONSULTING BY TELEC	CONSULTING SUPPORT	\$975.00
CORN BELT POWER COOP	REPLACE METER UNIT 7	\$12,845.08
DGR ENGINEERING	HYDRAULIC ANALYSIS	\$7,264.88
DALE DORNBIER	EMPLOYEE EXPENSE	\$146.32
FASTENAL COMPANY	PARTS	\$3.82
HAWKINS INC.	CHEMICALS	\$3,960.47
HY-VEE	CLOUD SERVICE FOR IPADS	\$25.00
IA DEPT.OF NAT.RESOURCES	WATER PLANT FILTER REHAB	\$562.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$6,000.00
IOWA ONE CALL	UNDERGROUND LOCATION COMPANY	\$238.20
IRBY	MATERIAL	\$49,544.27

KOSSUTH CTY. CONCERT ASSOC.	ADVERTISING	\$450.00
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$5,729.96
STEIER AG	LAWN MIX	\$295.00
VANTAGE POINT	HEADEND CISCO SWITCH	\$957.50
ZIEGLER INC.	VALVE	\$920.21
TIM MOLACEK	ELECTRIC METER CONVERSION REBATE	\$75.00
BRAD/BROOKE SUDOL	WINDOW REPLACEMENT	\$892.47
HTV RETRANSMISSION	SUBS 2/11-2/28	\$190.89
ALGONA CHAM. OF COMMERCE	ANNUAL WELLNESS PAYOUT	\$5,100.00
A & M LAUNDRY	LAUNDRY SERVICE	\$39.84
ADVANCED CONTROL SYSTEMS	GOLD SUPPORT 4/1-6/30/22	\$2,841.60
ALGONA PLG. & HTG.	PART	\$143.70
BOLTON & MENK, INC.	HWY 18 WATERMAIN PROJECT	\$11,400.00
BOMGAARS	SUPPLIES	\$565.35
BOOT BARN, INC	EMPLOYEE EXPENSE	\$309.22
BORDER STATES INDUSTRIES, INC	MATERIAL	\$7,136.98
CENTURYLINK	SERVICE	\$305.43
COOPERATIVE RESPONSE CENTER, INC.	RESPONSE CENTER	\$1,778.08
CORE & MAIN	VALVE	\$113.84
CRESCENT ELECTRIC SUPPLY	CONDUIT	\$647.63
CUSTOM KONCRETE	WORK @ CITY OF ALGONA CENTRAL	\$684.00
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
FASTENAL COMPANY	SUPPLIES	\$180.19
GRAYBAR ELECTRIC CO INC	30X48 VAULT SPLIT LID	\$7,674.59
BRIAN HATTEN	EMPLOYEE EXPENSE	\$190.96
ICONECTIV, LLC	LNP	\$65.42
IOWA UTILITIES BOARD	ASSESSMENT	\$232.47
IRBY	TRANSFORMER FOUNDATION	\$7,575.60
KOSSUTH COUNTY ADVANCE	NEWSPAPER	\$175.00
LICHTER GARAGE OPENER SER	PP-OVERHEAD DOOR REPAIR	\$350.96
MIDAMERICAN ENERGY	GAS SERVICE-1620 E POPLAR,23032	\$602.68
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	\$106,545.87
NORTHWEST COMM NETWORK	BAND WIDTH	\$616.50
JARROD STURTZ	EMPLOYEE EXPENSE	\$154.44
THREADS	EMPLOYEE EXPENSE	\$210.79
ZIEGLER INC.	VALVE	\$910.67
MARILYN DEAL	CA REBATE	\$300.00
KURT KISSINGER	AC REBATE	\$300.00
MURPHY REALTY & MANAGEMENT	AC REBATE	\$300.00
MURPHY REALTY & MANAGEMENT	CA REBATE	\$300.00
MURPHY REALTY & MANAGEMENT	AC REBATE	\$300.00
