

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 31, 2022, at 11:00 A.M.

Board members present: Mike Sabin, Chairperson Pro-Tem; Trustees – Don Heupel, and Karen Schaaf.

Board Member present via telephone: Jay Geving.

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

Trustee Heupel moved to approve Trustee Sabin as Chairman Pro-Tem, seconded by Trustee Schaaf. Motion carried unanimously.

Chairperson Pro-Tem Sabin called the meeting to order at 11:00 AM

The consent agenda included roll call, adoption of the agenda, approval of the August 3, 2022, regular 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 Pro-Tem Sabin opened a Public Hearing at 11:02 AM for the AMU Water Treatment Plant Filter Rehabilitation Project. There being no comments either oral or written, the public hearing was closed at 11:03 AM.

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

The General Manager provided an update on the July 2022 power plant generation along with generation by other facilities of which AMU is a partial owner, has a generation sharing agreement with or has a purchase power agreement with; various on-going projects in the electric, water and communications departments, and potential future projects.

Trustee Schaaf moved to approve Plans and Specifications, Proposed Form of Contract, and Estimate of Costs for AMU Water Treatment Plant Filter Rehabilitation Project, seconded by Trustee Geving. Motion carried unanimously.

The bid letting results for the AMU Water Treatment Plant Filter Rehabilitation Project were provided by the General Manager. Three (3) bids were received and the bid table and recommendation letter from DGR Engineering were presented. The low bid was received by Industrial Process Technology, Inc. in the amount of \$256,883.00.

Bidder and Address	Total Base Bid
Industrial Process Technology, Inc. 718 S. Montana P.O. Box 758 Mitchell, SD 57301	\$256,883.00
Minturn, Inc. 144 W. Front Street P.O. Box 369 Brooklyn, IA 52211	\$393,000.00
TMI Coatings, Inc. 3291 Terminal Drive St. Paul, MN 55121	\$624,000.00

Trustee Geving moved to accept the bid by Industrial Process Technology, Inc. for the AMU Water Treatment Plant Filter Rehabilitation Project, seconded by Trustee Geving. Motion carried unanimously.

Trustee Heupel moved to approve the AMU Employee Handbook seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Geving moved to approve Resolution 2022-14 – Modifying Rate Class for the Sale of Bulk Cable Service Rate, seconded by Trustee Heupel. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for September 28, 2022, at 11:00 AM.

Trustee Schaaf moved to adjourn the meeting, seconded by Trustee Heupel. Motion carried unanimously. The meeting adjourned at 11:52 AM.

/s/ Mike Sabin
Mike Sabin, Chairperson Pro-Tem

Attest:

