

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 November 1, 2023, at 11:00 A.M.

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

Absent: Jay Geving

Others present: John Bilsten, General Manager; 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 September 27, 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 citizens in attendance or on the phone.

Chief Financial Officer Robert Harrington presented September 2023 Financial Statements/Operations Trend Charts. Trustee Heupel 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, electric underground conversions, power plant capital expenditures, electrical demand profile and history, Highway 18 Watermain Improvement Project, fiber to the home (FTTH) conversions, and various renewable energy proposals.

The Chief Financial Officer reviewed the preliminary 2024 Budget. Trustee Schaaf moved to set a Public Hearing for the 2024 Budget on November 29, 2023, at 11:00 A.M., seconded by Trustee Sabin. Motion carried unanimously.

Trustee Heupel moved to approve Resolution 2023-13 Temporary Funds Transfer of Funds from the Electric Utility to the Water Utility, seconded by Trustee Sabin. Motion carried unanimously.

Trustee Heupel moved to approve Engagement of Ahlers Law Firm as Bond Counsel, seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Schaaf moved to set a Public Hearing on a Loan Agreement and the issuance of \$859,000 Water Revenue Capital Loan Notes on November 29, 2023, at 11:00 A.M., seconded by Trustee Heupel. Motion carried unanimously.

The General Manager reviewed proposed water rates for 2024. Trustee Sabin moved to set a Public Hearing for the 2024 Water Rates on November 29, 2023, at 11:00 A.M., seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Heupel moved to approve Health Savings Account Employee Prefunded Contribution, seconded by Trustee Sabin. Motion carried unanimously.

Trustee Sabin moved to approve Zach Wiltse to Grade 8 Step 6, seconded by Trustee Heupel. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for November 29, 2023, at 11:00 A.M.

Trustee Sabin moved to adjourn the meeting, seconded by Trustee Heupel. Motion carried unanimously. The meeting adjourned at 12:42 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>
SISCO	PREMIUMS	\$44,424.13
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	\$8,247.70
USAC	SUPPORT MECHANISM	\$934.84
NATIONAL CABLE TELEVISION COOP	HARDWARE	\$2,105.90
AMU PAYROLL	PAYROLL EXPENSE	\$75,006.21
SISCO	FLEX	\$2,562.62
EFT - SALES TAX TRANSFER	SALES TAX	\$34,955.78
NATIONWIDE RETIREMENT	DEFERRED COMPENSATION	\$3,397.14
MIDAMERICAN ENERGY	NEAL 4	\$177,000.00
UPS	SHIPPING	\$19.33
UPS	SHIPPING	\$17.63

