

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, 2023, at 12:00 P.M.

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

Board Members present via telephone: Jay Geving

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

Chairperson Murphy called the meeting to order at 12:02 P.M.

The consent agenda included roll call, adoption of the agenda, approval of the December 28, 2022, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Heupel moved to approve the consent agenda, seconded by Trustee Sabin. 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 preliminary Financial Statements for the month of December and full year 2022. No action taken as statements were not final.

The General Manager updated the Board on current operating statistics; status of electric vehicle market, status of the ordered electric powered truck, delivery of the new Altec Bucket Truck, electric capacity contract discussions with Basin Electric, Lehigh-Webster Transmission Sale, updated GIS water system tracking, notice of a job vacancy for a Broadband Technician position, and 2023 planned projects for all utilities.

Trustee Geving moved to approve Pay Request #3 - Water Treatment Plant Filter Rehabilitation in the amount of \$70,364.13, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Schaaf moved to approve Alex Friedrich as permanent Communications Operations Manager and set his wage at Grade 15 – Step 2, seconded by Trustee Sabin. Motion carried unanimously.

Trustee Sabin moved to approve Resolution on setting February 22, 2023, at 11:00 A.M.as the date and time for the Public Hearing on withdrawal from the Amended and Restated Lehigh-Webster Transmission and Webster Terminals Facilities and Operating Agreement, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Sabin moved to approve a Master Service Agreement with Baker Tilley US, LLP., seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Heupel moved to approve 2023 Energy Efficiency Rebates, seconded by Trustee Schaaf. Motion carried unanimously.

General discussion on Algona Senior Citizens Center and Algona Broadband Telecommunications Commission.

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

Trustee Heupel moved to adjourn the meeting, seconded by Trustee Geving. Motion carried unanimously. The meeting adjourned at 1:28 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	\$25,594.53
ALGONA MUNICIPAL UTILITIES	SERVICES	\$3,417.93
IOWA STATE BANK	WATER BOND	\$12,754.70
NIMECA	PURCHASED POWER	\$257,252.18
UPS	SHIPPING	\$29.90
UPS	SHIPPING	\$39.64
SISCO	FLEX/MEDICAL	\$3,438.78
EFT - SALES TAX TRANSFER	SALES TAX	\$32,393.00
EFT - SALES TAX TRANSFER	EXCISE TAX	\$7,082.86
UPS	SHIPPING	\$57.83
CARD CENTER	SUPPLIES	\$226.86