/s/ Robert Harrington
Robert Harrington, Secretary

The following vouchers were approved:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ONLINE SERVICES	BAD DEBT PAYMENT	\$24.99
CARD CENTER	EXPENSES	\$85.56
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	\$18,967.53
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	\$4,173.41
TREASURER, STATE OF IOWA	TREASURER-STATE 2ND QTR	\$1,601.93
CARD CENTER	EXPENSES	\$77.31
UPS	SHIPPING	\$71.50
AFLAC	PREMIUMS	\$729.04
AMU PAYROLL	AMU PAYROLL DIRECT DEPOSIT	\$73,489.49
MIDAMERICAN ENERGY	NEAL 4	\$57,000.00
SISCO	FLEX	\$2,640.22
CITY OF ALGONA	CITY SEWER USAGE	\$4,539.51
TRINITY DECOMMISSIONING	TRINITY WIND DECOMMISSIONING- JULY	\$2,240.00
TRINITY WIND, LLC	POWER-JULY	\$5,000.00
ZACH KEITH	EMPLOYEE EXPENSE	\$583.31
SISCO	FLEX	\$322.31
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	\$4,539.57
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX-JULY	\$959.79
TREASURER STATE OF IOWA	TREASURER-STATE	\$9,140.00
EFTPS TRANSFER	PAYROLL TAXES	\$26,437.61
LIBRARY OF CONGRESS	CABLE ROYALTY	\$67.00
IPERS	EMPLOYEES RETIREMENT SYSTEM	\$34,797.66
ONLINE SERVICES	SERVICES	\$83.80
ONLINE SERVICES	BAD DEBT PMT	\$23.21
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP	\$30.00
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$409.25
AMU PAYROLL	AMU PAYROLL DIRECT DEPOSIT	\$70,308.89
US CELLULAR	SERVICE	\$469.68
CITY OF ALGONA	FRANCHISE FEE	\$5,173.48
SISCO	HEALTH INSURANCE	\$38,316.87
SISCO	FLEX	\$135.08
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	\$7,790.29
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	\$4,439.57
AFLAC	PREMIUMS	\$572.20
UPS	SHIPPING	\$15.50
UPS	SHIPPING	\$15.50
UPS	SHIPPING	\$29.49
PFM FINANCIAL ADVISORS, LLC	PROFESSIONAL SERVICES	\$15,163.80
EFTPS TRANSFER	PAYROLL TAXES	\$24,315.28
SISCO	FLEX	\$3,798.23
NIMECA	NEAL 4	\$42,674.32
USAC	SUPPORT MECHANISM	\$1,798.38
ALGONA MUNICIPAL UTILITIES	COMM SERVICES	\$3,438.57
ALGONA MUNICIPAL UTILITIES	UTILITY SERVICES	\$15,747.14
MELISSA THILGES	ELEC. METER CONVERSION REBATE	\$125.00
LOWELL ROETHLER	EMPLOYEE EXPENSE	\$1,683.12
A & M LAUNDRY	LAUNDRY SERVICE	\$43.00
ACCESS SYSTEMS	SERVICE	\$49.43
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	\$14,250.00
ALGONA FAMILY YMCA	ADVERTISEMENT	\$1,500.00
AUREON NETWORK SERVICES	DID'S	\$1,007.50
BOMGAARS	SUPPLIES	\$143.94
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$331.17
BROWN SUPPLY COMPANY	SUPPLIES	\$3,935.73
BUSCHERS SERVICE CENTER	FUEL	\$2,148.78
CEMSTONE CONCRETE	SUPPLIES	\$465.57
COOP RESPONSE CENTER	RESPONSE CENTER	\$1,839.57
CUMMINS SALES AND SERVICE	TELE TOWER INSPECTION	\$1,383.64
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
DUMP IT INC.	SANITATION	\$333.04

