

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 March 30, 2023, at 11:00 A.M.

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

Absent: Karen Schaaf.

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

Chairperson Murphy called the meeting to order at 11:00 A.M.

The consent agenda included roll call, adoption of the agenda, approval of the February 22, 2023, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Sabin 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 February 2023 Financial/Operations Trend Charts. Trustee Geving moved to approve the statements and place them on file, seconded by Trustee Sabin. Motion carried unanimously.

The General Manager updated the Board on current operating statistics, heat exchangers for the power plant, and various grant opportunities and applications with the Department of Energy.

Trustee Heupel moved to approve Resolution 2023-03 Consenting to Authorizing Permanent Transfer of Surplus Funds from the Algona Municipal Electric Utility to the City of Algona, seconded by Trustee Geving. Motion carried unanimously.

Trustee Geving moved to approve Resolution 2023-04 Consenting to Authorizing Permanent Transfer of Surplus Funds from the Algona Municipal Water Utility to the City of Algona, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Heupel moved to approve Pay Request #4 - Water Treatment Plant Filter Rehabilitation in the amount of \$68,026.18, seconded by Trustee Geving. Motion carried unanimously.

Trustee Sabin moved to approve AMU revised Customer Service rules, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Geving moved to approve Zach Wiltse as a Broadband Technician II at pay Grade 8 – Step 5 and promote Roger Simpson to Broadband Tech III at pay Grade 10 – Step 4, seconded by Trustee Sabin. Motion carried unanimously.

Trustee Heupel moved to approve April 26, 2023 – 11:00 AM for a Public Hearing to review an application for a State Revolving Fund (SRF) loan and to make available to the public the contents of an environmental information document and the Algona Municipal Utilities’ project plan and ratify the public notification, seconded by Trustee Sabin. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for April 26, 2023, at 11:00 A.M.

Trustee Sabin moved to adjourn the meeting, seconded by Trustee Heupel. Motion carried unanimously. The meeting adjourned at 11:54 A.M.

\_\_\_\_\_  
/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              | \$24,263.68   |
| US CELLULAR                | SERVICE                    | \$469.68      |
| ALGONA MUNICIPAL UTILITIES | COMM SERVICES              | \$3,649.24    |
| ALGONA MUNICIPAL UTILITIES | UTILITY SERVICES           | \$14,968.61   |
| ONLINE SERVICES            | COLLECTION SERVICES        | \$118.76      |
| INTERSTATE TRS FUND        | FUND CONTRIBUTION          | \$409.25      |
| SISCO                      | FLEX/MEDICAL REIMBURSEMENT | \$1,813.80    |
| USAC                       | SUPPORT MECHANISM          | \$2,018.93    |
| CITY OF ALGONA             | CITY SEWER                 | \$6,238.36    |
| NIMECA                     | NEAL 4                     | \$427,098.18  |
| UPS                        | SHIPPING                   | \$234.48      |

