

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 1, 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; Robert Harrington Chief Financial Officer; Abby Wolf, Senior Accountant.

The Board recognized Isabelle Gibbs, summer office assistant for the past 3 years; and Beth Charlton, CSR hired in May 2023.

Chairperson Murphy called the meeting to order at 11:04 A.M.

The consent agenda included roll call, adoption of the agenda, approval of the June 28, 2023, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Geving moved to approve the consent agenda, seconded by Trustee Heupel. Motion carried unanimously.

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

Chief Financial Officer Robert Harrington presented June 2023 Financial Statements/Operations Trend Charts. Trustee Schaaf 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 June, AMU project status for the Elm, Durant and Wooster Street projects, Airport water main & Grandstay Hotel project update, updates to the Customer Owned Distributed Generation Standards and Agreements, and potential solar projects.

The General Manager reviewed revisions to the Distributed Generation Interconnection Standards and Agreements. After discussion, Trustee Geving moved to postpone action on Resolution No. 2023-09 until the AMU Board meeting on August 30, 2023, to allow for additional staff review of the standards and agreements, seconded by Trustee Sabin. Motion carried unanimously.

The General Manager reviewed the Bid Documents, Plans, Specifications, and Form of Contract and Notice to Bidder for the US Highway 18 Water Main Improvements. Trustee Heupel moved to approve Resolution No. 2023-10 – Ordering Bids, Approving Plans, Specifications and Form of Contract and Notice To Bidder, and Setting Public Hearing – US Highway 18 Watermain Improvements and set the date and time for the Public Hearing as August 30, 2023, at 11:00 A.M. at AMU offices, 104 West Call Street, Algona, Iowa, seconded by Trustee Sabin. Motion carried unanimously.

The Board reviewed a project of the Algona Chamber of Commerce Leadership Class to add new Algona signage, providing for load growth through economic development as per the AMU Public Purpose Policy. Trustee Sabin moved to approve \$2,500 for the project, seconded by Trustee Schaaf. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for August 30, 2023, at 11:00 A.M.

Trustee Schaaf moved to adjourn the meeting, seconded by Trustee Heupel. Motion carried unanimously. The meeting adjourned at 12:24 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>
SHARON WILDIN DUNN	LAND PURCHASE	\$34,400.00
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457	\$3,192.14
EFTPS TRANSFER	PAYROLL TAXES	\$27,997.43
SISCO	FLEX/MEDICAL	\$46,596.67
CARD CENTER	EXPENSES	\$898.65
CARD CENTER	EXPENSES	\$43.61
CARD CENTER	EXPENSES CC 1	\$1,330.67
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	\$35,435.70
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	\$6,857.24
PAYROLL	PAYROLL EXPENSE	\$76,884.22
MIDAMERICAN ENERGY	NEAL 4	\$243,000.00
SISCO	CREDIT FOR VOID	\$335.78
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457	\$3,192.14

