

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 June 28, 2023, at 11:00 A.M.

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

Via Telephone: Trustee Jay Geving

Others present: John Bilsten, General Manager; Scott Buchanan, Legal Counsel; Robert Harrington Chief Financial Officer; Abby Wolf, Senior Accountant; Steve Grandgenett, Safety Coordinator; Jarrod Sturtz, Water Operations Manager; Rod Vitzhum, Electric Line Superintendent; Matt Oedekoven, DGR Engineering.

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 May 31, 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.

Citizen's opportunity to address the Board of Trustees – no citizen commented.

Chairperson Murphy opened a Public Hearing at 11:07 AM on 2023 Water Rates. Matt Oedekoven presented the water rate study analysis. There were no written or oral objections, and one comment questioning whether the rate increase was enough given the increased cost of materials.

The public hearing was closed at 11:40 AM.

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

The General Manager updated the Board on current operating statistics, energy source profile for May, AMU project status for the Elm, Durant and Wooster Street projects, Airport water main & Grandstay Hotel project update, fiber system upgrade, updates to the Customer Owned Distributed Generation Standards and Agreements, potential solar projects, and various potential proposals from NIMECA and Southwest Power Pool.

Trustee Heupel moved to approve Resolution No. 2023-06 – Water Rates, seconded by Trustee Sabin. Motion carried unanimously.

Trustee Geving moved to approve Resolution approving Consent to Termination of Assignments for Capacity Schedule and Agreement for Consent to Termination of Assignments for Capacity Schedule, seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Sabin moved to approve Resolution No. 2023-07 – Electric Vehicle Charging Station Rates for AMU Owned Charging Stations, seconded by Trustee Heupel. Motion carried unanimously.

Chairperson Murphy then moved the Board of Trustees into Closed Session per Iowa Code sec. 21.5 (1)(i) – Performance Review of General Manager following a roll call vote. Ayes: Schaaf, Sabin, Heupel, Murphy, Geving. Nays 0. Motion carried.

Open session then resumed at 12:47 following a roll call vote. Ayes: Schaaf, Sabin, Heupel, Murphy, Geving. Nays 0. Motion carried.

Trustee Sabin moved to approve Resolution No. 2023-08 – 2023-2024 Wages, seconded by Trustee Heupel. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for August 1, 2023, at 11:00 A.M.

Trustee Schaaf moved to adjourn the meeting, seconded by Trustee Geving. Motion carried unanimously. The meeting adjourned at 1:17 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>
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	6,858.40
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	36,200.93
MIDAMERICAN ENERGY	NEAL 4	148,000.00
UPS	SHIPPING	12.34
SISCO	FLEX/MEDICAL EXPENSE	2,495.47
IOWA STATE BANK - WATER BOND 2022	WATER BOND	16,758.00
TRINITY WIND, LLC	POWER	9,025.00
TRINITY DECOMMISSIONING TO SVGS	TRINITY WIND DECOMMISSIONING	3,850.00
DEPOSITORY TRUST CO.	REVENUE BOND	70,376.25
ZIONS FIRST NATIONAL BANK	REVENUE BOND	61,107.20
CARD CENTER	EXPENSES	3,934.50
CARD CENTER	EQUIP RENTAL	156.25
ONLINE SERVICES	COLLECTION SERVICES	96.28
ONLINE SERVICES	COLLECTION SERVICES	66.40
PAYROLL	PAYROLL EXPENSE	72,451.99
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	857.65
NATIONAL CABLE TELEVISION COOP	MATERIALS	2,420.76
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	3,292.14
EFTPS TRANSFER	PAYROLL TAXES	24,849.19
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP	31.80
AFLAC	PREMIUMS	537.58
TREASURER STATE OF IOWA	TREASURER-STATE	7,810.00
UPS	SHIPPING	5.35
UPS	SHIPPING	5.35
IPERS	EMPLOYEES RETIREMENT SYSTEM	33,481.57
US CELLULAR	SERVICE	475.20
ALGONA MUNICIPAL UTILITIES	SERVICES	14,596.04
ALGONA MUNICIPAL UTILITIES	SERVICES	3,477.61
BETH CHARLTON	EMPLOYEE EXPENSE	583.38
CITY OF ALGONA	FRANCHISE FEE	5,095.10
USAC	SUPPORT MECHANISM	1,650.57
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	409.25
NIMECA	NEAL 4	315,460.89
CITY OF ALGONA	CITY SEWER	7,355.73
PAYROLL	PAYROLL EXPENSE	73,931.35
UPS	SHIPPING SERVICE CHARGE	16.00
UPS	SHIPPING SERVICE CHARGE	16.00
UPS	SHIPPING	50.04
A & M LAUNDRY	SERVICE	46.48
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	2,625.00
BGHS BOOSTER CLUB	SOLAR SALT FUNDRAISER	514.50
BOLTON & MENK, INC.	HWY 18 WATERMAIN	2,280.00
BOMGAARS	SUPPLIES	222.34
CENTRAL IOWA DISTRIBUTING	SUPPLIES	189.62
CINTAS CORPORATION #754	SUPPLIES	858.16
CITY OF ALGONA	MCCOY AND PHILLIPS ST PROJECT	537.88
COOKS SCRAP IRON & METAL	NITROGEN	41.78
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	490.84
ERPELDING EXCAVATING ENT	SERVICE	11,590.30
FASTENAL COMPANY	SUPPLIES	103.82
FORGE & BUILD	SUPPLIES	151.98
JCL SOLUTIONS	SUPPLIES	558.87
JOHN DEERE FINANCIAL	PARTS	76.72
MH EQUIPMENT COMPANY	SERVICE	1,293.02
MIDAMERICAN ENERGY	SERVICE	724.17
POWER & TELEPHONE SUPPLY	EQUIPMENT	3,387.41
SKARSHAUG TESTING LABS	TESTING	250.44
STEINMAN INSULATION & ROOFING	ROOF REPAIRS	1,251.90
AHLERS & COONEY, P.C.	PROFESSIONAAL SERVICES	4,128.87
ALGONA COMM.SCHOOL FOUND.	ADVERTISING	150.00
ALGONA MUNICIPAL UTILITIE	PROJECT SHARE	150.00
ALGONA PUBLISHING CO.	ADVERTISING	1,576.34
ALGONA VIPS	DONUTS	69.00
ALTEC INDUSTRIES INC.	SUPPLIES	1,382.86