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| UPS                             | SHIPPING                   | \$33.29      |
| UPS                             | SHIPPING                   | \$44.69      |
| NATIONAL CABLE TELEVISION COOP  | MEMBERSHIP FEES            | \$31.80      |
| UPS                             | SHIPPING                   | \$104.80     |
| EFT - SALES TAX TRANSFER        | WATER SERVICE EXCISE TAX   | \$6,986.42   |
| EFT - SALES TAX TRANSFER        | SALES TAX                  | \$37,566.70  |
| SISCO                           | FLEX/MEDICAL REIMBURSEMENT | \$4,870.00   |
| CITY OF ALGONA                  | FRANCHISE FEE              | \$5,075.46   |
| NATIONAL CABLE TELEVISION COOP  | SUPPLIES                   | \$90.00      |
| NATIONAL CABLE TELEVISION COOP  | MATERIALS                  | \$1,106.91   |
| MIDAMERICAN ENERGY              | NEAL 4 ENERGY COSTS        | \$331,000.00 |
| AMU PAYROLL                     | PAYROLL                    | \$70,800.42  |
| EFTPS TRANSFER                  | PAYROLL TAXES              | \$24,017.46  |
| NATIONWIDE RETIREMENT SOLUTIONS | DEFERRED COMPENSATION      | \$3,797.14   |
| TRINITY WIND, LLC               | POWER                      | \$12,000.00  |
| TRINITY DECOMMISSIONING TO SVGS | TRINITY WIND DECOMMISSION  | \$5,040.00   |
| SISCO                           | FLEX/MEDICAL REIMBURSEMENT | \$1,098.51   |
| ONLINE SERVICES                 | COLLECTION SERVICES        | \$51.68      |
| ONLINE SERVICES                 | COLLECTION SERVICES        | \$32.43      |
| EFT - FEDERAL EXCISE TAX        | FEDERAL EXCISE TAX         | \$905.10     |
| TREASURER STATE OF IOWA         | STATE WITHHOLDING          | \$7,566.00   |
| CARD CENTER                     | EXPENSES                   | \$4,074.51   |
| IPERS                           | IPERS CONTRIBUTUIONS       | \$33,185.24  |
| CITY OF ALGONA                  | CITY SEWER                 | \$4,483.12   |
| LIBRARY OF CONGRESS             | COPYRIGHT FEES             | \$67.00      |
| AMU PAYROLL                     | PAYROLL                    | \$73,148.12  |
| NATIONAL CABLE TELEVISION COOP  | MEMBERSHIP                 | \$31.80      |
| CARD CENTER                     | EXPENSES                   | \$58.82      |
| CARD CENTER                     | EXPENSES                   | \$234.43     |
| CARD CENTER                     | EXPENSES                   | \$1,222.96   |
| CITY OF ALGONA                  | FRANCHISE FEE              | \$5,013.20   |
| SISCO                           | FLEX/MEDICAL REIMBURSEMENT | \$8,437.82   |
| INTERSTATE TRS FUND             | TRS FUND CONTRIBUTION      | \$409.25     |
| UPS                             | SHIPPING                   | \$16.00      |
| UPS                             | SHIPPING                   | \$64.20      |
| ALGONA MUNICIPAL UTILITIES      | COMM/UTILITY SERVICES      | \$19,274.36  |
| USAC                            | SUPPORT MECHANISM          | \$2,018.93   |
| NATIONWIDE RETIREMENT SOLUTIONS | DEFERRED COMPENSATION      | \$2,947.14   |
| SISCO                           | PREMIUMS                   | \$40,627.02  |
| SISCO                           | FLEX/MEDICAL REIMBURSEMENT | \$1,036.81   |
| US CELLULAR                     | SERVICE                    | \$454.68     |
| AFLAC                           | PREMIUMS                   | \$537.58     |
| NIMECA                          | NEAL 4                     | \$342,314.94 |
| ATHENE FBO: LAURA THILGES       | LINCOLN LIFE ROLLOVER      | \$42,973.83  |
| ACCESS SYSTEMS                  | NETWORK SUPPORT SERVICES   | \$4,213.24   |
| ALGONA CHAM. OF COMMERCE        | ADVERTISING                | \$100.00     |
| ALGONA PLG. & HTG.              | MATERIALS                  | \$56.25      |
| ALGONA PUBLISHING CO.           | ADVERTISING                | \$1,249.10   |
| ALTEC INDUSTRIES INC.           | BUCKET TRUCK               | \$228,920.45 |
| AUREON NETWORK SERVICES         | NETWORK SERVICES           | \$7,139.34   |
| CENTURYLINK                     | SERVICE                    | \$171.90     |
| CENTURYLINK                     | SERVICE                    | \$305.43     |
| CENTURYLINK                     | COMPENSATION               | \$0.07       |
| CERTIFIED LABORATORIES          | SUPPLIES                   | \$250.70     |
| CORE COMMUNICATIONS             | UPGRADES                   | \$3,500.00   |
| CULVER - HAHN ELECTRIC SUPPLY   | SUPPLIES                   | \$164.25     |
| DAN-D LASER CARTRIDGES          | SUPPLIES                   | \$454.75     |
| DGR ENGINEERING                 | ENGINEERING SERVICES       | \$1,867.00   |
| DIVERSIFIED ADJUSTMENT SERVICE  | BAD DEBT COLLECTIONS       | \$45.84      |
| DALE DORNBIER                   | EMPLOYEE EXPENSE           | \$191.92     |
| DUMP IT INC.                    | SANITATION                 | \$333.04     |
| ERPELDING EXCAVATING ENT        | SERVICES                   | \$3,856.97   |
| JASON FETT                      | EMPLOYEE EXPENSE           | \$116.10     |
| GRAYBAR ELECTRIC CO INC         | SUPPLIES                   | \$400.18     |
| KEVIN HILSABECK                 | EMPLOYEE EXPENSE           | \$103.32     |
| HY-VEE                          | SUPPLIES                   | \$14.51      |
| IOWA ASSN OF MUNI UTILITIES     | E-PAYS LOAN                | \$6,350.00   |
| IOWA UTILITIES BOARD            | ASSESSMENT CHARGES         | \$955.75     |
| IRBY                            | MATERIAL                   | \$28,558.30  |
| JOHN DEERE FINANCIAL            | PARTS                      | \$242.60     |
| KLGA & KLGZ                     | ADVERTISING                | \$1,117.00   |
| KOSSUTH REG. HEALTH CENTER      | TESTING                    | \$105.00     |
| METERING & TECH SOLUTIONS       | MATERIALS                  | \$873.23     |