CARD CENTER	CC-EXPENSES 0104	\$257.68
NATIONAL CABLE TELEVISION COOP	HARDWARE	\$1,059.48
EFTPS TRANSFER	PAYROLL TAXES	\$26,651.37
UPS	SHIPPING	\$16.00
IPERS	EMPLOYEES RETIREMENT SYSTEM	\$35,016.22
TRINITY WIND, LLC	POWER-JUNE	\$2,900.00
TRINITY DECOMMISSIONING	DECOMMISSIONING FUND JUNE	\$1,400.00
SISCO	FLEX/MEDICAL	\$1,039.14
AFLAC	PREMIUMS	\$537.58
SISCO	FLEX/MEDICAL	\$3,050.54
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX-JUNE	\$874.53
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX-	\$95.56
CITY OF ALGONA	FRANCHISE FEE	\$5,050.77
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP	\$31.80
CITY OF ALGONA	CITY SEWER USAGE	\$5,151.59
SISCO	PREMIUMS	\$39,983.17
TREASURER STATE OF IOWA	TREASURER-STATE	\$8,352.00
ONLINE SERVICES	ACTION LETTERS	\$59.99
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$669.24
PAYROLL	PAYROLL EXPENSE	\$78,276.15
US CELLULAR	SERVICE	\$474.54
ALGONA MUNICIPAL UTILITIES	COMM PAPERLESS BILLS	\$3,427.19
ALGONA MUNICIPAL UTILITIES	PAPERLESS UTILITY BILLS	\$12,919.96
USAC	SUPPORT MECHANISM	\$934.85
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION-457	\$3,192.14
EFTPS TRANSFER	PAYROLL TAXES	\$26,660.39
NIMECA	NEAL 4	\$237,498.62
SISCO	FLEX/MEDICAL	\$2,885.41
UPS	SHIPPING	\$5.35
UPS	SHIPPING	\$20.70
UPS	SHIPPING	\$5.35
UPS	SHIPPING	\$26.72
KEMNA AUTO CENTERS	Ford Lightening Pickup	\$56,478.00
A & M LAUNDRY	LAUNDRY SERVICE	\$43.00
ALGONA PLG. & HTG.	LEAD SERVICE ON A HOUSE	\$39.15
BORDER STATES INDUSTRIES, INC	MATERIAL	\$107.86
CENTURYLINK	SERVICE	\$66.00
DAKOTA SUPPLY GROUP	12" X 1" SADDLE	\$178.41
DGR ENGINEERING	ENGINEERING SERVICES	\$3,987.00
FORCE FITTERS	EMPLOYEE CLOTHING	\$1,077.73
GRAYBAR ELECTRIC CO INC	MATERIAL	\$15,628.64
IOWA DEPT OF TRANSPORTATION	USE TAX	\$2,695.15
IOWA ONE CALL	UNDERGROUND LOCATION	\$832.20
K & H COOP OIL CO.	FUEL	\$69.84
MH EQUIPMENT COMPANY	TUNE UP ON YALE GLP050	\$1,293.02
MIDAMERICAN ENERGY	GAS USAGE	\$463.08
NORTHWEST COMM NETWORK	BAND WIDTH	\$616.50
PREMIER LINE SERVICES	DRY ICE CLEANING	\$8,930.00
KELLIE SIEFKEN	EMPLOYEE EXPENSE	\$225.98
WESCO DISTRIBUTION INC.	MATERIAL	\$3,001.32
ZIEGLER INC.	CAT 2	\$2,120.63
GARY REINHARDT	METER CONVERSION REBATE	\$75.00
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	\$350.00
ALGONA PLG. & HTG.	REPAIR	\$43.25
ALGONA PUBLISHING CO.	ADVERTISING	\$921.59
ALGONA WELDING & MACHINE	MATERIALS AND LABOR	\$279.00
AUREON NETWORK SERVICES	DID'S	\$941.04
BORDER STATES INDUSTRIES, INC	CONDUIT	\$2,676.17
BUSCHER BROS. CORPORATION	DUCT TRAILER BATTERY	\$139.10
CITY OF ALGONA	HOT MIX ONLY	\$495.00
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$1,125.00
COOPERATIVE RESPONSE CENTER, INC.	RESPONSE CENTER	\$1,957.80

DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
EMAGINE, LLC	WEBSITE	\$275.00
ERPELDING EXCAVATING ENT	ISB DRIVE THRU WATER LEAK	\$9,855.29
FASTENAL COMPANY	SUPPLIES	\$471.69
FORCE FITTERS	EMPLOYEE CLOTHING	\$77.55
STEVE GRANDGENETT	EMPLOYEE EXPENSE	\$36.92
GRAYBAR ELECTRIC CO INC	COMMSCOPE TECHNOLOGIES	\$958.20
HAWKINS INC.	CHEMICAL	\$8,542.84
HUMBOLDT INDEPENDENT	ADVERTISING	\$55.00
IGLASS NETWORKS	NETWORK MONITORING	\$500.00
IRBY	FUSE LINK	\$87.74
KLGA & KLGZ	ADVERTISING	\$1,397.00
NEONOVA NETWORK SERVICES	SECURE IT PLUS	\$29.40
NIMECA	MRES SETTLEMENT PMT	\$6,478.74
NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	\$157.00
NYHART BY ANSENSUS	GASB 75 REPORT	\$1,900.00
O'REILLY AUTOMOTIVE, INC.	WORK GLOVES	\$11.76
OAK HILL CONSULTING	FIBER PROJECT	\$69.00
OVERHEAD DOOR OF MASON CITY	GARAGE DOORS	\$42,333.48
REDING GRAVEL & EXC.	STOCKPILE	\$750.75
RESCO	ELBOW JACKET SEAL	\$1,519.94
SIGN WORKS	VEHICLE LOGOS	\$212.95
JARROD STURTZ	EMPLOYEE EXPENSE	\$54.89
TANTALUS	TPM CONTROLLER	\$10,639.20
THREADS	EMPLOYEE CLOTHING	\$121.98
VAN WERT INC	ELECTRIC METERS	\$13,781.60
ROD VITZTHUM	EMPLOYEE EXPENSE	\$1,930.63
ZIEGLER INC.	UNIT 1 REPAIR	\$27,648.77
NANCY BALBINA TANDRON	CREDIT BALANCE REFUND	\$318.83
MARY ANN COADY	CREDIT BALANCE REFUND	\$11.37
DARIN MARTINEZ SANTANA	CREDIT BALANCE REFUND	\$95.67
YOXANDER RODRIGUEZ	CREDIT BALANCE REFUND	\$115.81
YANISEY SALGUEIRO	CREDIT BALANCE REFUND	\$330.00
MICHAEL G THILGES	CREDIT BALANCE REFUND	\$107.55
A+ COMMUNICATIONS & SECURITY	CAMERA OFFLINE	\$1,047.53
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$4,714.39
ARNOLD MOTOR SUPPLY	PARTS AND SUPPLIES	\$114.89
AUREON NETWORK SERVICES	NETWORK SERVICES	\$6,920.87
BOLTON & MENK, INC.	HWY 18 WATERMAIN	\$2,280.00
BOMGAARS	SUPPLIES-WATER	\$1,216.84
BORDER STATES INDUSTRIES, INC	MATERIAL	\$2,537.46
BUGS N STUFF	PEST CONTROL	\$115.56
BUSCHERS SERVICE CENTER	FUEL	\$2,643.88
CINTAS CORPORATION #754	MEDICAL SUPPLIES	\$288.76
CITY OF ALGONA	FINN DR/WOOSTER PROJECT	\$53,700.64
COOKS SCRAP IRON & METAL	SUPPLIES	\$246.95
DAKOTA SUPPLY GROUP	MATERIAL	\$191.28
DAN-D LASER CARTRIDGES	SERVICE CALL	\$101.65
DUMP IT INC.	SANITATION	\$333.04
FAREWAY STORES	SUPPLIES	\$42.01
HYGIENIC LABORATORY - AR	TESTING	\$101.00
IOWA ASSN OF MUNI UTILITIES	SGNC JULY-SEPT 2023	\$4,592.25
JACKS OK TIRE SERVICE	REPAIR	\$72.23
JOHNSTON AUTOSTORES	PARTS	\$51.94
MAIN STREET SPECIALTIES, LLC	PARTS AND SERVICE	\$1,166.46
MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	\$344.49
NATIONAL INFO SOLUTIONS COOP	JUNE 2023 RECURRNG	\$19,319.05
NORTH IOWA COMM. ACTION	REFUND	\$260.00
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	\$117,369.28
PHILS AUTO & TRUCK REPAIR II	UNIT 4 REPAIR	\$231.21
PITNEY-BOWES INC.	LEASE-FOLDING MACHING	\$304.05
REDING GRAVEL & EXC.	1" CLEAN	\$907.44