UPS	SHIPPING	\$12.34
EFTPS TRANSFER	PAYROLL TAXES	\$26,084.94
SISCO	MEDICAL	\$6,529.24
CARD CENTER	SUPPLIES	\$96.64
CARD CENTER	SUPPLIES	\$360.42
CARD CENTER	SUPPLIES	\$416.86
TRINITY WIND, LLC	POWER-AUGUST	\$6,435.00
TRINITY DECOMMISSIONING	DECOMMISSIONING	\$2,814.00
CARD CENTER	SUPPLIES	\$2,847.03
ONLINE SERVICES	COLLECTION SERVICES	\$75.56
ONLINE SERVICES	COLLECTION SERVICES	\$47.11
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$898.68
SISCO	FLEX	\$2,285.00
AFLAC	PREMIUMS	\$537.58
AMU PAYROLL	PAYROLL EXPENSE	\$75,052.41
CITY OF ALGONA	FRANCHISE FEE	\$4,969.93
NATIONWIDE RETIREMENT	DEFERRED COMPENSATION	\$3,127.14
EFTPS TRANSFER	PAYROLL TAXES	\$26,017.68
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP FEES	\$7.11
IPERS	EMPLOYEES RETIREMENT	\$54,302.27
TREASURER STATE OF IOWA	TREASURER-STATE	\$13,013.00
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$669.24
SISCO	FLEX	\$2,266.67
ALGONA MUNICIPAL UTILITIES	SERVICES	\$15,920.90
SISCO	PREMIUMS	\$44,424.13
US CELLULAR	SERVICE	\$479.55
CITY OF ALGONA	CITY SEWER	\$8,228.73
USAC	SUPPORT MECHANISM	\$2,018.60
UPS	SHIPPING	\$5.35
UPS	SHIPPING	\$12.54
UPS	SHIPPING	\$77.73
SISCO	FLEX	\$2,155.33
AMU PAYROLL	PAYROLL EXPENSE	\$77,011.64
NIMECA	NEAL 4	\$393,648.31
TREASURER OF STATE	UNCLAIMED PROPERTY - 223	\$678.82
JAY GEVING	TRUSTEE FEE	\$75.00
DON HEUPEL	TRUSTEE FEE	\$75.00
JULIE MURPHY	TRUSTEE FEE	\$75.00
MIKE SABIN	TRUSTEE FEE	\$75.00
ALGONA BAND DAY FIELD SHOW	FIELD SHOW ADVERTISEMENT	\$300.00
ALGONA HEARING CENTER	SERVICES	\$40.00
ALGONA HEARING CENTER, LLC	SERVICES	\$1,080.00
ALGONA PLG. & HTG.	SUPPLIES	\$105.40
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$476.84
CITY MAGNET, INC	MAGNET ADVERTISEMENT	\$684.10
CITY OF ALGONA	FINN DR/WOOSTER ST Project	\$100.02
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$1,125.00
CORE & MAIN	MATERIALS	\$2,649.74
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	\$213.21
FARMERS COOPERATIVE ELEV.	PROPANE	\$27.50
FORCE FITTERS	EMPLOYEE CLOTHING	\$557.47
FORGE & BUILD	SUPPLIES	\$28.00
STEPHANIE FORTUNE	EMPLOYEE EXPENSE	\$178.16
NALCO COMPANY	SUPPLIES	\$172.75
PHEASANTS FOREVER, INC.	ADVERTISING	\$350.00
POWER & TELEPHONE SUPPLY	MATERIALS	\$84,549.47
SKARSHAUG TESTING LABS	TESTING SERVICES	\$243.32
STATE 5 THEATRE	ADVERTISEMENT SERVICES	\$75.00
THREADS	EMPLOYEE CLOTHING	\$401.25
ABBY WOLF	EMPLOYEE EXPENSE	\$78.70
CORE & MAIN	MATERIAL	\$7,805.00
JAY GEVING	REISSUED CHECK	\$75.00
KALEB ELLIOTT	CREDIT BALANCE REFUND	\$14.36
REUBEN KRUEGER ESTATE	CUSTOMER REFUND	\$59.53
CAYLA WHITE	CREDIT BALANCE REFUND	\$276.99