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| METLIFE SMALL BUSINESS CENTER | PREMIUMS                  | \$5,904.69  |
| NALCO COMPANY                 | TREATMENT SERVICES        | \$2,313.64  |
| NIMECA                        | PROPERTY INSURANCE        | \$214.02    |
| NORTH IOWA COMM. ACTION       | CUSTOMER REFUND           | \$370.00    |
| OAK HILL CONSULTING           | CONSULTING                | \$414.00    |
| POWER & TELEPHONE SUPPLY      | EQUIPMENT                 | \$19,710.87 |
| TERRY-DURIN CO                | MATERIALS                 | \$1,617.84  |
| THREADS                       | EMPLOYEE CLOTHING         | \$100.58    |
| VANTAGE POINT                 | ANNUAL MAINTENANCE FEE    | \$3,600.00  |
| WESCO DISTRIBUTION INC.       | MATERIALS                 | \$1,380.34  |
| WM CORPORATE SERVICES, INC.   | WASTE DISPOSAL            | \$373.79    |
| JAMES CAPRELLO                | CREDIT BALANCE REFUND     | \$174.12    |
| DWIGHT FRAMBACH               | CREDIT BALANCE REFUND     | \$15.55     |
| SHARON OMDAHL                 | CREDIT BALANCE REFUND     | \$324.69    |
| JERRY L PAYNE                 | CREDIT BALANCE REFUND     | \$20.00     |
| ALBERT/ETTA PERGANDE          | WINDOW REPLACEMENT REBATE | \$202.66    |
| LUIS MANUEL PUERTA CONDE      | CREDIT BALANCE REFUND     | \$55.55     |
| JOSE FERMIN SICILIA PENA      | CREDIT BALANCE REFUND     | \$147.99    |
| ALBERTO A SILVA MORALES       | CREDIT BALANCE REFUND     | \$310.54    |
| DEBRA STEWART                 | CREDIT BALANCE REFUND     | \$45.25     |
| WARREN BRINDLEY               | CUSTOMER REFUND           | \$378.10    |
| ACCESS SYSTEMS                | BACKUP SERVICES           | \$484.63    |
| ADVANCED MEDIA TECHNOLOGIES   | MATERIALS                 | \$1,508.70  |
| ALGONA HIGH SCHOOL AFTER PROM | ADVERTISING               | \$25.00     |
| AMERICAN GLASS COMPANY        | REPAIR SERVICES           | \$315.65    |
| BOMGAARS                      | SUPPLIES                  | \$864.05    |
| CENTURYLINK                   | SERVICE                   | \$22.24     |
| CONFLUENT                     | MATERIALS                 | \$31,819.36 |
| CONSORTIA CONSULTING, INC.    | CONSULTING SUPPORT        | \$1,125.00  |
| COOKS INC.                    | SUPPLIES                  | \$45.05     |
| DISPLAY SYSTEMS INTERNATIONAL | GRAPHICS                  | \$550.00    |
| ELECTRONIC SPECIALITIES, INC  | SERVICE                   | \$416.04    |
| FORCE FITTERS                 | EMPLOYEE CLOTHING         | \$785.27    |
| IOWA ONE CALL                 | LOCATE SERVICES           | \$36.90     |
| JOHNSTON AUTOSTORES           | SUPPLIES                  | \$55.38     |
| KEMNA AUTO CENTERS            | PARTS                     | \$1,086.38  |
| KOSSUTH COUNTY ADVANCE        | ADVERTISEMENT             | \$100.00    |
| KOSSUTH CTY CANCER FOUNDATION | ADVERTISEMENT             | \$500.00    |
| KOSSUTH COUNTY SPEEDWAY       | 2023 ADVERTISEMENT        | \$200.00    |
| MIDAMERICAN ENERGY            | SERVICE                   | \$51.98     |
| MPOWER TECHNOLOGIES, INC      | GIS SERVICES              | \$9,975.00  |
| NORTHWEST COMM NETWORK        | BAND WIDTH                | \$616.50    |
| O'REILLY AUTOMOTIVE, INC.     | SUPPLIES                  | \$4.80      |
| PLYMOUTH COUNTY TREASURER     | TAXES                     | \$265.00    |
| RANKO EQUIPMENT LLC           | PARTS                     | \$1,433.29  |
| RESCO                         | MATERIAL                  | \$5,510.45  |
| SIGN WORKS                    | REFLECTIVE LOGOS          | \$206.51    |
| SOROPTIMIST INTL/ALGONA       | ADVERTISEMENT             | \$275.00    |
| STEINMAN INSULATION & ROOFING | REPAIR SERVICES           | \$374.50    |
| STELLAR TRUCK & TRAILER       | PARTS                     | \$431.12    |
| JARROD STURTZ                 | EMPLOYEE EXPENSE          | \$189.47    |
| WESCO DISTRIBUTION INC.       | MATERIALS                 | \$10,439.32 |
| EMPIRE INVESTING LLC          | CREDIT BALANCE REFUND     | \$184.88    |
| A & M LAUNDRY                 | SERVICE                   | \$43.00     |
| ARNOLD MOTOR SUPPLY           | PARTS                     | \$836.27    |
| AUREON NETWORK SERVICES       | NETWORK SERVICES          | \$8,083.81  |
| BOMGAARS                      | SUPPLIES                  | \$41.99     |
| BUSCHER BROS. CORPORATION     | PART                      | \$39.54     |
| BUSCHERS SERVICE CENTER       | FUEL                      | \$1,598.01  |
| CHROME TRUCK STOP             | FUEL                      | \$506.75    |
| COOPERATIVE RESPONSE CENTER   | SERVICES                  | \$1,720.35  |
| CULLIGAN                      | SERVICES                  | \$150.89    |
| DAN-D LASER CARTRIDGES        | SUPPLIES                  | \$375.10    |
| DALE DORNBIER                 | EMPLOYEE EXPENSE          | \$87.22     |
| FAREWAY STORES                | SUPPLIES                  | \$16.54     |
| HAWKINS INC.                  | CHEMICAL                  | \$4,405.82  |
| HYGIENIC LABORATORY - AR      | TESTING                   | \$101.00    |
| IGLASS NETWORKS               | NETWORK MONITORING        | \$500.00    |
| IWLA CLAY TARGET ACCOUNT      | ADVERTISEMENT             | \$100.00    |
| JACKS OK TIRE SERVICE         | SUPPLIES                  | \$21.40     |
| JCL SOLUTIONS                 | SUPPLIES                  | \$316.40    |
| JOHNSTON AUTOSTORES           | PARTS                     | \$289.87    |
| KEMCO TIRES, INC.             | REPAIR                    | \$310.30    |

