

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 August 3, 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; Scott Buchanan, Legal 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 June 29, 2022, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Heupel moved to approve the consent agenda, seconded by Trustee Geving. Motion carried unanimously.

Voucher Numbers 60385 - 60565 – General Fund
ACH & Wire Transfers 999 thru 1048 – General Fund
Payrolls dated 7/8/2022 and 7/22/2022
Utility Uncollectable accounts dated 5/31/2022 \$1,889.49
Communications Uncollectable accounts dated 5/31/2022 \$3,073.88

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

General Manager John Bilsten presented Financial Statements for June 2022. Trustee Geving moved to approve the statements and place them on file, seconded by Trustee Heupel. Motion carried unanimously.

The General Manager provided an update on the July 2022 request for local electric generation for grid reliability from the South West Power Pool, work on generating units at the power plant, various projects in the electric, water and communications departments, and future generation planning.

Trustee Sabin moved to approve a change in the AMU Customer Service Rules that changes the usage time frame for calculating a deposit on electric accounts from 12 months to 24 months, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Schaff moved to approve hiring Alex Friedrich as Communications Operations Manager and set his wage, effective as of July 28, 2022, seconded by Trustee Geving. Motion carried unanimously.

Trustee Geving moved to set the date and time for a bid letting for the AMU Water Treatment Plant Filter Rehabilitation Project for August 30, 2022 at 2:00 PM, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Schaff moved to set the date and time for a public hearing on the AMU Water Treatment Plant Filter Rehabilitation Project for August 31, 2022 at 11:00 AM, seconded by Trustee Sabin. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for August 31, 2022, at 11:00 AM.

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

/s/ Julie Murphy
Julie Murphy, Chairperson

Attest:

/s/ John Bilsten
John Bilsten, General Manager

The following vouchers were approved:

<u>VENDOR</u>	<u>Description</u>	<u>Amount</u>
EFT	WATER SERVICE EXCISE TAX	\$ 3,000.00
EFT	SALES TAX TRANSFER	\$ 14,000.00
EFTPS	PAYROLL TAXES	\$ 25,774.81
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457-ROTH	\$ 4,689.57
SISCO	FLEX	\$ 1,699.63
MIDAMERICAN ENERGY	NEAL 4	\$ 146,000.00
AFLAC	PREMIUMS	\$ 729.04
SHARON WILDIN DUNN	WIRE TRANSFER FOR LAND PURCHASED	\$ 34,000.00
UPS	SHIPPING	\$ 86.01
CARD CENTER	SUPPLIES-BUSINESS 3	\$ 445.07
CARD CENTER	EXPENSES-BUSINESS 2	\$ 685.00
CARD CENTER	EXPENSES-BUSINESS 1	\$ 1,907.48
CARD CENTER	EXPENSES	\$ 952.08
UPS	SHIPPING	\$ 27.45
SISCO	FLEX	\$ 5,128.21
TRINITY WIND, LLC	POWER-JUNE	\$ 7,100.00
TRINITY DECOMMISSIONING TO SVGS	TRINITY WIND DECOMMISSIONING-JUNE	\$ 3,080.00
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457-ROTH	\$ 4,614.57
EFTPS TRANSFER	PAYROLL TAXES	\$ 25,508.14
CITY OF ALGONA	CITY SEWER USAGE	\$ 4,563.34
SHARON WILDIN DUNN	LAND PURCHASE	\$ 400.00
SISCO	FLEX	\$ 1,774.50
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$ 965.91
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$ 409.25
SISCO	HEALTH INSURANCE	\$ 40,011.25
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP	\$ 30.00
ONLINE SERVICES	ACTION LETTERS/UTILITY EXCHANGE	\$ 151.13
CITY OF ALGONA	FRANCHISE FEE	\$ 5,427.24
IPERS	EMPLOYEES RETIREMENT SYSTEM	\$ 33,642.16
US CELLULAR	SERVICE	\$ 469.34
SISCO	FLEX	\$ 570.55
TREASURER STATE OF IOWA	TREASURER-STATE 2ND QTR.	\$ 8,886.00
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457-ROTH	\$ 4,584.57
USAC	SUPPORT MECHANISM	\$ 1,798.38
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$ 95.76
EFTPS TRANSFER	PAYROLL TAXES	\$ 25,714.44
NIMECA	NEAL 4	\$ 497,470.68
UPS	SHIPPING	\$ 46.88
SISCO	FLEX	\$ 844.92
ALGONA MUNICIPAL UTILITIES	COMM PAPERLESS BILLS	\$ 3,419.24
ALGONA MUNICIPAL UTILITIES	PAPERLESS UTILITY BILLS	\$ 12,897.50
UPS	SHIPPING	\$ 46.12
UPS	SHIPPING	\$ 15.50
CARD CENTER	EXPENSES	\$ 1,116.90
CARD CENTER	EXPENSES	\$ 85.56
A & M LAUNDRY	LAUNDRY SERVICE	\$ 39.84
ALGONA PLG. & HTG.	PARTS	\$ 18.73
AMERICAN GLASS COMPANY	WINDOW - WATER PLANT	\$ 387.34
BOMGAARS	SUPPLIES-WATER	\$ 382.45
BOOT BARN, INC	EMPLOYEE CLOTHING	\$ 145.47
BROWN SUPPLY COMPANY	PP REPAIR	\$ 146.00
CENTURYLINK	SERVICE	\$ 327.80
CITY OF ALGONA	WATER MAIN IMPROVEMENTS	\$ 183,225.85
DAN-D LASER CARTRIDGES	TONER	\$ 64.20
DIEBOLD	SAFE LOCK-REPAIR	\$ 677.89
ECHO GROUP, INC.	1" DUCT	\$ 3,063.22
FASTENAL COMPANY	GLOVES	\$ 12.84
FORCE FITTERS	EMPLOYEE CLOTHING	\$ 1,207.00