ALGONA PUBLISHING CO.	ADVERTISING	\$4,013.42
ARNOLD MOTOR SUPPLY	PARTS	\$182.70
BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	\$125.00
BORDER STATES INDUSTRIES, INC	MATERIAL	\$869.24
CINTAS CORPORATION #754	SUPPLIES	\$285.04
CITY OF ALGONA	FINN DR/WOOSTER ST PROJECT	\$29,175.49
COOPERATIVE RESPONSE CENTER, INC.	SERVICE	\$1,883.05
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$518.04
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
DUMP IT INC.	SERVICE	\$466.79
FASTENAL COMPANY	PARTS	\$176.52
FORCE FITTERS	EMPLOYEE CLOTHING	\$194.10
FORGE & BUILD	SUPPLIES	\$37.50
HCP SPLICING SERVICES	FIBER SPLICING SERVICES	\$52,602.00
HY-VEE	SUPPLIES	\$423.68
IA DEPT.OF NAT.RESOURCES	ANNUAL WATER USE FEE 2024	\$115.00
IOWA ONE CALL	SERVICE	\$450.60
KNIGHT PROTECTION, INC	TESTING & INSPECTION	\$510.00
KOSSUTH COUNTY ADVANCE	NEWSPAPER	\$100.00
MIDAMERICAN ENERGY	SERVICE	\$7,080.56
MINSAIT ACS	HARDWARE	\$30,755.58
NEONOVA NETWORK SERVICES	SERVICES	\$29.40
NORTHWEST COMM NETWORK	SERVICES	\$616.50
QC SUPPLY	SUPPLIES	\$59.91
QWEST DBA CENTURYLINK-IA	SERVICE	\$25.86
REDING GRAVEL & EXC.	SUPPLIES	\$45.22
VOLCO COMPANY	IMMERSION HEATER	\$5,466.79
WHEELER WORLD INC	UNIT 7	\$3,692.25
ASHLEY M RAHE	CREDIT BALANCE REFUND	\$118.28
JASON SLAGTER	CREDIT BALANCE REFUND	\$68.94
MARVEL WERTS	CREDIT BALANCE REFUND	\$9.67
A & M LAUNDRY	SERVICE	\$47.31
ACCESS SYSTEMS	MATERIALS	\$14,438.40
AHLERS & COONEY, P.C.	SERVICES	\$3,251.51
ALGONA FRAME & BODY	SERVICE	\$128.40
AUREON NETWORK SERVICES	NETWORK SERVICES	\$7,914.27
B&W CONTROL SPECIALISTS	LABOR AND EQUIPMENT	\$690.00
JOHN BILSTEN	EMPLOYEE EXPENSE	\$137.50
BOLTON & MENK, INC.	SERVICES	\$6,648.64
BOMGAARS	SUPPLIES	\$1,062.02
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$16.22
BUGS N STUFF	PEST CONTROL	\$115.56
BUSCHERS SERVICE CENTER	FUEL	\$1,412.81
CHROME TRUCK STOP	FUEL	\$955.04
CITY OF ALGONA	STREET IMPROVEMENTS	\$18,203.53
ERPELDING EXCAVATING ENT	HYDRANT	\$5,216.12
FASTENAL COMPANY	SUPPLIES	\$37.14
FORGE & BUILD	SUPPLIES	\$3.49
GRAYBAR ELECTRIC CO INC	MATERIALS	\$2,486.94
HAWKINS INC.	CHEMICALS	\$7,749.36
HCP SPLICING SERVICES	FIBER SPLICING SERVICES	\$3,250.00
HYGIENIC LABORATORY - AR	TESTING SERVICES	\$108.00
IOWA ASSN OF MUNI UTILITIES	SAFETY TRAINING SERVICES	\$4,592.33
IOWA HOIST & CRANE, INC	INSPECTION SERVICES	\$1,387.00
JOHNSTON AUTOSTORES	PARTS	\$46.27
KEMCO TIRES, INC.	SERVICE	\$42.80
KEMNA AUTO CENTERS	PARTS	\$566.62
KLGA & KLGZ	ADVERTISING	\$1,503.20
MIDAMERICAN ENERGY CO.	SERVICES	\$369.54
NATIONAL INFO SOLUTIONS COOP	SERVICES	\$15,788.62
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	\$114,237.14
PITNEY-BOWES INC.	LEASE SERVICES	\$304.05
SPENCER MUNICIPAL UTILITIES	SERVICES	\$3,128.75
TANTALUS	REPAIRS	\$255.37
ZIEGLER INC.	MAINTENANCE FOR CAT	\$18,268.07