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| KLGA & KLGZ                     | ADVERTISING                   | \$1,330.90   |
| KOSSUTH COUNTY TREASURER        | TAXES                         | \$30,548.50  |
| KOSSUTH REG. HEALTH CENTER      | SERVICES                      | \$25.00      |
| MIDAMERICA COMP CORP            | SOFTWARE MAINTENANCE          | \$858.95     |
| MIDAMERICAN ENERGY              | SERVICE                       | \$479.62     |
| MIDWEST UNDERGROUND SUPPLY      | PARTS                         | \$70.28      |
| NIMECA                          | ANNUAL APPA DUES              | \$6,984.48   |
| OAK HILL CONSULTING             | ENGINEERING SERVICES          | \$69.00      |
| PHILS AUTO & TRUCK REPAIR II    | PARTS                         | \$1,046.19   |
| SKARSHAUG TESTING LABS          | TESTING SERVICES              | \$1,745.77   |
| SPENCER MUNICIPAL UTILITIES     | TELEPHONE SWITCH/SIP SESSIONS | \$3,303.75   |
| THREADS                         | EMPLOYEE CLOTHING             | \$37.45      |
| HEATH VILETA                    | EMPLOYEE EXPENSE              | \$143.95     |
| WEBSTER COUNTY TREASURER        | TAXES                         | \$1,451.00   |
| WOODBURY COUNTY TREASURER       | TAXES                         | \$8,572.00   |
| DAVID ACOSTA GUERRA             | CREDIT BALANCE REFUND         | \$11.51      |
| TAYLOR CHANCE                   | CREDIT BALANCE REFUND         | \$72.31      |
| ELEANOR DRAKE                   | CREDIT BALANCE REFUND         | \$11.76      |
| KOBE FRIDAY                     | CREDIT BALANCE REFUND         | \$19.60      |
| JEFF JENNINGS                   | CA REBATE                     | \$300.00     |
| DESTINY O'ROURKE                | CREDIT BALANCE REFUND         | \$242.79     |
| OSWEILER'S                      | CREDIT BALANCE REFUND         | \$10.38      |
| IDIOBEL POSTRILLE MEDINA        | CREDIT BALANCE REFUND         | \$177.19     |
| ACCESS SYSTEMS                  | NETWORK SUPPORT SERVICES      | \$4,213.24   |
| ALGONA MACHINE & SUPPLY         | MATERIAL & LABOR              | \$163.56     |
| ALGONA PUBLISHING CO.           | ADVERTISING                   | \$1,799.41   |
| ALGONA SENIOR CENTER            | ADVERTISING                   | \$500.00     |
| BMI CABLE & NEW MEDIA           | SUPPLIES                      | \$115.48     |
| CENTRAL IOWA DISTRIBUTING       | SUPPLIES                      | \$231.35     |
| CINTAS CORPORATION #754         | SUPPLIES                      | \$194.47     |
| CULVER - HAHN ELECTRIC SUPPLY   | MATERIAL                      | \$137.67     |
| DGR ENGINEERING                 | SERVICES                      | \$154.00     |
| DITCH WITCH OF MINNESOTA & IOWA | PARTS                         | \$291.98     |
| DUMP IT INC.                    | SERVICE                       | \$381.19     |
| ERPELDING EXCAVATING ENT        | SERVICE                       | \$1,327.73   |
| FORGE & BUILD                   | SUPPLIES                      | \$243.02     |