CARD CENTER	SUPPLIES	\$595.85
MIDAMERICAN ENERGY	NEAL 4	\$142,000.00
CARD CENTER	EXPENSES	\$160.39
CARD CENTER	EXPENSES	\$4,699.49
AMU PAYROLL	PAYROLL EXPENSE	\$73,459.53
SISCO	FLEX/MEDICAL	\$933.96
HEALTH SAVINGS ACCOUNTS	HSA	\$20,000.00
TRINITY DECOMMISSIONING TO SVGS	DECOMMISSIONING	\$5,656.00
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	\$4,697.14
CITY OF ALGONA	CITY SEWER	\$4,327.45
TRINITY WIND, LLC	POWER	\$13,540.00
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$913.96
EFTPS TRANSFER	PAYROLL TAXES	\$25,010.53
USAC	SUPPORT MECHANISM	\$1,902.93
SISCO	FLEX/MEDICAL	\$1,709.52
IPERS	EMPLOYEES RETIREMENT	\$33,987.34
UPS	SHIPPING	\$16.00
ONLINE SERVICES	SERVICE	\$112.05
ONLINE SERVICES	SERVICE	\$54.64
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP	\$30.00
CITY OF ALGONA	FRANCHISE FEE	\$5,119.88
US CELLULAR	SERVICE	\$469.52
SISCO	FLEX/MEDICAL	\$1,126.16
AMU PAYROLL	PAYROLL EXPENSE	\$72,755.02
UPS	SHIPPING	\$16.00
ALGONA MUNICIPAL UTILITIES	SERVICES	\$3,452.65
ALGONA MUNICIPAL UTILITIES	SERVICES	\$12,289.55
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	\$4,097.14
SISCO	PREMIUMS	\$40,627.02
EFTPS TRANSFER	PAYROLL TAXES	\$26,866.78
TREASURER STATE OF IOWA	TREASURER-STATE	\$9,115.00
AFLAC	PREMIUMS	\$537.58
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$409.25
SISCO	FLEX/MEDICAL	\$1,741.77
NATIONAL CABLE TELEVISION COOP	SUPPLIES	\$192.08
CARD CENTER	EXPENSES-CC BUSINESS 3	\$230.68
CARD CENTER	EXPENSES	\$2,257.69
CARD CENTER	EXPENSES	\$1,066.95
UPS	SHIPPING	\$16.00
USAC	SUPPORT MECHANISM	\$2,018.93
ZIEGLER INC	REPAIR SERVICES	\$115,799.54
ADVANCED MEDIA TECHNOLOGIES	EQUIPMENT	\$11,526.84
ALGONA FAMILY YMCA	ADVERTISING	\$1,000.00
ALGONA PLG. & HTG.	SERVICE	\$115.00
AMERICAN GLASS COMPANY	DOORS	\$7,000.00
BITZ SMALL ENGINE SHOP	PART	\$11.90
BOMGAARS	SUPPLIES	\$72.80
CENTURYLINK	SERVICE	\$81.75
CENTURYLINK	SERVICE	\$345.85
CENTURYLINK	SERVICE	\$0.06
CINTAS CORPORATION #754	SUPPLIES	\$202.75
CITY OF ALGONA	MCCOY PHILLIPS STREET PROJECT	\$1,388.57
CITY OF ALGONA	MATERIALS	\$1,059.30
CONSORTIA CONSULTING, INC.	CONSULTING SERVICES	\$1,298.75
DGR ENGINEERING	ENGINEERING SERVICES	\$1,368.50
GRAYBAR ELECTRIC CO INC	MATERIAL	\$6,010.06
HOTSY EQUIPMENT	PARTS	\$30.33
MIDAMERICAN ENERGY	SERVICE	\$50.38
NORTHWEST COMM NETWORK	SERVICE	\$616.50
POWER & TELEPHONE SUPPLY	EQUIPMENT	\$10,838.61
STATE 5 THEATRE	TICKETS - EMPLOYEE RESALE	\$700.00
STEINMAN INSULATION & ROOFING	SERVICE	\$34,582.00
THE UPHOLSTERY SHOP	SUPPLIES	\$267.50
THREADS	EMPLOYEE CLOTHING	\$105.93
UNITED RENTALS INC	PARTS	\$66.57
WESCO DISTRIBUTION INC.	SUPPLIES	\$687.37
NINA BRADLEY	CREDIT BALANCE REFUND	\$41.53
DARRELL LENTSCH	CA REBATE	\$500.00
DOUG NELSON	WINDOW REPLACEMENT REBATE	\$1,117.13
AHLERS & COONEY, P.C.	LEGAL SERVICES	\$344.00
ALGONA PLG. & HTG.	MATERIAL	\$6.00
ALGONA PUBLISHING CO.	ADVERTISING	\$1,093.72
BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	\$120.00