SDS BINDERWORKS	SDSPRIME/MOBILE APP ACCESS	\$1,230.00
SECURE SHRED SOLUTIONS, LLC	SHREDDING	\$52.00
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH/SIP	\$3,146.25
STELLAR TRUCK & TRAILER	12LED AMBER/CLEAR	\$235.05
SWIFT AIR	PREVENTATIVE MAINTENANCE	\$3,187.95
VERMEER IOWA & N. MISSOURI	SUPPLIES	\$241.19
WESCO DISTRIBUTION INC.	MATERIAL	\$4,995.41
CODY FORTUNE GOLF TOURNAMENT	HOLE SPONSOR	\$200.00
TLC PROPERTIES	METER CONVERSION REBATE	\$100.00
ALGONA DANCE TEAM	AHS DANCE TEAM	\$60.00
JOHN BILSTEN	EMPLOYEE EXPENSE	\$130.00
CHROME TRUCK STOP	FUEL	\$41,711.11
CITY OF ALGONA	MCCOY ST AND UTILITIY	\$936.52
DAKOTA SUPPLY GROUP	MATERIAL	\$337.68
DGR ENGINEERING	RATE STUDY	\$1,991.68
FASTENAL COMPANY	SUPPLIES	\$271.10
FENWAY SYSTEMS, LLC	SCADA FOR TURBINES	\$5,000.00
FORCE FITTERS	EMPLOYEE CLOTHING	\$74.42
FORGE & BUILD	SUPPLIES	\$369.42
JAY GEVING	TRUSTEE FEE	\$75.00
GRAYBAR ELECTRIC CO INC	PANDUIT CORP COVER	\$2,536.76
DON HEUPEL	TRUSTEE FEE	\$75.00
HY-VEE	SUPPLIES	\$238.49
IA DEPT.OF NAT.RESOURCES	ANNUAL WATER SUPPLY FEE	\$603.74
ICONECTIV, LLC	LNP	\$67.45
KEMNA AUTO CENTERS	PAINT	\$19.60
KOSSUTH COUNTY 911	911 SURCHARGE	\$3,346.14
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$6,389.39
MIDAMERICAN ENERGY	FIBER HUT - 35531-32008	\$13.63
JULIE MURPHY	TRUSTEE FEE	\$75.00
PMC ADVANTAGE SERVICES, INC	POLICY CHANGE	\$987.00
RESCO	MATERIAL	\$73,654.20
MIKE SABIN	TRUSTEE FEE	\$75.00
KAREN SCHAAF	TRUSTEE FEE	\$75.00
SIGN WORKS	BULK WATER FEE SIGN	\$70.00
SPENCER MUNICIPAL UTILITIES	2nd QTR REIMBURSEMENT	\$503.11
STEIER AG	BUCCANEER PLUS	\$714.68
STUNDAHL CLEANING	CLEANING SERVICE	\$1,050.00
VANTAGE POINT	SERVICES	\$779.70
WESCO DISTRIBUTION INC.	TRANSFORMER	\$10,548.84
DICK BESCH	WINDOW REBATE	\$143.51
CRYSTAL BRONSON	WINDOW REBATE	\$1,437.14
CORTEVA AGRISCIENCE	LIGHTING REBATE	\$1,900.73
RON DUCKERT	WINDOW REBATE	\$964.43
RYAN ETHERINGTON	ELECTRIC METER CONVERSION	\$100.00
STEPH FORTUNE	WINDOW REBATE	\$1,500.00
MICHELLE GARNER	WINDOW REBATE	\$1,500.00
GRASS MASTERS	LIGHTING REBATES	\$140.00
ANDREW KOLLASCH	CA REBATE	\$500.00
EMILY LAMPE	WINDOW REBATE	\$1,295.53
SANDRA LEY	CA REBATE	\$300.00
THAD LICHTER	WINDOW REBATE	\$1,500.00
ANDREW MCCAULEY	CA REBATE	\$500.00
DAN PRICE	CREDIT BALANCE REFUND	\$6.77
PHIL SHELLENBERG	CA REBATE	\$300.00
STATE STREET LLC	LIGHTING REBATE	\$1,550.00
NICK SYMONDS	CA REBATE	\$300.00
THE MARKET	CA REBATE	\$300.00
THERESA THILGES	CREDIT BALANCE REFUND	\$12.45
CALEB C TONDERUM	CREDIT BALANCE REFUND	\$50.82
BRENT VENTEICHER	CA REBATE	\$300.00
BRETT VENTEICHER	WINDOW REBATE	\$169.42