| GRAYBAR ELECTRIC CO INC         | MATERIALS                     | \$47,204.66  |
| BRIAN HATTEN                    | EMPLOYEE EXPENSE              | \$202.20     |
| HAWKINS INC.                    | MATERIALS                     | \$5,895.00   |
| IRBY                            | MATERIALS                     | \$1,112.27   |
| ROD JOHNSON                     | EMPLOYEE EXPENSE              | \$31.97      |
| K & H COOP OIL CO.              | FUEL                          | \$1,153.74   |
| MANNING MUNICIPAL UTILITIES     | MATERIALS                     | \$4,012.50   |
| METERING & TECH SOLUTIONS       | PARTS                         | \$301.31     |
| MIDAMERICAN ENERGY              | SERVICE                       | \$13.86      |
| MIDAMERICAN ENERGY CO.          | SERVICE                       | \$403.51     |
| NATIONAL INFO SOLUTIONS COOP    | SERVICES                      | \$15,986.19  |
| NEONOVA NETWORK SERVICES        | SECURE IT PLUS                | \$33.60      |
| NORTHERN IOWA COMMUNICATIONS    | PROGRAMMING                   | \$120,871.36 |
| NUGENCO, INC                    | SUPPLIES                      | \$3,745.00   |
| OVERHEAD DOOR. CO.              | REPAIR SERVICES               | \$1,148.06   |
| PITNEY-BOWES INC.               | LEASE                         | \$946.44     |
| STEFFEN TRUCK EQUIPMENT INC     | PARTS                         | \$1,339.14   |
| UNITYPOINT CLINIC               | TESTING                       | \$168.00     |
| US POSTAL SERVICE (POSTAGE)     | POSTAGE                       | \$500.00     |
| VANTAGE POINT                   | GENERAL CONSULTING            | \$345.00     |
| ROD VITZTHUM                    | EMPLOYEE EXPENSE              | \$206.98     |
| RENEE BORMANN                   | APPLIANCE REBATE              | \$50.00      |
| STEVE MCCAULEY                  | WINDOW REBATE                 | \$119.60     |
| MURPHY MANAGEMENT               | WINDOW REPLACEMENT REBATE     | \$2,241.32   |
| NIKKI ROOF                      | WINDOW REBATE                 | \$398.99     |
| BROWN SUPPLY COMPANY            | INVENTORY                     | \$900.89     |
| A+ COMMUNICATIONS & SECURITY    | SERVICES                      | \$5,423.08   |
| ALGONA CHAM. OF COMMERCE        | ADVERTISEMENT                 | \$400.00     |
| ALGONA MUNICIPAL UTILITIES      | PETTY CASH                    | \$37.67      |
| ALGONA PLG. & HTG.              | SUPPLIES                      | \$23.75      |
| BALDWIN POLE IOWA CORP          | MATERIALS                     | \$20,246.54  |
| BORDER STATES INDUSTRIES, INC   | MATERIALS                     | \$1,703.79   |
| BROWN SHOE FIT CO               | SUPPLIES                      | \$709.73     |
| CENTRAL IOWA DISTRIBUTING       | SUPPLIES                      | \$265.00     |
| CENTURYLINK                     | SERVICE                       | \$177.37     |
| CENTURYLINK                     | SERVICE                       | \$305.43     |
| CENTURYLINK                     | COMPENSATION                  | \$0.07       |