JAY GEVING	TRUSTEE FEE	\$ 75.00
GRAYBAR ELECTRIC CO INC	POLY LINE TAPE	\$ 296.17
DON HEUPEL	TRUSTEE FEE	\$ 75.00
ICONECTIV, LLC	LNP	\$ 65.42
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$ 6,000.00
IOWA ONE CALL	UNDERGROUND LOCATION COMPANY	\$ 414.50
IOWA UTILITIES BOARD	ASSESSMENT CHARGES	\$ 382.00
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$ 5,860.99
JULIE MURPHY	TRUSTEE FEE	\$ 75.00
NENA	COMPANY IDENTIFIER PROGRAM	\$ 255.00
NORTHWEST COMM NETWORK	BAND WIDTH	\$ 616.50
MIKE SABIN	TRUSTEE FEE	\$ 75.00
KAREN SCHAAF	TRUSTEE FEE	\$ 75.00
SPORTSMAN'S CORNER, INC	CAN-AM DEFENDER - POWER PLANT	\$ 22,525.23
STUNDAHL CLEANING	CLEANING SERVICE	\$ 1,000.00
VANTAGE POINT	HEADEND CISCO SWITCH	\$ 1,867.50
ROD VITZTHUM	SUPPLIES	\$ 17.11
WM CORPORATE SERVICES, INC.	SERVICES	\$ 200.00
AMANDA DICKEY	CA REBATE	\$ 300.00
MOJO PRODUCTIONS	INFORMATIONAL DINNER	\$ 1,050.00
KOSSUTH COUNTY RECORDER	EASEMENTS	\$ 44.00
ACCESS SYSTEMS	IT PROJECT LABOR	\$ 250.00
ALGONA PUBLISHING CO.	ADVERTISING	\$ 907.98
ARNOLD MOTOR SUPPLY	PARTS	\$ 298.80
AUREON NETWORK SERVICES	DID'S	\$ 1,007.50
BLACKHAWK SPRINKLERS INC	FIRE SPRINKLER INSPECTION	\$ 265.00
BOMGAARS	SUPPLIES	\$ 674.98
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$ 1,314.04
BROWN SUPPLY COMPANY	REPAIR CLAMP	\$ 2,959.00
CHROME TRUCK STOP	FUEL	\$ 995.31
CINTAS CORPORATION #754	MEDICAL SUPPLIES	\$ 149.99
CITY OF ALGONA	MCCOY UTILITY IMPROVEMENTS	\$ 5,047.84
COOPERATIVE RESPONSE CENTER, INC.	RESPONSE CENTER	\$ 1,817.12
CORE & MAIN	HYDRANTS	\$ 1,450.00
DAN-D LASER CARTRIDGES	TONER	\$ 171.20
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$ 550.00
DUMP IT INC.	SANITATION	\$ 336.79
ERPELDING EXCAVATING ENT	REPLACE WATER SERVICE	\$ 22,067.35
GRAYBAR ELECTRIC CO INC	MATERIAL	\$ 3,323.64
HUMBOLDT INDEPENDENT	ADVERTISING	\$ 52.50
IGLASS NETWORKS	NETWORK MONITORING	\$ 500.00
IOWA ASSN OF MUNI UTILITIES	SGNC JULY-SEPT 2022	\$ 4,375.24
JETCO INC	RXLINX REPAIR/LABOR	\$ 687.50
JOHNSTON AUTOSTORES	PARTS	\$ 169.45
K & H COOP OIL CO.	FUEL	\$ 96.88
MIDAMERICA COMP CORP	MONTHLY SOFTWARE MAINTENANCE	\$ 858.95
MIDAMERICAN ENERGY	GAS SERVICE	\$ 13.86
NORTH IA LUMBER	PLEXIGLASS	\$ 6.94
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	\$ 106,619.90
OAK HILL CONSULTING	ENGINEERING	\$ 1,564.00
PITNEY-BOWES INC.	LEASE	\$ 733.53
SDS BINDERWORKS	1YEAR SDSPRIME/MOBILE APP ACCESS	\$ 1,230.00
JEREMY BLACK	DEPOSIT REFUND	\$ 420.00
CODY FORTUNE MEMORIAL FUND	LINE WORKER SCHOLARSHIP	\$ 200.00
MARK ERPELDING	WINDOW REPLACEMENT REBATE	\$ 1,500.00
JOHN RUTLEDGE	WINDOW REPLACEMENT REBATE	\$ 221.56
TIM SAMP	CA REBATE	\$ 300.00
CAREN JOY WERNET	WATER HEAT PUMP REBATE	\$ 500.00
CAREN JOY WERNET	DEP To AP	\$ 650.00
ALGONA PLG. & HTG.	PVC CAP	\$ 52.00
JOHN BILSTEN	ROTARY DUES AND MEALS	\$ 130.00
BOLTON & MENK, INC.	ENGINEERING	\$ 13,200.00

