

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 April 26, 2023, 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; Aaron Olson, T.P. Anderson & Co., 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 March 30, 2023, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Sabin moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

Chairperson Murphy opened a Public Hearing at 11:03 AM 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 publication of notice. There being no comments either oral or written, the Public Hearing was closed at 11:06 AM.

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

Aaron Olson, Partner with T.P. Anderson & Company presented the Board with the 2022 Algona Municipal Utilities Financial Audit. Discussion followed. Trustee Geving moved to Place the AMU 2022 Financial Audit on File, seconded by Trustee Heupel. Motion carried unanimously.

Chief Financial Officer Robert Harrington presented March 2023 Financial Statements/Operations Trend Charts. Trustee Sabin moved to approve the statements and place them on file, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager updated the Board on current operating statistics, power plant engine maintenance, TCR/ARR rights, Willow Creek Wind Farm, 2023 Water Projects, NICP channel lineup and various grant opportunities and applications with the Department of Energy.

Trustee Sabin moved to approve Resolution #2023-05 – Repealing Grid Access Fee, seconded by Trustee Geving. Motion carried unanimously.

Trustee Schaaf moved to approve Pay Request #5 (Final) - Water Treatment Plant Filter Rehabilitation in the amount of \$13,421.65 including Change Order #1 — \$990.00 (Deduct), seconded by Trustee Geving. Motion carried unanimously.

Trustee Heupel moved to approve the AMU Health Insurance Renewal, seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Sabin moved to authorize the General Manager to submit a DOE Grant – Letter of Commitment, seconded by Trustee Heupel. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for May 31, 2023, at 11:00 A.M.

Trustee Geving moved to adjourn the meeting, seconded by Trustee Sabin. Motion carried unanimously. The meeting adjourned at 12:20 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>
NATIONAL CABLE TELEVISION COOP	SUPPLIES	\$134.38
UPS	SHIPPING	86.08
UPS	SHIPPING	65.08
EFTPS TRANSFER	PAYROLL TAXES	24,422.99
SISCO	FLEX	4,535.70
AMU PAYROLL	PAYROLL EXPENSE	71,095.12
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	6,793.03
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	38,481.07
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	2,847.14
EFTPS TRANSFER	PAYROLL TAXES	24,256.16
CARD CENTER	EXPENSES	331.83
CARD CENTER	EXPENSES	414.25
CARD CENTER	EXPENSES	1,531.57