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| CHROME TRUCK STOP             | FUEL                     | \$40,513.50 |
| CONSORTIA CONSULTING, INC.    | CONSULTING SUPPORT       | \$1,125.00  |
| DAKOTA SUPPLY GROUP           | SUPPLIES                 | \$125.00    |
| DGR ENGINEERING               | ELECTRICAL ENG. SERVICES | \$1,833.00  |
| FORCE FITTERS                 | EMPLOYEE CLOTHING        | \$1,271.70  |
| JAY GEVING                    | TRUSTEE FEE              | \$75.00     |
| DON HEUPEL                    | TRUSTEE FEE              | \$75.00     |
| HY-VEE                        | SUPPLIES                 | \$172.67    |
| IOWA ASSN OF MUNI UTILITIES   | E-PAYS LOAN              | \$23,486.00 |
| IRBY                          | SUPPLIES                 | \$448.06    |
| METLIFE SMALL BUSINESS CENTER | PREMIUMS                 | \$5,904.69  |
| MH EQUIPMENT COMPANY          | REPAIR SERVICES          | \$2,414.55  |
| MIDAMERICAN ENERGY            | SERVICE                  | \$30.18     |
| MN-IOWA ELECTRIC MOTORS       | SUPPLIES                 | \$176.36    |
| JULIE MURPHY                  | TRUSTEE FEE              | \$75.00     |
| MIKE SABIN                    | TRUSTEE FEE              | \$75.00     |
| SAFETAY-KLEEN SYSTEMS, INC    | CHEMICAL                 | \$234.62    |
| KAREN SCHAAF                  | TRUSTEE FEE              | \$75.00     |
| STUNDAHL CLEANING             | CLEANING SERVICE         | \$1,050.00  |
| THREADS                       | EMPLOYEE CLOTHING        | \$113.42    |
| WESCO DISTRIBUTION INC.       | MATERIALS                | \$1,847.14  |