ARNOLD MOTOR SUPPLY	PARTS AND SUPPLIES	659.85
AUREON NETWORK SERVICES	NETWORK SERVICES	7,932.76
JOHN BILSTEN	EMPLOYEE EXPENSE	34.81
CHROME TRUCK STOP	FUEL	835.20
COOKS SCRAP IRON & METAL	SUPPLIES	318.80
COOPERATIVE RESPONSE CENTER, INC.	SERVICES	1,802.94
DAKOTA SUPPLY GROUP	MATERIAL	547.61
DAN-D LASER CARTRIDGES	SUPPLIES	383.02
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	550.00
FASTENAL COMPANY	SUPPLIES	205.44
FORGE & BUILD	SUPPLIES	8.99
IA DEPT.OF NAT.RESOURCES	CERTIFICATE RENEWALS	300.00
IGLASS NETWORKS	NETWORK MONITORING	500.00
JACKS OK TIRE SERVICE	TIRES	1,085.70
JOHNSTON AUTOSTORES	PARTS	26.11
KLGA & KLGZ	ADVERTISING	1,504.40
KOSSUTH COUNTY ADVANCE	ADVERTISING	100.00
KOSSUTH REG. HEALTH CENTER	SERVICES	180.00
MIDAMERICAN ENERGY	SERVICE	13.79
NEONOVA NETWORK SERVICES	SERVICES	29.40
NORTH IOWA COMM. ACTION	Credit Balance Refund	555.96
NORTH IOWA COMM. ACTION	Credit Balance Refund	85.16
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	118,254.13
RESCO	SUPPLIES	128.40
SAFETEY-KLEEN SYSTEMS, INC	CHEMICAL	225.28
SKARSHAUG TESTING LABS	TESTING	316.92
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH/SIP SESSIONS	3,148.75
UNITYPOINT CLINIC-OCCUPATIONAL MEDICINE	TESTING	42.00
VERMEER IOWA & N. MISSOURI	FALCON LOCATING SYSTEM	23,709.65
WESCO DISTRIBUTION INC.	MATERIALS	3,596.81
WHEELER WORLD INC	REPAIR SERVICES	6,631.20
DORIS A BARBER	CREDIT BALANCE REFUND	41.09
JUAN CARLOS GOMEZ GINIEBRA	CREDIT BALANCE REFUND	464.35
MARIA C MENDOZA JIMENEZ	CREDIT BALANCE REFUND	218.52
KATELYN PLINER	CREDIT BALANCE REFUND	60.99
BERYL L SODERBERG	CREDIT BALANCE REFUND	41.56
SHEILA ANN TROXEL	CREDIT BALANCE REFUND	45.84
ALGONA MUNICIPAL UTILITIE	PROJECT SHARE	0.18
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	4,714.39
ALGONA CHAM. OF COMMERCE	ADVERTISING	250.00
ALTEC INDUSTRIES INC.	SUPPLIES	40.06
AMERICAN GLASS COMPANY	PART	74.37
BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	125.00
BORDER STATES INDUSTRIES, INC	MATERIAL	1,298.98
BUSCHERS SERVICE CENTER	FUEL	2,439.32
CINTAS CORPORATION #754	SUPPLIES	377.87
DAKOTA SUPPLY GROUP	SUPPLIES	520.69
DGR ENGINEERING	ENGINEERING SERVICES	2,420.00
DUMP IT INC.	SERVICE	333.04
FENWAY SYSTEMS, LLC	PCU/TCS/SCADA CUSTOMIZATION	5,000.00
ROBERT K HARRINGTON	EMPLOYEE EXPENSE	167.68
HYGIENIC LABORATORY - AR	TESTING	304.50
ROBERT JENNINGS	EMPLOYEE EXPENSE	491.15
KEMNA AUTO CENTERS	PARTS AND SERVICE	1,139.37
MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	400.02
MPOWER TECHNOLOGIES, INC	SOFTWARE ANNUAL MAINTENANCE	5,400.00
NATIONAL INFO SOLUTIONS COOP	PRINT SERVICES	12,517.13
NORTH IOWA MECHANICAL	SUPPLIES	101.65
PITNEY-BOWES INC.	EXPENSES	946.44
RIVER ROAD GOLF CLUB	EXPENSES	750.69
SPORTSMANS CORNER, INC	SUPPLIES	200.00
T&R SERVICE COMPANY	SALVAGE FOR TRANSFORMER	1,805.00
THOMAS OLSON	PARTS AND SERVICE	2,700.00
VANTAGE POINT	GENERAL CONSULTING	4,212.50
AUSTIN ZADOW	SUPPLIES	18.17

