

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 September 27, 2023, at 11:00 A.M.

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

Via Telephone: Jay Geving

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 11:02 A.M.

The consent agenda included roll call, adoption of the agenda, approval of the August 30, 2023, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Sabin. 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 August 2023 Financial Statements/Operations Trend Charts. Trustee Sabin 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, continuing requests from Southwest Power Pool for local electrical plant generation in 2023, electrical Demand education for the community, water utility infrastructure spending and NIMECA operating statistics.

Trustee Schaaf moved to approve an amendment to a utility easement with Kevin Lynch, seconded by Trustee Geving. Motion carried unanimously.

Trustee Heupel moved to approve DGR Engineering Task Order No. 7 – Solar Generation Interconnection Study, seconded by Trustee Sabin. Motion carried unanimously.

Trustee Sabin moved to approve Bolton and Menk – Amendment No. 1 – Agreement for Professional Services Highway 18 Watermain Improvements – Construction Phase Services, seconded by Trustee Schaaf. Motion carried unanimously.

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

Trustee Schaaf 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>
UPS	SHIPPING	\$30.45
UPS	SHIPPING	\$5.35
UPS	SHIPPING	\$19.53
CARD CENTER	SUPPLIES	\$2,106.37
CARD CENTER	SUPPLIES	\$45.00
CARD CENTER	SUPPLIES	\$344.75
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	\$8,250.66
EFT - SALES TAX TRANSFER	SALES TAX	\$32,934.73
UPS	SHIPPING	\$35.64
CARD CENTER	SUPPLIES	\$955.33
SISCO	MEDICAL/FLEX	\$4,327.92
AMU PAYROLL	PAYROLL EXPENSE	\$79,230.73
MIDAMERICAN ENERGY	NEAL 4	\$267,000.00
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	\$3,412.14
EFTPS TRANSFER	PAYROLL TAXES	\$27,729.43
SISCO	FLEX/MEDICAL	\$930.95
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$884.96
TRINITY WIND, LLC	POWER	\$3,740.00
TRINITY DECOMMISSIONING TO SVGS	TRINITY WIND DECOMMISSIONING	\$1,736.00

CITY OF ALGONA	SEWER	\$6,902.19
ONLINE SERVICES	COLLECTION SERVICES	\$42.00
ONLINE SERVICES	COLLECTION SERVICES	\$90.50
UPS	SHIPPING	\$5.35
NATIONAL CABLE TELEVISION COOP	HARDWARD	\$1,578.22
NATIONAL CABLE TELEVISION COOP	HARDWARE	\$2,763.25
UPS	SHIPPING	\$53.82
AFLAC	PREMIUMS	\$537.58
AMU PAYROLL	PAYROLL	\$76,744.78
IPERS	EMPLOYEES RETIREMENT SYSTEM	\$36,201.10
TREASURER STATE OF IOWA	STATE TAXES	\$8,691.00
SISCO	FLEX/MEDICAL	\$734.23
CITY OF ALGONA	FRANCHISE FEE	\$5,046.13
NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	\$3,397.14
SISCO	FLEX/MEDICAL	\$803.89
ALGONA MUNICIPAL UTILITIES	SERVICES	\$17,599.26
EFTPS TRANSFER	PAYROLL TAXES	\$26,244.21
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$669.24
US CELLULAR	SERVICE	\$479.55
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	\$595.00
ALGONA CHAM. OF COMMERCE	ADVERTISING	\$225.00
JOHN BILSTEN	HEAT PUMP REBATE	\$1,500.00
BOMGAARS	SUPPLIES	\$2,218.73
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$100.58
BROWN SHOE FIT CO	SUPPLIES	\$2,037.28
CENTRAL CABLE CONTRACTORS INC	SERVICES	\$15,692.00
CHROME TRUCK STOP	BULK FUEL	\$106,612.73
CITY OF ALGONA	PILOT FUNDS TO CITY	\$480,000.00
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$1,125.00
COOKS SCRAP IRON & METAL	MATERIALS	\$91.18
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$31.44
CUSTOM KONCRETE	SERVICE	\$460.00
EISCHEN SALES INC	SERVICE	\$56.23
ERPELDING EXCAVATING ENT	SUPPLIES	\$817.60
GOODWIN TUCKER GROUP	REPAIR SERVICES	\$2,459.37
GRAYBAR ELECTRIC CO INC	MATERIALS	\$9,816.40
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$6,000.00
MIDAMERICAN ENERGY	SERVICE	\$317.62
NORTH IOWA MECHANICAL	MATERIALS	\$431.21
NORTHWEST COMM NETWORK	BAND WIDTH	\$616.50
PLYMOUTH COUNTY TREASURER	PLYMOUTH COUNTY TAX	\$242.00
QWEST DBA CENTURYLINK-IA	SERVICE	\$24.10
RANKO EQUIPMENT LLC	PARTS AND LABOR	\$2,131.52
REDING GRAVEL & EXC.	SUPPLIES	\$67.32
RENU CONTROL LLC	LABOR	\$8,590.39
SCHAEFFERS MANUFACTURING CO	MATERIALS	\$2,794.79
DANIEL SMITH	EMPLOYEE EXPENSE	\$113.59
WESCO DISTRIBUTION INC.	SUPPLIES	\$10.44
WHEELER WORLD INC	MATERIAL	\$859.63
ZIEGLER INC.	SUPPLIES	\$2,812.39
MOON HSU	CREDIT BALANCE REFUND	\$71.93
PAT A SHAW	CREDIT BALANCE REFUND	\$76.69
ALGONA PUBLISHING CO.	ADVERTISING	\$1,320.24
ALGONA WELDING & MACHINE	MATERIAL AND LABOR	\$69.50
ARNOLD MOTOR SUPPLY	SUPPLIES	\$608.60
BUSCHER BROS. CORPORATION	PARTS	\$659.16
CENTURYLINK	SERVICE	\$84.60
CHROME TRUCK STOP	FUEL	\$623.46
CINTAS CORPORATION #754	SUPPLIES	\$194.27
COOPERATIVE RESPONSE CENTER, INC.	SERVICE	\$1,766.47
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	\$4.81
CUMMINS SALES AND SERVICE	SERVICE	\$654.09
DAKOTA SUPPLY GROUP	SUPPLIES	\$133.28
DAN-D LASER CARTRIDGES	SUPPLIES	\$69.55
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00