CARD CENTER	EXPENSES	3,553.78
MIDAMERICAN ENERGY	NEAL 4	339,000.00
ONLINE SERVICES	COLLECTION SERVICES	179.49
SISCO	FLEX	419.39
UPS	SHIPPING	65.23
TRINITY WIND, LLC	POWER	12,490.00
TRINITY DECOMMISSIONING TO SVGS	TRINITY WIND DECOMMISSIONING	5,236.00
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	938.08
NATIONAL CABLE TELEVISION COOP	HARDWARE	46.38
NATIONAL CABLE TELEVISION COOP	HARDWARE	544.72
AMU PAYROLL	PAYROLL EXPENSE	70,111.65
SISCO	FLEX	574.69
UPS	SHIPPING	46.29
NATIONAL CABLE TELEVISION COOP	SERVICES	31.80
IPERS	EMPLOYEES RETIREMENT SYSTEM	49,814.89
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	409.25
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	2,767.14
EFTPS TRANSFER	PAYROLL TAXES	23,895.82
CITY OF ALGONA	CITY SEWER USAGE	7,505.26
SISCO	PREMIUMS	42,069.50
SISCO	FLEX	563.70
AFLAC	PREMIUMS	537.58
US CELLULAR	SERVICE	450.19
CITY OF ALGONA	FRANCHISE FEE	4,991.86
ALGONA MUNICIPAL UTILITIES	COMMUNICATION SERVICES	17,354.47
USAC	SUPPORT MECHANISM	1,650.57
TREASURER STATE OF IOWA	TREASURER-STATE	11,468.00
UPS	SHIPPING	44.51
KEMNA AUTO CENTERS	RAM TRUCK 2500	50,445.00
ALGONA PUBLIC LIBRARY	ADVERTISING	250.00
ASCAP	LICENSE SUBSCRIBER YEAR END	115.48
BGHS BOOSTER CLUB	ADVERTISING	350.00
BOMGAARS	SUPPLIES	90.93
CENTURYLINK	SERVICE	20.06
CORE & MAIN	PARTS	224.43
FORCE FITTERS	EMPLOYEE CLOTHING	172.57
IRBY	MATERIALS	796.94
JESTER INSURANCE SERVICES	CYBER & PRIVACY LIABILITY-4/1-4/1/24	9,354.13
KOSS CO EXTENSION OFFICE	ADVERTISING	45.00
NORTHWEST COMM NETWORK	BAND WIDTH	616.50
RESCO	MATERIALS	44,779.50
SKARSHAUG TESTING LABS	TESTING	48.29
THREADS	EMPLOYEE CLOTHING	56.71
ROD VITZTHUM	EMPLOYEE EXPENSE	14.91
WESCO DISTRIBUTION INC.	SUPPLIES	323.14
MEREDITH MILLER	CREDIT BALANCE REFUND	44.52
A & M LAUNDRY	SERVICE	43.00
ACCESS SYSTEMS	SERVICES	500.00
AHLERS & COONEY, P.C.	SERVICES	350.00
AK'S CHROME KITCHEN	SERVICE	445.06
ALGONA PUBLISHING CO.	YEARLY RENEWAL	63.00
ALTEC INDUSTRIES INC.	PARTS AND SERVICE	5,894.68
AMERICAN REGISTRY FOR INTERNET	REGISTRATION SERVICES PLAN	1,000.00
ARNOLD MOTOR SUPPLY	PARTS	722.39
BAUER PLUMBING & HEATING INC.	PARTS AND SERVICE	1,025.00
JOHN BILSTEN	EMPLOYEE EXPENSE	21.12
BLACKHAWK SPRINKLERS INC	ANNUAL FIRE SPRINKLER INSPECTION	130.00
BOLTON & MENK, INC.	ENGINEERING SERVICES	170.00
BOMGAARS	SUPPLIES	651.29
BORDER STATES INDUSTRIES, INC	MATERIALS	1,095.25
BROWN SUPPLY COMPANY	SUPPLIES	240.75
BUSCHER BROS. CORPORATION	PARTS	82.87
BUSCHERS SERVICE CENTER	FUEL	2,012.63
CHROME TRUCK STOP	FUEL	393.83
COLORS BY DESIGN	PAINT	42.08
COOKS SCRAP IRON & METAL	MATERIAL	208.82
CORE & MAIN	SUPPLIES	2,450.84
CRESCENT ELECTRIC SUPPLY	MATERIAL	963.00
DEAN MEYER ELECTRIC	SERVICE	357.50
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	550.00
GRAYBAR ELECTRIC CO INC	MATERIAL	551.39