BUSCHER BROS. CORPORATION	PARTS	\$40.52
BUSCHERS SERVICE CENTER	FUEL	\$1,077.04
CITY OF ALGONA	MCCOY PHILLIPS STREET PROJECT	\$4,389.19
CLIMATE CONTROL SYSTEMS	ANNUAL MAINTENANCE	\$3,060.00
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$129.36
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
DALE DORNBIER	EXPENSE	\$24.59
TIM ERPELDING	EASEMENT	\$8,139.36
JASON FETT	EMPLOYEE EXPENSE	\$51.95
JCL SOLUTIONS	SUPPLIES	\$136.91
KOSSUTH COUNTY ADVANCE	NEWSPAPER	\$100.00
METERING & TECHNOLOGY SOLUTIONS	SUPPLIES	\$544.01
MIDAMERICA COMP CORP	SERVICES	\$858.95
MIDAMERICAN ENERGY	SERVICES	\$623.69
PITNEY-BOWES INC.	LEASE SERVICES	\$733.53
RESCO	SUPPLIES	\$2,888.47
SAFETEY-KLEEN SYSTEMS, INC	CHEMICALS	\$237.42
MIKE STRIPLING	EMPLOYEE EXPENSE	\$142.30
WESCO DISTRIBUTION INC.	MATERIALS	\$665.31
A & M LAUNDRY	SERVICE	\$43.00
A+ COMMUNICATIONS & SECURITY	SERVICE	\$185.38
ACCESS SYSTEMS	EQUIPMENT	\$10,361.94
ADGORILLA	TECH SUPPORT	\$1,200.00
ALGONA PLG. & HTG.	PARTS	\$20.45
AMERICAN GLASS COMPANY	SUPPLIES	\$187.25
ARNOLD MOTOR SUPPLY	PARTS	\$739.25
AUREON NETWORK SERVICES	NETWORK SERVICES	\$8,084.23
BERENS-TATE CONSULTING GROUP	PROFESSIONAL SERVICES	\$5,500.00
BOLTON & MENK, INC.	ENGINEERING SERVICES	\$3,420.00
CHROME TRUCK STOP	FUEL	\$466.59
COOKS SCRAP IRON & METAL	SUPPLIES	\$702.50
CRESCENT ELECTRIC SUPPLY	SUPPLIES	\$188.97
DGR ENGINEERING	ENGINEERING SERVICES	\$1,376.50
EMAGINE, LLC	SERVICE	\$109.45
FAREWAY STORES	SUPPLIES	\$67.15
FASTENAL COMPANY	SUPPLIES	\$35.42
FORGE & BUILD	SUPPLIES	\$245.33
GRAYBAR ELECTRIC CO INC	SUPPLEIS	\$406.60
HOMeward, INC	CREDIT BALANCE REFUND	\$232.06
HYGIENIC LABORATORY - AR	TETING SERVICES	\$101.00
IGLASS NETWORKS	SERVICES	\$500.00
IOWA ASSN OF MUNI UTILITIES	TRANING SERVICES	\$4,375.24
JOHNSTON AUTOSTORES	PARTS	\$191.57
K & H COOP OIL CO.	FUEL OIL	\$230.14
KLGA & KLGZ	ADVERTISING	\$1,530.00
MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	\$403.74
NATIONAL INFO SOLUTIONS COOP	SERVICES	\$33,088.43
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	\$105,385.01
OAK HILL CONSULTING	ENGINEERING SERVICES	\$4,624.00
PHILS AUTO & TRUCK REPAIR II	SERVICE	\$193.67
RIBBON COMMUNICATIONS CO	REPAIR SUPPORT	\$9,034.01
SPENCER MUNICIPAL UTILITIES	PHONE SERVICES	\$3,346.25
THREADS	EMPLOYEE CLOTHING	\$94.16
MARTHA BRAHE	CREDIT BALANCE REFUND	\$650.13
COZZINI, LLC	WINDOW REBATE	\$1,643.24
MIKE CRAWMER	CA REBATE	\$300.00
MARCIA DEARDEUFF	WINDOW REPLACEMENT	\$846.90
LUIS E GARCIA ALVARADO	CREDIT BALANCE REFUND	\$257.17
LIZ GUERRERO	CREDIT BALANCE REFUND	\$98.85
MAGALY HERNANDEZ FERANDE	CREDIT BALANCE REFUND	\$236.50
ALEXANDER KENNE	CA REBATE	\$500.00
VIRGINIA LAUBENTHAL	CREDIT BALANCE REFUND	\$65.78
DOUG NELSON	WINDOW REBATE	\$382.87
EDWARD RAHE	CA REBATE	\$500.00
ALEXANDRIA RANDALL	CREDIT BALANCE REFUND	\$60.99
ASHLEY ROHLF	CA REBATE	\$500.00
JANE SCOTT	CREDIT BALANCE REFUND	\$9.15
TRUMAN SHACKELFORD	CREDIT BALANCE REFUND	\$105.46
ELENA SIERRA MORALES	CREDIT BALANCE REFUND	\$260.60
CALEB WHITE	CREDIT BALANCE REFUND	\$98.37
WILLIAM WILSON	CREDIT BALANCE REFUND	\$116.39
DALE DORNBIER	EMPLOYEE EXPENSE	\$347.31
ALGONA CHAM. OF COMMERCE	AMBASSADOR MEMBERSHIP	\$30.00