DUMP IT INC.	SERVICE	\$333.04
NOLYN ELLIOTT	EMPLOYEE EXPENSE	\$338.64
ERPELDING EXCAVATING ENT	REPAIR WATER LEAK	\$7,275.00
IOWA ONE CALL	SERVICES	\$520.20
IRBY	MATERIAL	\$1,177.00
KOSSUTH COUNTY ADVANCE	ADVERTISING	\$25.00
MIDAMERICAN ENERGY	SERVICE	\$12.73
MINSAIT ACS	SCADA UPGRADE	\$14,945.20
NELS PEDERSON CO., INC.	WATERMAIN	\$1,750.00
NEONOVA NETWORK SERVICES	SECURE IT PLUS	\$29.40
OAK HILL CONSULTING	ENGINEERING SERVICES	\$552.00
POWER & TELEPHONE SUPPLY	MATERIALS	\$6,470.77
RESCO	MATERIALS	\$1,706.65
SAFETEY-KLEEN SYSTEMS, INC	CHEMICAL	\$231.81
SPENCER MUNICIPAL UTILITIES	SERVICES	\$3,128.75
SPENCER R FITZPATRICK JR	CREDIT BALANCE REFUND	\$93.53
EDNA FOTH	CREDIT BALANCE REFUND	\$5.14
NEVA JOHNSON	CREDIT BALANCE REFUND	\$20.28
SHELBY KING	CREDIT BALANCE REFUND	\$171.75
IOLA M PASLEY	CREDIT BALANCE REFUND	\$9.51
ADOLFO ALFRED PEREZ RIVERO	CREDIT BALANCE REFUND	\$298.64
GLORIA SEEFELD	CREDIT BALANCE REFUND	\$26.20
MARIELA VAZQUEZ LABRADOR	CREDIT BALANCE REFUND	\$401.36
A & M LAUNDRY	SERVICE	\$43.00
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$4,714.39
AIR FILTER SALES & SERVICE	PARTS	\$172.00
AUDITOR-STATE OF IOWA	ANNUAL EXAMINATION FILING FEE	\$625.00
AUREON NETWORK SERVICES	NETWORK SERVICES	\$7,968.02
BOLTON & MENK, INC.	HWY 18 WATERMAIN	\$14,820.00
BUSCHERS SERVICE CENTER	FUEL	\$3,153.70
CITY OF ALGONA	STREET IMPROVEMENT PROJECT	\$12,813.83
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$345.78
DAN-D LASER CARTRIDGES	SUPPLIES	\$485.56
ERPELDING EXCAVATING ENT	MATERIALS	\$165.00
FAREWAY STORES	SUPPLIES	\$49.03
FASTENAL COMPANY	SUPPLIES	\$234.47
FORGE & BUILD	SUPPLIES	\$55.02
GRAYBAR ELECTRIC CO INC	MATERIALS	\$15,587.16
HAWKINS INC.	CHEMICAL	\$3,328.91
HYGIENIC LABORATORY - AR	TESTING SERVICES	\$598.00
IGLASS NETWORKS	NETWORK MONITORING SERVICES	\$500.00
IOWA AREA DEVELOPMENT GROUP	AERIAL PHOTO	\$175.00
IRBY	MATERIAL	\$29,938.60
JETCO INC	SOFTWARE ALARM NOTIFICATION	\$16,287.00
JOHNSTON AUTOSTORES	SUPPLIES	\$167.71
KLGA & KLGZ	ADVERTISING	\$809.00
KOSS CO EXTENSION OFFICE	CLASS FEE	\$45.00
KOSSUTH CO AUDITOR	SERVICES	\$82.50
KOSSUTH COUNTY TREASURER	KOSSUTH COUNTY UTILITIES TAX	\$25,268.00
MH EQUIPMENT COMPANY	REPAIR SERVICES	\$1,296.09
MIDAMERICAN ENERGY CO.	SERVICES	\$369.28
MILLER SPORTS & SERVICE	SUPPLIES	\$99.95
NALCO COMPANY	CHEMICAL	\$80.54
NATIONAL INFO SOLUTIONS COOP	PRINT SERVICES	\$19,332.68
NORTH AMERICAN NUMBERING PLAN	NUMBERING ADMIN COSTS	\$49.09
NORTH IOWA MECHANICAL	MINI SPLIT	\$3,000.00
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	\$115,994.15
PHARMACISTS MUTUAL INSURANCE	WATER MAIN EXTENSION	\$78,312.00
PITNEY-BOWES INC.	LEASE	\$946.44
POWER & TELEPHONE SUPPLY	SUPPLIES	\$1,744.13
RESCO	SUPPLIES	\$331.70
STEIER AG	SUPPLIES	\$212.72
VANTAGE POINT	GENERAL CONSULTING	\$1,690.00
WEBSTER COUNTY TREASURER	WEBSTER COUNTY TAX	\$1,333.50
WESCO DISTRIBUTION INC.	SUPPLIES	\$258.55