WEST VENDEE	LIGHTING REBATE	\$300.00
GORDY ZEIGLER	CA REBATE	\$500.00
A & M LAUNDRY	LAUNDRY SERVICE	\$43.00
ALGONA FAMILY YMCA	YMCA EMPLOYEE CONTRIBUTION	\$1,500.00
ALGONA HS VIPS	ALGONA VIP'S MEMBERSHIP	\$125.00
ARNOLD MOTOR SUPPLY	PARTS	\$650.87
BOMGAARS	SUPPLIES-WATER	\$1,815.46
BRIANS WELDING	PART	\$254.00
CENTURYLINK	SERVICE	\$90.83
CENTURYLINK	SERVICE	\$400.86
CENTURYLINK	REVENUE/COMPENSATION	\$0.05
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$1,125.00
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$1,716.60
CUMMINS SALES AND SERVICE	AMU TELEPHONE INSPECTION	\$774.90
DAKOTA SUPPLY GROUP	RETURN	\$360.60
DGR ENGINEERING	ENGINEERING SERVICES	\$4,850.00
DITCH WITCH OF MINNESOTA & IOWA	SUPPLIES	\$526.06
DALE DORNBIER	EMPLOYEE EXPENSE	\$220.95
ELECTRONIC SPECIALITIES, INC	FM PORTABLE RADIO	\$410.18
ERPELDING EXCAVATING ENT	STRAW WATTLE	\$41.14
FORCE FITTERS	EMPLOYEE CLOTHING	\$688.01
STEPHANIE FORTUNE	EMPLOYEE EXPENSE	\$1,115.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$6,000.00
IOWA ONE CALL	UNDERGROUND LOCATION	\$370.50
IOWA UTILITIES BOARD	ASSESSMENT APRIL-JUNE 2023	\$510.45
JCL SOLUTIONS	OCEAN BREEZE SOLID	\$97.34
JOHN DEERE FINANCIAL	PART	\$39.26
KEMCO TIRES, INC.	FLAT TIRE REPAIR	\$30.00
MIDAMERICAN ENERGY	GAS SERVICE	\$366.11
MINSAIT ACS	7/1/23-9/30/23 SUPPORT	\$2,841.60
MOODYS INVESTORS SERVICE	MONITORING FEE	\$500.00
NORTH IA APPL. CTR	SERVICE CALL-LABOR	\$85.60
NORTHWEST COMM NETWORK	BAND WIDTH	\$616.50
NUGENCO, INC	SAND BLAST/POWDER COAT	\$1,551.50
QUALUS SERVICES	VALVE REPAIR KIT	\$149.80
RESCO	SOCKET 200A	\$1,193.70
SIGN WORKS	DECAL'S	\$143.19
JARROD STURTZ	EMPLOYEE EXPENSE	\$215.17
T&R ELECTRIC	TRANSFORMER OIL SAMPLES	\$3,470.00
TANTALUS	CENTRON III POLY CP3SLV	\$1,836.00
US POSTAL SERVICE (POSTAGE)	METER POSTAGE	\$1,000.00
VANTAGE POINT	GENERAL CONSULTING	\$1,357.50
WESCO DISTRIBUTION INC.	MATERIAL	\$1,719.64
ZIEGLER INC.	SUPPLIES	\$140.62