ELECTRONIC SPECIALITIES, INC	SUPPLIES	\$8.03
ERPELDING EXCAVATING ENT	REPAIR FROM LEAK	\$10,883.04
HAWKINS INC.	CHEMICALS	\$9,109.21
ICONECTIV, LLC	LNP	\$65.42
IGLASS NETWORKS	NETWORK MONITORING	\$500.00
IRBY	CONSTRUCTION MATERIAL	\$1,559.74
JACKS OK TIRE SERVICE	REPAIR	\$560.85
JCL SOLUTIONS	PARTS	\$73.90
ROBERT JENNINGS	EMPLOYEE EXPENSE	\$40.00
JOHN DEERE FINANCIAL	PARTS	\$22.74
KOSSUTH REG. HEALTH CENTER	TESTING	\$150.00
MAC TOOLS DISTRIBUTOR	TOOLS	\$234.95
MIDAMERICA COMP CORP	SOFTWARE MAINTENANCE	\$858.95
MIDAMERICAN ENERGY	GAS SERVICE	\$9,164.84
NALCO COMPANY	CHEMICAL	\$713.77
NORTH CENTRAL RENTALS	CA REBATE	\$300.00
NORTH IA LUMBER	SUPPLIES	\$219.33
NORTHERN IOWA COMM	PROGRAMMING	\$107,172.75
NYHART BY ANSENSUS	GASB REPORT	\$1,769.00
PHILS AUTO & TRUCK REPAIR II	TRUCK REPAIR	\$354.88
REDING GRAVEL & EXC.	ROADSTONE	\$690.38
WHEELER WORLD INC	SERVICE	\$8,305.40
THOMAS J CUNNINGHAM	WINDOW REPLACEMENT REBATE	\$1,500.00
EVOLUTION DRIVELINE	CA REBATE	\$300.00
MARK K JOHNSON	STEP REPLACEMENT	\$1,500.00
KEN MARLOW	AC REBATE	\$500.00
KAY SIFERT	REBATE	\$100.00
HARLAN STEBURG	CA REBATE	\$300.00
LYNN & MARY STEVENS	WINDOW REPLACEMENT	\$592.74
BENJAMIN THOMPSON	HEAT PUMP	\$300.00
KENNETH URBINA	CA REBATE	\$300.00
DARCIE WIRTH	WINDOW REPLACEMENT REBATE	\$217.00
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$5,375.09
ALGONA CHAM. OF COMMERCE	LEADERSHIP ALGONA	\$600.00
BORDER STATES INDUSTRIES, INC	LOADBREAK POLYMER	\$1,128.45
BROWN SHOE FIT CO	EMPLOYEE EXPENSE	\$619.84
BUCHANAN BIBLER, GABOR & MEIS	LEGAL SERVICES	\$1,102.50
CHROME TRUCK STOP	FUEL	\$840.36
CINTAS CORPORATION #754	SUPPLIES	\$242.69
CITY OF ALGONA	MCCOY & PHILLIPS ST. PROJECT	\$112,679.33
CONFLUENT	TOOL	\$344.29
COOKS SCRAP IRON & METAL	SUPPLIES	\$19.29
CORE & MAIN	MATERIALS	\$200.00
CULVER - HAHN ELECTRIC SUPPLY	MATERIALS	\$168.49
DGR ENGINEERING	ELECTRICAL ENGINEERING SERVICE	\$6,594.00
DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	\$41.43
FAREWAY STORES	SUPPLIES	\$22.32
FASTENAL COMPANY	MATERIAL	\$58.92
FORCE FITTERS	EMPLOYEE CLOTHING	\$4,338.61
GRAYBAR ELECTRIC CO INC	COMMSCOPE TECH	\$2,221.52
HACH CHEMICAL CO.	TESTING SUPPLIES	\$835.30
HOMEWARD, INC	CREDIT BALANCE REFUND	\$70.20
HY-VEE	SUPPLIES	\$207.55
HYGIENIC LABORATORY - AR	TESTING	\$303.00
ICONECTIV, LLC	LNP	\$804.32
INTERSTATE ALL BATTERY	BATTERY	\$94.50
IRBY	MATERIALS	\$387.82
ROBERT JENNINGS	EMPLOYEE EXPENSE	\$223.56
JOHNSTON AUTOSTORES	PARTS	\$37.81
MECHANICAL COMFORT, INC	SERVICES	\$608.95
MUNICIPAL MANAGEMENT CORP	SERVICES	\$800.00
NATL. INFO SOLUTIONS COOP	JULY 2022 MISC	\$20,327.51
NIMECA	NAR TRANSFER FEES	\$48.34
OAK HILL CONSULTING	ENGINEERING SERVICES	\$340.00
POWER & TELEPHONE SUPPLY	SUPPLIES	\$8,490.47