WOODBURY COUNTY TREASURER	WOODBURY COUNTY TAX	\$7,704.50
ALICIA BURNS	CA REBATE	\$500.00
PAUL MCMAHON	CA REBATE	\$500.00
MARLENE MEYER	WINDOW REBATE	\$76.60
BRETT VENTEICHER	WINDOW REBATE	\$97.92
TONY WIITA	CA REBATE	\$300.00
ERIC DEGEN	EMPLOYEE EXPENSE	\$122.30
CENTURYLINK	SERVICE	\$175.49
CENTURYLINK	COMPENSATION	\$0.04
CERTIFIED TESTING SERVICES	TESTING SERVICES	\$8,478.00
CITY OF ALGONA	STREET IMPROVEMENTS	\$208,563.86
COOKS SCRAP IRON & METAL	SUPPLIES	\$27.66
DGR ENGINEERING	ENGINEERING SERVICES	\$3,687.00
EMAGINE, LLC	SERVICES	\$50.00
JAY GEVING	TRUSTEE FEE	\$75.00
HACH CHEMICAL CO.	CHEMICAL	\$713.62
DON HEUPEL	TRUSTEE FEE	\$75.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$6,000.00
K & H COOP OIL CO.	FUEL	\$218.05
KEMCO TIRES, INC.	PARTS AND SERVICE	\$49.22
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$6,226.37
MPOWER TECHNOLOGIES, INC	SOFTWARE MAINTENANCE	\$1,000.00
JULIE MURPHY	TRUSTEE FEE	\$75.00
POWER & TELEPHONE SUPPLY	SUPPLIES	\$1,116.67
QWEST DBA CENTURYLINK-IA	SERVICE	\$305.43
MIKE SABIN	TRUSTEE FEE	\$75.00
KAREN SCHAAF	TRUSTEE FEE	\$75.00
STUNDAHL CLEANING	SERVICE	\$1,050.00
THREADS	EMPLOYEE CLOTHING	\$625.95
BILL HALL	WINDOW REBATE	\$1,500.00
TIM MCNERTNEY	WINDOW REBATE	\$1,500.00