ALGONA VIPS	ADVERTISING	\$78.00
ALGONA PUBLISHING CO.	ADVERTISING	\$1,237.17
AUREON NETWORK SERVICES	DID'S	\$1,001.56
BUSCHER BROS. CORPORATION	YARD RAKE	\$3.88
BUSCHERS SERVICE CENTER	FUEL	\$3,291.85
DAN-D LASER CARTRIDGES	SUPPLIES	\$355.91
DUMP IT INC.	SANITATION	\$333.04
ERPELDING EXCAVATING ENT	REPLACE HYDRANT @ CINCO	\$3,729.34
GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICES	\$88.25
GRAYBAR ELECTRIC CO INC	SUPPLY	\$19.20
HYGIENIC LABORATORY - AR	TESTING	\$304.50
IGLASS NETWORKS	NETWORK MONITORING	\$500.00
IOWA ASSN OF MUNI UTILITIES	ADVERTISING	\$260.00
K & H COOP OIL CO.	FUEL	\$353.24
KEMCO TIRES, INC.	REPAIR TIRE UNIT 8	\$27.00
KLGA & KLGZ	ADVERTISING	\$1,487.40
KOSSUTH REG. HEALTH CENTER	TESTING	\$184.00
MIDAMERICA COMP CORP	MONTHLY SOFTWARE MAINTENANCE	\$858.95
NATIONAL INFO SOLUTIONS COOP	MARCH 2022 MISC-RCV 6.8.22	\$51,425.60
O'REILLY AUTOMOTIVE, INC.	PARTS	\$58.43
PITNEY-BOWES INC.	E-Z SEAL	\$72.67

VERMEER	ADAPTER ASSY/SWIVEL-24K	\$3,034.58
MARILYN ARNDORFER	AC REBATE	\$300.00
JEFF GELHAUS	AC REBATE	\$500.00
SIRI HARTSFIELD	AC REBATE	\$300.00
GARY HOOVER	AC REBATE	\$300.00
ROBERT JENNINGS	CA REBATE	\$300.00
BRITTNEY KRAMER	CA REBATE	\$300.00
KOSSUTH COUNTY RECORDER	CLOSING COSTS FOR K9 FUREVER	\$136.00
ALGONA CHAM. OF COMMERCE	ADVERTISING	\$250.00
AUREON NETWORK SERVICES	NETWORK SERVICES	\$7,062.54
BORDER STATES INDUSTRIES, INC	SHRINK SPLICE	\$1,814.30
BROWN SUPPLY COMPANY	INVENTORY MATERIAL	\$9,912.00
BUCHANAN BIBLER, GABOR & MEIS	LEGAL CONSULTING	\$135.00
CENTURYLINK	SERVICE	\$80.51
CHROME TRUCK STOP	FUEL	\$648.58
CINTAS CORPORATION #754	MEDICAL SUPPLIES	\$304.32
CITY OF ALGONA	MCCOY ST. WATER MAIN IMPROVEMENTS	\$64,124.62
COOKS SCRAP IRON & METAL	PARTS AND LABOR	\$117.90
DAN-D LASER CARTRIDGES	TONER	\$64.20
DITCH WITCH OF MINNESOTA & IOWA	LAWN SWEEPER	\$1,221.71
FAREWAY STORES	SUPPLIES	\$19.22
FASTENAL COMPANY	SUPPLIES	\$83.96
FORCE FITTERS	EMPLOYEE EXPENSE	\$2,337.74
GRAYBAR ELECTRIC CO INC	HARDWARE	\$58.41
JOHN DEERE FINANCIAL	PART	\$81.12
JOHNSTON AUTOSTORES	PARTS	\$80.94
MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	\$377.08
MPOWER TECHNOLOGIES, INC	SOFTWARE ANNUAL MAINTENANCE	\$5,400.00
MUNICIPAL MANAGEMENT CORP	ISOLATE LEAK BY HOSPITAL	\$800.00
NATIONAL INFO SOLUTIONS COOP	MAY 2022 MISC	\$347.67