ALGONA MACHINE & SUPPLY	MATERIAL	\$48.74
ALGONA PLG. & HTG.	SUPPLIES	\$89.35
BGHS AFTER PROM PARTY	ADVERTISING	\$25.00
JOHN BILSTEN	EMPLOYEE EXPENSE	\$137.50
BROWN SUPPLY COMPANY	SUPPLIES	\$835.40
BUGS N STUFF	PEST CONTROL	\$115.56
CENTURYLINK	SERVICE	\$0.10
CULVER - HAHN ELECTRIC SUPPLY	REPAIR SERVICES	\$148.63
DAN-D LASER CARTRIDGES	SUPPLIES	\$128.40
DGR ENGINEERING	ENGINEERING SERVICES	\$1,653.00
DIVERSIFIED ADJUSTMENT SERVICE	SERVICE	\$146.67
ECHO GROUP, INC.	SUPPLIES	\$280.54
ELEVATOR SERVICE INC.	SERVICE	\$513.60
FORCE FITTERS	EMPLOYEE CLOTHING	\$161.39
HAWKINS INC.	CHEMICAL	\$3,418.96
HY-VEE	SUPPLIES	\$198.58
INDUSTRIAL PROCESS TECHNOLOGY	WATER PLANT PROJECT	\$57,708.21
IOWA COMMUNICATIONS ALLIANCE	MEMBERSHIP RENEWAL	\$3,677.80
KOSSUTH COUNTY 911 BOARD	911 SURCHARGE	\$3,549.09
NAPA AUTO PARTS-ALGONA	PARTS	\$3.61
SBEMCO	MATTING	\$206.00
SECURE SHRED SOLUTIONS, LLC	SERVICE	\$60.90
SPENCER MUNICIPAL UTILITIES	REIMBURSEMENT	\$15.71
VANTAGE POINT	CONSULTING SERVICES	\$1,417.50
WISI USA INC.	ANNUAL MAINTENANCE	\$1,045.69
CINCO DE MAYO RESTAURANT	SERVICE	\$643.25
WILLIAM DAVIS	CREDIT BALANCE REFUND	\$56.99
BRENDON GALBREATH	WINDOW REBATE	\$1,118.14
KAY SIFERT	APPLIANCE REBATE	\$100.00
STYLES SALON	LIGHTING REBATE	\$650.00
LAURA THILGES	EMPLOYEE EXPENSE	\$5,852.40
ALGONA MUNICIPAL UTILITIE	PROJECT SHARE MATCH	\$380.20
ROSEMARY BEENKEN	EMPLOYEE EXPENSE	\$197.53
BOMGAARS	SUPPLIES	\$664.44
CENTURYLINK	SERVICE	\$171.85
CENTURYLINK	SERVICE	\$305.43
CONFLUENT	EQUIPMENT	\$2,391.42
CONSORTIA CONSULTING, INC.	CONSULTING SERVICES	\$1,125.00
CORE & MAIN	TOOL	\$170.00
DALE DORNBIER	EMPLOYEE EXPENSE	\$200.49
DUMP IT INC.	SANITATION	\$952.17
ELECTRONIC SPECIALITIES, INC	SERVICE	\$42.80
FASTENAL COMPANY	SUPPLIES	\$330.24
FORCE FITTERS	EMPLOYEE CLOTHING	\$542.59
ALEX FRIEDRICH	EMPLOYEE EXPENSE	\$134.79
JAY GEVING	TRUSTEE FEE	\$75.00
GRAYBAR ELECTRIC CO INC	MATERIALS	\$81,227.12
HAROLD K SCHOLZ, CO.	BREAKER REPLACEMENT	\$12,720.00
HCP SPLICING SERVICES	SERVICE	\$1,180.00
DON HEUPEL	TRUSTEE FEE	\$75.00
HOG CONFINEMENT SERVICES	MATERIALS	\$3,285.00
HOMETOWN DISTRIBUTING LLC	SUPPLIES	\$225.85
IOWA ASSN OF MUNI UTILITIES	LOAN PAYMENT	\$6,000.00
JOHN DEERE FINANCIAL	PARTS	\$128.64
JOHNSTON AUTOSTORES	PARTS	\$456.85
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$5,906.99
MIDAMERICAN ENERGY	SERVICE	\$57.92
MILLER SPORTS & SERVICE	PARTS	\$42.27
JULIE MURPHY	TRUSTEE FEE	\$75.00
NEONOVA NETWORK SERVICES	SECURE IT PLUS SERVICE	\$33.60
NIMECA	METER MAINTENANCE	\$27,426.28
NORTH IOWA MECHANICAL	FURNACE FILTER	\$36.00
NORTHWEST COMM NETWORK	VANTAGE PONT	\$924.61
O'REILLY AUTOMOTIVE, INC.	PARTS	\$52.32
OVERHEAD DOOR. CO.	OVERHEAD DOOR	\$2,211.03
POWER & TELEPHONE SUPPLY	BATTERY	\$8,658.26
JEREMY PROTHMAN	EMPLOYEE EXPENSE	\$60.00
REDING GRAVEL & EXC.	STOCKPILE	\$184.68
RESCO	MATERIAL	\$830.86
MIKE SABIN	TRUSTEE FEE	\$75.00
KAREN SCHAAF	TRUSTEE FEE	\$75.00
SCHIMBERG CO	MATERIAL	\$9,405.54
STUNDAHL CLEANING	CLEANING SERVICE	\$1,050.00

TANTALUS	TPM CONTROLLER	\$95.58
WM CORPORATE SERVICES, INC.	WASTE	\$200.00
ALGONA CHAM. OF COMMERCE	WELLNESS PROGRAM	\$45.00