BRENDA CLARK HAMILTON, INC.	EMPLOYEE DEVELOPMENT	\$	1,202.34
BUSCHERS SERVICE CENTER	FUEL	\$	3,022.64
CITY OF ALGONA	WATER MAIN IMPROVEMENTS	\$	149.55
COOKS SCRAP IRON & METAL	GLOVES	\$	16.59
CRESCENT ELECTRIC SUPPLY	MARLEY HEATING ELEMENT	\$	538.03
CULVER - HAHN ELECTRIC SUPPLY	POWER SUPPLY-SHOP	\$	315.16
DAN-D LASER CARTRIDGES	TONER	\$	64.20
ERPELDING EXCAVATING ENT	PEA ROCK	\$	2,184.54
FARM & HOME PUBLISHERS	PUBLICATION	\$	660.00
FASTENAL COMPANY	PARTS	\$	192.44
GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICES	\$	88.25
HYGIENIC LABORATORY - AR	TESTING	\$	101.00
IA DEPT. OF NAT.RESOURCES	ANNUAL PUBLIC WATER SUPPLY FEE	\$	604.36
KLGA & KLGZ	ADVERTISING	\$	1,397.00
KOSSUTH COUNTY 911 JOINT SERVICE BOARD	911 SURCHARGE	\$	3,761.42
MAGUIRE IRON, INC	MAINT PLAN YEAR 2-WATERTOWER ST 300 LEG	\$	10,000.00
MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	\$	432.59
NATIONAL INFORMATION SOLUTIONS COOPERATIVE	JUNE 2022 MISC.	\$	29,468.54
NEONOVA NETWORK SERVICES	SECURE IT PLUS	\$	33.60
NIMECA	NAR TRANSFER FEES	\$	45.35
NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	\$	280.90
POWER & TELEPHONE SUPPLY	SUPPLIES	\$	45,753.53
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH/SIP SESSIONS	\$	2,428.75
THE HOWARD E NYHART COMPANY INC	GASB OPEB REPORT	\$	1,450.00
THREADS	EMPLOYEE CLOTHING	\$	59.92
VERMEER	PART	\$	46.62
ROD VITZTHUM	EXPENSES	\$	2,540.49
RODRIGO M BRIZ-ROBLES	CREDIT BALANCE REFUND	\$	123.95
SHERIDAN A COOK	CREDIT BALANCE REFUND	\$	283.27
MIKE DENNY	CREDIT BALANCE REFUND	\$	83.30
PHILIP HEATH	CA REBATE	\$	300.00
CHRISTIAN JOHNSON	CREDIT BALANCE REFUND	\$	37.88
KMC CONSULTANTS LTD	CREDIT BALANCE REFUND	\$	12.73
LAVON LINDHORST	CREDIT BALANCE REFUND	\$	5.03
LANDON R SCHIEK	CREDIT BALANCE REFUND	\$	260.32
TECHTIME	CREDIT BALANCE REFUND	\$	6.10
MILIURKIS TORRES RENE	CREDIT BALANCE REFUND	\$	212.15
RODNEY ZITTRITSCH	WINDOW REPLACEMENT	\$	592.80
IOWA STATE BANK	EXPENSES	\$	100.00
MELISSA IRMITER	EXPENSES	\$	182.00
AUREON NETWORK SERVICES	NETWORK SERVICES	\$	7,000.75
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$	199.02
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$	968.83
DGR ENGINEERING	ENGINEERING	\$	4,546.10
MOODY'S INVESTORS SERVICE	SERVICES	\$	500.00
NATIONAL INFORMATION SOLUTIONS COOPERATIVE	APRIL PRINT SERVICES	\$	4,377.35
NIMECA	MRES SETTLEMENT PMT 2022	\$	7,105.34
NORTH IA LUMBER	SUPPLIES	\$	320.33
POWER & TELEPHONE SUPPLY	BATTERY PACK	\$	2,406.86
SAFETY-KLEEN SYSTEMS, INC	PARTS WASHER SERVICE-SOLVENT	\$	226.21
STEIER AG	CHEMICAL/GRASS SEED	\$	1,333.60
VANTAGE POINT	CISCO HEADEND SWITCH	\$	1,247.50
WESCO DISTRIBUTION INC.	APPLICATOR GUN	\$	83.59
MASON T BULMAN	CREDIT BALANCE REFUND	\$	56.92
BRANDON C DANIELS	CREDIT BALANCE REFUND	\$	133.75
THOMAS GARRY	CREDIT BALANCE REFUND	\$	51.36
NATHAN A SAMP	CREDIT BALANCE REFUND	\$	11.78
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$	4,092.42
ADVANCED CONTROL SYSTEMS	ANNUAL SUPPORT	\$	2,841.60
ALGONA DANCE TEAM	ADVERTISING	\$	100.00
ALGONA MUNICIPAL UTILITIES	PROJECT SHARE	\$	439.14
BOMGAARS	PARTS	\$	345.75