ADTRAN, INC	SUPPORT SERVICES	\$6,914.70
ALGONA FIRE DEPARTMENT	ADVERTISEMENT	\$280.00
ALGONA PLUMBING & HEATING	CA REBATE	\$500.00
ALGONA WELDING & MACHINE	MATERIAL AND LABOR	\$75.00
BAUER PLUMBING & HEATING INC.	SUPPLIES	\$288.90
BORDER STATES INDUSTRIES, INC	MATERIALS	\$7,236.51
CENTURYLINK	SERVICE	\$179.41
CUSTOM KONCRETE	SERVICE	\$920.00
DALE DORNBIER	EMPLOYEE EXPENSE	\$160.23
FORCE FITTERS	EMPLOYEE CLOTHING	\$1,003.60
HACH CHEMICAL CO.	PLANT MAINTENENCE	\$3,000.00
TAMMY HOCK	EMPLOYEE EXPENSE	\$36.36
IGLASS NETWORKS	NETWORK MONITORING	\$500.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$6,000.00
IRBY	TRANSFORMERS	\$126,334.90
K & H COOP OIL CO.	SUPPLIES	\$4,698.73
K&W ELECTRIC, INC.	MATERIALS	\$3,680.49
KEMCO TIRES, INC.	PARTS & SERVICE	\$894.80
KOSSUTH COUNTY 911	911 SURCHARGE	\$3,291.39
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$6,226.37
MINSAIT ACS	SUPPORT SERVICES	\$2,841.60
NATIONAL CHILD SAFETY COUNCIL	ADVERTISEMENT	\$197.50
QC SUPPLY	PARTS	\$106.73
KAREN SCHAAF	TRUSTEE FEE	\$75.00
SECURE SHRED SOLUTIONS, LLC	SERVICES	\$52.00
SPENCER MUNICIPAL UTILITIES	SERVICES	\$834.98
STUNDAHL CLEANING	CLEANING SERVICE	\$1,050.00
THREADS	EMPLOYEE CLOTHING	\$1,734.47
VANTAGE POINT	CONSULTING SERVICES	\$1,505.00
HEATH VILETA	EMPLOYEE EXPENSE	\$1,681.89
WESCO DISTRIBUTION INC.	MATERIAL	\$393.23
BRANDON BECKER	CA REBATE	\$300.00
DAMON BERKLAND	CA REBATE	\$300.00
JUDY FICKBOHM	CA REBATE	\$500.00
GARY HOOVER	WINDOW REPLACE REBATE	\$1,500.00
EDNA KAMPER	WINDOW REPLACE REBATE	\$1,427.97
DON WALKER	CA REBATE	\$300.00
BOMGAARS	SUPPLIES	\$525.99
CENTURYLINK	COMPENSATION	\$0.06
CITY OF ALGONA	STREET IMPROVEMENT PROJ	\$7,594.22
DAKOTA SUPPLY GROUP	MATERIALS	\$2,435.35
DGR ENGINEERING	ENGINEERING SERVICES	\$700.00
DITCH WITCH OF MINNESOTA & IOWA	SUPPLIES	\$109.95
ERPELDING EXCAVATING ENT	SUPPLIES	\$817.60
FORGE & BUILD	SUPPLIES	\$71.88
K & H COOP OIL CO.	FUEL	\$28.70
KOSS CO EXTENSION OFFICE	TRAINING	\$90.00
KOSSUTH COUNTY RECORDER	REGISTRATION RENEWAL	\$74.00
KOSSUTH COUNTY TRANSFER STATION	SERVICES	\$20.00
MAIN STREET SPECIALTIES, LLC	SERVICE	\$3,369.86
MIDAMERICAN ENERGY	SUPPLIES	\$26.04
PMC ADVANTAGE SERVICES, INC	PREMIUMS	\$3,834.00
QWEST DBA CENTURYLINK-IA	SERVICE	\$305.43
REDING GRAVEL & EXC.	SUPPLIES	\$189.42
RESCO	MATERIALS	\$538.75
WESCO DISTRIBUTION INC.	SUPPLIES	\$24.52
ZACH WILTSE	EMPLOYEE EXPENSE	\$157.28
ANTHONY BRANTNER	GENERATION ADJUSTMENT	\$374.59
JOSEPH CARTER	CREDIT BALANCE REFUND	\$319.52