NEONOVA NETWORK SERVICES	SECURE IT PLUS	\$33.60
NIMECA	NAR TRANSFER FEEX	\$45.99
NORTH IA LUMBER	SUPPLIES	\$373.40
NORTH IOWA COMM. ACTION	DEPOSIT REFUND	\$300.00
O'REILLY AUTOMOTIVE, INC.	PP-GLOVES	\$13.99
PMC ADVANTAGE SERVICES, INC	WORKERS COMP AUDIT 4/21-4/22	\$4,137.00
POWER & TELEPHONE SUPPLY	MATERIAL	\$2,001.20
RENTAL ZONE, LLC	EQUIP RENTAL	\$294.25
SCHUMACHER WELL DRILLING	PARTS	\$31.30
SEMACONNECT, INC.	ELECTRICAL VEHICLE CHARGER	\$10,027.88
SIGN WORKS	BULK WATER SIGN	\$52.17
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH/SIP SESSIONS	\$2,436.25
THE WATER CONNECTION	PARTS	\$53.11
JESSE L ADAMS	CREDIT BALANCE REFUND	\$132.77
YAN DAVILA BANCHS	CREDIT BALANCE REFUND	\$194.40
JOSE BERMUDEZ PENA	CREDIT BALANCE REFUND	\$433.53
MATTHEW BORMANN	CREDIT BALANCE REFUND	\$51.49
CMD7, LLC	CA REBATE	\$300.00
BRADY/CASSIE COLLISON	WINDOW REPLACEMENT REBATE	\$1,150.04
GARY LAABS	CR-ON DELORES HACKBARTH	\$898.56
ELISABETH GRIMM	CREDIT BALANCE REFUND	\$23.80
NANCY HUGO	WINDOW REPLACEMENT REBATE	\$177.02
OLIVIA KAJEWSKI	CREDIT BALANCE REFUND	\$271.20
TYMARIO ROBBINS	CREDIT BALANCE REFUND	\$59.02
OMAR SANTIESTEBAN DIAZ	CREDIT BALANCE REFUND	\$300.11
KEITH/DAWN SCHECHINGER	CA REBATE	\$300.00
JEAN SHEY	WINDOW REPLACEMENT REBATE	\$337.64
ACCESS SYSTEMS	LICENSE ANNUAL AGREEMENT	\$5,974.45
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$4,536.74
BUCHANAN BIBLER, GABOR & MEIS	CLOSING COSTS FOR K9 FUREVER	\$400.00
CENTURYLINK	SERVICE	\$166.98
CENTURYLINK	REVENUE/COMPENSATION	\$0.01

CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$975.00
CORN BELT POWER COOP	GENERATOR AND METERS	\$18,478.85
DGR ENGINEERING	RATE STUDY	\$24,703.50
DOTSON, GUENTHER, CHRISTIAN & LAUER		
ERPELDING EXCAVATING ENT	CLOSING COSTS FOR K9 FUREVER	\$500.00
ESRI, INC	COPPER LINE @ 310 W NORTH ST	\$11,622.90
FASTENAL COMPANY	ANNUAL MTCE ON GIS SOFTWARE	\$2,750.00
FORCE FITTERS	PARTS	\$372.17
HAWKINS INC.	EMPLOYEE EXPENSE	\$2,161.64
HY-VEE	CHEMICAL	\$2,916.14
MIDAMERICAN ENERGY	OFFICE SUPPLIES	\$71.32
PITNEY-BOWES INC.	GAS USAGE-521 N HALL ST, 31016	\$64.71
PMC ADVANTAGE SERVICES, INC	LEASE	\$946.44
VERMEER	GENERAL LIABILITY AUDIT 4/21-4/22	\$2,159.00
ZIEGLER INC.	PART FOR BORING MACHINE	\$1,339.98
LISA ARNOLD	MTCE. ON ENGINE & GENERATOR	\$88,129.84
	CREDIT BALANCE REFUND	<u>\$45.25</u>