BORDER STATES INDUSTRIES, INC	FAULT INDICATOR	\$	4,454.68
BROWN SUPPLY COMPANY	COMPRESSION CORP STOP	\$	2,495.30
BUGS N STUFF	PEST CONTROL	\$	107.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$	189.62
CENTURYLINK	SERVICE	\$	89.39
CENTURYLINK	SERVICE	\$	324.43
CENTURYLINK	REVENUE/COMPENSATION	\$	0.01
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$	2,501.25
CULVER - HAHN ELECTRIC SUPPLY	POWER SUPPLY	\$	613.10
DAN-D LASER CARTRIDGES	SUPPLIES	\$	2,618.29
DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	\$	109.38
JASON FETT	EXPENSES	\$	49.22
FIVE STAR TOOL & SUPPLY	TOOLS/PARTS	\$	259.53
FORCE FITTERS	EMPLOYEE CLOTHING	\$	1,612.12
JAY GEVING	TRUSTEE FEE	\$	75.00
GRAYBAR ELECTRIC CO INC	VAULTS	\$	12,349.47
DON HEUPEL	TRUSTEE FEE	\$	75.00
INSIGHT	CISCO-100 GIGABIT ETHERNET	\$	2,170.07
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$	6,000.00
IOWA ONE CALL	UNDERGROUND LOCATION COMPANY	\$	433.30
IRBY	MATERIAL	\$	22,502.10
MECHANICAL COMFORT, INC	SERVICES	\$	688.28
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$	6,069.51
MIDWEST FENCE & GATE CO	REPLACEMENT OF FENCE/POSTS	\$	2,071.84
MPOWER TECHNOLOGIES, INC	CIRCUIT MODEL TOOLKIT/MAINTENANCE	\$	8,950.41
JULIE MURPHY	TRUSTEE FEE	\$	75.00
NEONOVA NETWORK SERVICES	SECURE IT PLUS	\$	33.60
NORTHWEST COMM NETWORK	BAND WIDTH	\$	616.50
POWER & TELEPHONE SUPPLY	MATERIAL	\$	21,084.77
MIKE SABIN	TRUSTEE FEE	\$	75.00
KAREN SCHAAF	TRUSTEE FEE	\$	75.00
SUSAN SEEBECKER	EXPENSES	\$	162.50
SPENCER MUNICIPAL UTILITIES	EXPENSES - TELEPHONE	\$	949.13
STUNDAHL CLEANING	CLEANING SERVICE	\$	1,000.00
TELEDYNAMICS	MATERIAL	\$	2,050.00
USA BLUEBOOK	PART	\$	214.08
VAN WERT INC	SUPPLIES	\$	165.36
HEATH VILETA	EMPLOYEE CLOTHING-BOOTS	\$	107.59
WESCO DISTRIBUTION INC.	SUPPLIES	\$	312.01
JULIE LUSTFIELD	WINDOW REPLACEMENT REBATE	\$	1,500.00
CHARLES ROBINSON	CA REBATE	\$	300.00
KYLE SCHATTSCHEIDER	CA REBATE	\$	300.00
MELISSA THILGES	ELECTRIC METER CONVERSION REBATE	\$	125.00