HAWKINS INC.	CHEMICAL	8,105.66
HOTSY EQUIPMENT	MATERIAL	63.45
IGLASS NETWORKS	NETWORK MONITORING	500.00
INDUSTRIAL PROCESS TECHNOLOGY	WATER TREATMENT PLANT FILTER	68,026.18
IRBY	SUPPLIES	1,333.22
ROBERT JENNINGS	EMPLOYEE EXPENSE	81.58
JOHNSTON AUTOSTORES	PARTS	153.45
KOSSUTH COUNTY ADVANCE	ADVERTISING	125.00
LAST TOUCH	SUPPLIES	53.40
MIDAMERICA COMP CORP	SOFTWARE MAINTENANCE	858.95
MIDAMERICAN ENERGY	SERVICE	283.06
MPOWER TECHNOLOGIES, INC	COMM GIS	8,977.28
MRI SOFTWARE LLC	SERVICE	210.64
NALCO COMPANY	CHEMICAL	700.79
NAPA AUTO PARTS-ALGONA	PARTS	38.58
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	117,250.65
OAK HILL CONSULTING	SERVICE	69.00
PHILS AUTO & TRUCK REPAIR II	SERVICE	618.62
SIGN WORKS	REFLECTIVE LOGO	278.01
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH/SIP SESSIONS	3,231.25
HEATH VILETA	EMPLOYEE EXPENSE	592.92
WESCO DISTRIBUTION INC.	MATERIALS	9,619.12
SETH ANDERSON	CREDIT BALANCE REFUND	56.00
JOSEPH DORWEILER	CREDIT BALANCE REFUND	22.09
STELLA M EISCHEN	CREDIT BALANCE REFUND	42.52
CHRISTINE L FOUST	CREDIT BALANCE REFUND	84.76
DURKIA GUTIERREZ HERNAND	CREDIT BALANCE REFUND	55.79
KOSSUTH CONNECTIONS	CREDIT BALANCE REFUND	13.64
MARGUERITE LAUBENTHAL	CREDIT BALANCE REFUND	22.87
MARY RAUSCH	CREDIT BALANCE REFUND	6.64
KEVIN J SPARKS	CREDIT BALANCE REFUND	345.97
LUISA TORRES CAMPOS	CREDIT BALANCE REFUND	78.06
A+ COMMUNICATIONS & SECURITY	SERVICE	4,836.34
ALGONA MUNICIPAL UTILITIE	PROJECT SHARE MATCH	152.64
AMERICAN WATER WORKS ASSN	MEMBERSHIP	418.00
AUREON NETWORK SERVICES	SERVICES	7,769.50
BORDER STATES INDUSTRIES, INC	MATERIALS	1,653.73
CENTURYLINK	COMPENSATION	0.06
CMS HEAT TRANSFER	SERVICE AND MATERIALS	5,582.68
CORE & MAIN	CHEMICAL	926.06
DGR ENGINEERING	ENGINEERING SERVICES	1,155.00
ERPELDING EXCAVATING ENT	SERVICES	3,323.08
FAREWAY STORES	SUPPLIES	8.32
FORCE FITTERS	EMPLOYEE CLOTHING	1,277.68
FORGE & BUILD	SUPPLIES	363.11
JAY GEVING	TRUSTEE FEE	75.00
DON HEUPEL	TRUSTEE FEE	75.00
HY-VEE	SUPPLIES	249.06
HYGIENIC LABORATORY - AR	TESTING	331.50
INTEGRA OPTICS INC.	MATERIAL	564.13
IOWA ASSN OF MUNI UTILITIES	SGNC APRIL-JUNE SAFETY TRAINING	4,375.24
IOWA UTILITIES BOARD	ASSESSMENTS	6,000.00
IRBY	SUPPLIES	658.05
JOHN DEERE FINANCIAL	PARTS	122.78
KLEPPER & TRAINER, O.D.	SERVICE	69.00
KLGA & KLGZ	ADVERTISING	1,204.20
KOSSUTH COUNTY 911	911 SURCHARGE	3,435.05
KOSSUTH REG. HEALTH CENTER	WELLNESS SCREENING	4,980.00
METLIFE SMALL BUSINESS CENTER	PREMIUMS	5,973.17
MIDAMERICAN ENERGY CO.	SERVICE	406.47
JULIE MURPHY	TRUSTEE FEE	75.00
NATIONAL INFO SOLUTIONS COOP	MARCH 2023 MISC	16,192.88
NEONOVA NETWORK SERVICES	SECURE IT PLUS	33.60
O'REILLY AUTOMOTIVE, INC.	PARTS	40.04
PITNEY-BOWES INC.	LEASE	733.53
POWER & TELEPHONE SUPPLY	MATERIAL	42,375.97
MIKE SABIN	TRUSTEE FEE	75.00
KAREN SCHAAF	TRUSTEE FEE	75.00
SENSIT TECHNOLOGIES LLC	SENSIT G2	3,094.10
SPORTSMANS CORNER, INC	PARTS	12.95
STRYKER	SUPPLIES	358.72
T.P. ANDERSON COMPANY	AUDIT FOR YEAR END 2022	10,000.00
TELEDYNAMICS	SUPPLIES	725.55

THREADS	EMPLOYEE CLOTHING	160.50
VANTAGE POINT	CONSULTING	1,785.00
WESCO DISTRIBUTION INC.	MATERIAL	1,317.86
AUSTIN ZADOW	EMPLOYEE EXPENSE	278.31
MARK HARDCOPF	WINDOW REBATE	57.50
DONNA JOHNSON	WINDOW REBATE	674.83
LEWIS RENTALS ABECK PROPERTIES	WINDOW REBATE	929.79
SAMUEL STRUECKER	CENTRAL AIR REBATE - 16 SEER	500.00
MICHAEL TULL	WINDOW REBATE	253.64
BRITTANY UNDERBERG	WINDOW REBATE	511.13
UNITED METHODIST CHURCH	CREDIT BALANCE REFUND	200.00
JAMES WEISBROD	WINDOW REBATE	2,000.00
WJ SOLUTIONS LLC (STONE & STEEL)	LED LIGHTING REBATES	100.00
WJ SOLUTIONS LLC (STONE & STEEL)	LED LIGHTING REBATE	100.00
WJ SOLUTIONS LLC (STONE & STEEL)	LED LIGHTING REBATE	100.00
WJ SOLUTIONS LLC (STONE & STEEL)	LED LIGHTING REBATES	75.00