RENU CONTROL LLC	ISU/DOE BATTERY GRANT	\$24,248.75
RESCO	MATERIALS	\$2,996.00
RIVER ROAD GOLF CLUB	SERVICES	\$746.60
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH/SIP SESSIONS	\$2,398.75
TELEDYNAMICS	MATERIALS	\$899.20
THREADS	EMPLOYEE EXPENSE	\$42.80
UNITYPOINT CLINIC	TESTING	\$84.00
VANTAGE POINT	HEADEND SERVICES	\$1,023.69
WESCO DISTRIBUTION INC.	MATERIAL	\$3,803.21
ALGONA CRUISE IN	ALGONA CRUISE IN ADVERTISING	\$100.00
JOSHUA HEUTON	CREDIT BALANCE REFUND	\$146.58
ANDY/KAYLA JACOBSON	WINDOW REBATE	\$572.76
JACKIE JORDALHL	ELECTRIC METER REBATE	\$75.00
STEVE J KAJEWSKI	CREDIT BALANCE REFUND	\$35.22
DOUG KEIPER	CREDIT BALANCE REFUND	\$11.80
RICK MURPHY	WINDOW REBATE	\$1,500.00
ZACHARY WEISBROD	CREDIT BALANCE REFUND	\$83.73
CHARLES E WEST	CREDIT BALANCE REFUND	\$20.09
A & M LAUNDRY	LAUNDRY SERVICE	\$43.00
ALGONA BAND DAY FIELD SHOW	ADVERTISING	\$300.00
ALGONA HS VIPS	ADVERTISING	\$125.00
ALGONA PLG. & HTG.	SUPPLIES	\$33.15
AUREON NETWORK SERVICES	NETWORK SERVICES	\$6,981.13
BOMGAARS	SUPPLIES	\$744.72
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$129.53
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$195.00
CENTURYLINK	SERVICE	\$255.00
CENTURYLINK	SERVICE	\$327.58
CITY DIRECTORY INC.	MARKETING	\$580.00
CITY OF ALGONA	STREET REPAIR FOR WATER LEAKS	\$400.00
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$170.95
DGR ENGINEERING	SERVICES	\$1,172.00
JAY GEVING	TRUSTEE FEE	\$75.00
GRACENOTE MEDIA	MEDIA SERVICES	\$88.25
DON HEUPEL	TRUSTEE FEE	\$75.00
IOWA ONE CALL	SERVICES	\$407.60
IRBY	PARTS	\$565.71
JOHN DEERE FINANCIAL	PART	\$29.28
KOSSUTH COUNTY 911	ID CARDS	\$156.40
MCPEAK TRENCHING	AIRPORT PROJECT	\$6,903.50
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$5,548.00
MIDAMERICAN ENERGY	GAS USAGE	\$2,321.03
MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	\$405.47
MIDWEST PIPE SUPPLY, INC	SUPPLIES	\$96.00
JULIE MURPHY	TRUSTEE FEE	\$75.00
NEONOVA NETWORK SERVICES	SECURE IT PLUS SERVICES	\$33.60
NORTHWEST COMM NETWORK	BAND WIDTH	\$616.50
PMC ADVANTAGE SERVICES, INC	POLICY CHANGE	\$129.00
MIKE SABIN	TRUSTEE FEE	\$75.00
SIGN WORKS	REFLECTIVE LOGOS	\$206.51
STUNDAHL CLEANING	CLEANING SERVICE	\$1,000.00
T&R ELECTRIC	SUPPLIES	\$409.00
TRI-STATE SOFTWASH	SERVICES	\$11,524.95
WESCO DISTRIBUTION INC.	MATERIAL	\$1,534.06
WM CORPORATE SERVICES, INC.	WASTE MANAGEMENT	\$393.12
PATRICIA ERICKSON	CREDIT BALANCE REFUND	\$14.99
RICHARD FRAMBACH	CA REBATE	\$300.00
MOIRA KELLENBERGER	WINDOW REPLACEMENT	\$1,352.09
KOSSUTH CO FAIRGROUNDS	LIGHTING REBATE	\$1,500.00
JANE MISSAL	WINDOW REPLACEMENT	\$40.00
PET HAVEN'S RESORT	CREDIT BALANCE REFUND	\$54.22
PATRICIA RIGHTMAN	CA REBATE	\$500.00
RIVER ROAD GOLF CLUB	CA REBATE	\$300.00
CODY SCHULTZ	CA REBATE	\$300.00
KAREN SCHAAF	TRUSTEE FEE	\$75.00