BECKY SHILLINGTON	ELEC METER CONVERSION REBATE	75.00
ALGONA CHAM. OF COMMERCE	WELLNESS PROGRAM PAYOUT	4,225.00
ROBERT KELLY	Credit Balance Refund	137.62
ALEXANDRIA BIERSTEDT	Credit Balance Refund	199.42
LISA RONGVED	EMPLOYEE EXPENSE	32.83
ELIZABETH CHARLTON	EMPLOYEE EXPENSE	27.73
DALE DORNBIER	EMPLOYEE EXPENSE	117.51
MIKE STRIPLING	EMPLOYEE EXPENSE	222.58
NOLYN ELLIOTT	EMPLOYEE EXPENSE	366.31
BIRAN HATTEN	EMPLOYEE EXPENSE	655.06
ZACH KEITH	EMPLOYEE EXPENSE	247.15
KEVIN HILSABECK	EMPLOYEE EXPENSE	556.89
KEVIN RASH	EMPLOYEE EXPENSE	966.08
JEREMY PROTHMAN	EMPLOYEE EXPENSE	673.00
ROGER SIMPSON	EMPLOYEE EXPENSE	62.01
ZACH WILTSE	EMPLOYEE EXPENSE	47.25
SHEILA BAER	EMPLOYEE EXPENSE	310.66
STEPH FORTUNE	EMPLOYEE EXPENSE	84.09
PAUL KENNE	EMPLOYEE EXPENSE	568.92
JASON FETT	EMPLOYEE EXPENSE	331.57
ALGONA HIGH SCHOOL	LIGHT POLE PACKAGE	1,000.00
ALGONA PLG. & HTG.	PART	112.35
BRIANS WELDING	PARTS AND SERVICE	247.00
BRUSH & WEED SPECIALISTS	LABOR EQUIPMENT AND MATERIAL	7,116.85
CENTRAL IOWA DISTRIBUTING	SUPPLIES	275.22
CENTURYLINK	SERVICE	175.32
CENTURYLINK	SERVICE	305.43
CENTURYLINK	COMPENSATION	0.04
CITY OF ALGONA	FINN DRIVE & WOOSTER ST PROJECT	143,501.32
COOKS SCRAP IRON & METAL	LIGHTING REBATES	407.52
CORE & MAIN	PARTS AND SERVICE	340.00
ELECTRONIC SPECIALITIES, INC	PARTS AND SERVICE	82.29
EMAGINE, LLC	WEBSITE	100.00
ESRI, INC	GIS MAINTENANCE	2,900.00
JAY GEVING	TRUSTEE FEE	75.00
STEVE GRANDGENETT	EMPLOYEE EXPENSE	20.94
GRAYBAR ELECTRIC CO INC	MATERIAL	1,361.00
DON HEUPEL	TRUSTEE FEE	75.00
HY-VEE	EXPENSES	190.00
ICONECTIV, LLC	LNP	2.96
IOWA ASSN OF MUNI UTILITIES	LOAN	6,000.00
JOHN DEERE FINANCIAL	PARTS AND SERVICES	353.65
METLIFE SMALL BUSINESS CENTER	PREMIUMS	6,186.25
JULIE MURPHY	TRUSTEE FEE	75.00
MIKE SABIN	TRUSTEE FEE	75.00
KAREN SCHAAF	TRUSTEE FEE	75.00
SCHAEFFERS MANUFACTURING CO	POWER PLANT OIL	306.75
STEIER AG	SPAYING	642.00
STUNDAHL CLEANING	CLEANING SERVICE	1,050.00
THREADS	EMPLOYEE CLOTHING	187.25
VERMEER IOWA & N. MISSOURI	MATERIAL	4,264.86
WHEELER WORLD INC	FUEL PUMP REPAIR	4,787.50
AMERICAN MARINE	LIGHTING REBATE	525.00
HOWARD BAKER	INSULATION REBATE	150.00
JANE DREYER	CA REBATE	300.00
BRAD HOOVER	CA REBATE	300.00
KEITH JOHNSON	WINDOW REPLACEMENT	1,315.20
LOWELL MUELLER	CA REBATE	300.00
LYNN STEVENS	CENTRAL AIR REBATE	500.00
BRETT VENTEICHER	WINDOW REBATE	144.27