

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 29, 2023, at 11:00 A.M.

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

Board member present via telephone: 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 11:00 A.M.

The consent agenda included roll call, adoption of the agenda, approval of the November 1, 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.

Chairperson Murphy opened a Public Hearing at 11:02 AM on 2024 Budget. There being no written or oral objections the Public Hearing was closed.

Chairperson Murphy opened a Public Hearing at 11:03 AM on Authorization of a Loan Agreement and the issuance of not to exceed \$859,000 Water Revenue Capital Loan Notes, of the City of Algona, State of Iowa. There being no written or oral objections the Public Hearing was closed.

Chairperson Murphy opened a Public Hearing at 11:04 AM on 2024 Water Rates. There being no written or oral objections the Public Hearing was closed.

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

The General Manager updated the Board on electrical sales, Southwest Power Pool billing adjustments, power plant engine repairs, AMU and City of Algona property utilization, and various potential renewable energy projects.

Trustee Heupel moved for a Roll Call Vote on the 2024 Utility Budget, seconded by Trustee Sabin. A roll call vote was taken on approval of the 2024 Utility Budget with 5 Ayes and 0 Nays.

Trustee Sabin moved to approve Resolution Instituting Proceedings to Take Additional Action for the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$859,000 Water Revenue Capital Loan Notes, seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Schaaf moved to approve Tax Exemption Certificate, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Geving moved to approve Resolution approving and authorizing a form of Loan and Disbursement Agreement by and between the City of Algona, Iowa, and the Iowa Finance Authority, and authorizing and providing for the issuance and securing the payment of \$859,000 Water Revenue Capital Loan Notes, Series 2023, of the City of Algona, Iowa, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Heupel moved to approve Resolution 2023-14 Water Rates 2024, seconded by Trustee Sabin. Motion carried unanimously.

Trustee Schaaf moved to approve Resolution 2023-15 Reimbursement for Water Projects, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Sabin moved to approve Metlife Insurance Proposal, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Geving moved to approve Pay Request #1 - US Highway 18 Watermain Improvements – Wynn Company LLC - \$85,227.82, seconded by Trustee Schaaf. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for December 27, 2023, at 11:00 A.M.

Trustee Schaaf moved to adjourn the meeting, seconded by Trustee Heupel. Motion carried unanimously. The meeting adjourned at 12:08 PM.

/s/ Julie Murphy
Julie Murphy, Chairperson

Attest:

/s/ Robert Harrington
Robert Harrington, Secretary

2022 Wages

ABBY WOLF	74,908.85	ISABELLE GIBBS	5,889.24	LINDSEY MOE	69,914.65	RODNEY JOHNSON	87,548.84
ALEX FRIEDRICH	80,822.84	JARROD STURTZ	89,431.20	LISA RONGVED	53,380.24	ROGER SIMPSON	68,607.16
AUSTIN ZADOW	73,834.23	JASON FETT	71,079.92	LOWELL ROETHLER	65,935.00	ROSEMARY BEENKEN	47,722.30
BRIAN HATTEN	87,098.77	JEREMY PROTHMAN	60,797.49	MICHAEL STRIPLING	86,726.38	SANDRA BATT	51,165.71
DALE DORNBIER	94,189.21	JOHN BILSTEN	150,122.43	NOLYN ELLIOTT	86,718.30	SHEILA BAER	59,477.93
DANIEL SMITH	81,292.99	KATLYN GRIEP	50,701.80	PATRICIA HUDSPETH	11,589.13	STEPHANIE FORTUNE	56,837.35
DOUGLAS GROEN	78,675.20	KELLIE SIEFKEN	50,937.67	PAUL KENNE	71,278.82	STEVEN GRANDGENETT	75,276.80
ERIC DEGEN	103,000.81	KEVIN HILSABECK	70,216.98	ROBERT HARRINGTON	98,155.80	SUSAN SEEBECKER	76,283.21
GEROLD LARSEN	71,180.71	KEVIN RASH	69,705.90	ROBERT JENNINGS	78,675.21	TAMMY HOCK	3,994.40
HEATH VILETA	87,477.17	LAURA THILGES	72,711.25	ROD VITZTHUM	116,003.24	ZACHARY KEITH	41,441.62

The following vouchers were approved:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
EFT - SALES TAX TRANSFER	SALES TAX	\$8,117.96
EFT - SALES TAX TRANSFER	SALES TAX	\$31,933.31
NATIONWIDE RETIREMENT	DEFERRED COMPENSATION-457	\$3,098.60
EFTPS TRANSFER	PAYROLL TAXES	\$26,288.94
SISCO	MEDICAL/FLEX	\$1,052.57
MIDAMERICAN ENERGY	NEAL 4	\$151,000.00
CARD CENTER	EXPENSES	\$1,872.78
CARD CENTER	EXPENSES	\$4,414.19
UPS	SHIPPING	\$19.53
UPS	SHIPPING	\$5.35
AMU PAYROLL	PAYROLL EXPENSES	\$74,001.57
TRINITY WIND, LLC	POWER	\$8,115.00
TRINITY DECOMMISSIONING	TRINITY WIND DECOMMISSIONING	\$3,486.00
ONLINE SERVICES	COLLECTION SERVICES	\$91.69
SISCO	FLEX/MEDICAL	\$2,803.32
CITY OF ALGONA	CITY SEWER USAGE	\$8,418.24
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$875.90
NATIONWIDE RETIREMENT	DEFERRED COMPENSATION-457	\$3,823.57
EFTPS TRANSFER	PAYROLL TAXES	\$26,001.83
NATL CABLE TELEVISION COOP	MEMBERSHIP	\$31.80
CITY OF ALGONA	FRANCHISE FEE	\$5,027.19
AFLAC	PREMIUMS	\$537.58
TREASURER STATE OF IOWA	TREASURER-STATE	\$8,473.00
IPERS	EMPLOYEES RETIREMENT SYSTEM	\$35,590.72
DD - BOARD OF TRUSTEE FEES	INCLUDED BELOW	\$300.00
ALGONA MUNICIPAL UTILITIES	SERVICES	\$13,546.30
ALGONA MUNICIPAL UTILITIES	SERVICES	\$3,487.83
SISCO	MEDICAL/FLEX	\$1,451.66
US CELLULAR	SERVICE	\$479.74
UPS	SHIPPING	\$5.35
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$669.24
USAC	SUPPORT MECHANISM CHARGES	\$2,018.60
AMU PAYROLL	PAYROLL EXPENSES	\$76,464.72
UPS	SHIPPING	\$12.54
NIMECA	NEAL 4	\$517,078.74
SISCO	FLEX/MEDICAL	\$2,181.09
SISCO	PREMIUMS	\$44,424.13
JAY GEVING	TRUSTEE FEE	\$75.00
DON HEUPEL	TRUSTEE FEE	\$75.00
JULIE MURPHY	TRUSTEE FEE	\$75.00
MIKE SABIN	TRUSTEE FEE	\$75.00
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	\$6,009.00
ALGONA PLG. & HTG.	SERVICES	\$538.00
BORDER STATES INDUSTRIES, INC	SAFETY VEST	\$48.66
BRIANS WELDING	SERVICE	\$27.29
CINTAS CORPORATION #754	SUPPLIES	\$303.26
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$1,125.00
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$134.18

DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
EISCHEN SALES INC	SUPPLIES	\$65.49
ERPELDING EXCAVATING ENT	MATERIALS	\$14,020.30
KATLYN GRIEP	SERVICES	\$100.00
IOWA ONE CALL	SERVICES	\$271.50
KOSSUTH COUNTY ADVANCE	DONATION	\$100.00
MIDAMERICAN ENERGY	SERVICES	\$27.37
LINDSEY MOE	EMPLOYEE EXPENSE	\$90.98
MPOWER TECHNOLOGIES, INC	SERVICES	\$5,968.00
N.I.A.C.C.	TRAINING	\$120.00
NALCO COMPANY	SUPPLIES	\$476.53
NATIONAL INFO SOLUTIONS COOP	EXPENSES	\$1,115.00
NEONOVA NETWORK SERVICES	SECURE IT PLUS	\$29.40
NIMECA	PROPERTY INSURANCE	\$190.59
NORTHWEST COMM NETWORK	BAND WIDTH	\$616.50
REDING GRAVEL & EXC.	SERVICES	\$12,562.96
RESCO	MATERIALS	\$1,048.87
SUSAN SEEBECKER	EMPLOYEE EXPENSE	\$358.14
SKARSHAUG TESTING LABS	TESTING	\$400.79
THE UPHOLSTERY SHOP	SERVICES	\$80.25
THREADS	EMPLOYEE CLOTHING	\$64.20
WESCO DISTRIBUTION INC.	SUPPLIES	\$11.56
ALGONA MUNICIPAL UTILITIES	PETTY CASH EXPENSES	\$87.00
ALGONA PLG. & HTG.	SERVICES	\$306.30
ALGONA PUBLISHING CO.	ADVERTISING	\$2,784.91
ARNOLD MOTOR SUPPLY	PARTS	\$825.53
AUREON NETWORK SERVICES	SERVICE	\$946.44
BOLTON & MENK, INC.	ENGINEERING SERVICES	\$6,136.50
BUSCHERS SERVICE CENTER	FUEL	\$2,738.69
CITY OF ALGONA	BLACK TOP ALLEY	\$1,993.91
COOPERATIVE RESPONSE CENTER	SERVICES	\$1,741.36
CORE & MAIN	MATERIALS	\$4,828.95
CULLIGAN	PARTS AND SERVICE	\$390.73
DGR ENGINEERING	RATE STUDY SERVICE	\$960.00
HAWKINS INC.	CHEMICALS	\$4,799.12
HOMEWARD, INC	CREDIT BALANCE REFUND	\$460.00
HYGIENIC LABORATORY - AR	TESTING	\$137.00
IGLASS NETWORKS	NETWORK MONITORING	\$500.00
IOWA UTILITIES BOARD	ASSESSMENT	\$5,138.00
IRBY	MATERIAL	\$94,053.00
JCL SOLUTIONS	SUPPLIES	\$155.55
JOHNSTON AUTOSTORES	PARTS	\$275.62
MIDAMERICAN ENERGY CO.	SERVICES	\$371.60
NALCO COMPANY	SUPPLIES	\$700.79
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	\$111,567.98
POWER PRODUCT SERVICES	MATERIAL	\$13,183.40
REGULATORY COMPLIANCE SER	CONSULTING SERVICES	\$395.00
THE WATER CONNECTION	SUPPLIES	\$539.00
THREADS	EMPLOYEE CLOTHING	\$118.77
VERMEER IOWA & N. MISSOURI	MATERIAL	\$108.45
WESCO DISTRIBUTION INC.	SUPPLIES	\$45.71
ABELICA ANGULA ANTONIO	CREDIT BALANCE REFUND	\$68.04
YAN DAVILA BANCHS	CREDIT BALANCE REFUND	\$43.89
SHERYL L MONSON	CREDIT BALANCE REFUND	\$29.15
KRIS SCHILTZ	CREDIT BALANCE REFUND	\$60.83
A & M LAUNDRY	SERVICE	\$43.00
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$4,714.39
ALGONA VIPS	FUNDRAISER PURCHASES	\$191.00
AUREON NETWORK SERVICES	NETWORK SERVICES	\$7,069.08
CEMSTONE CONCRETE MATERIALS	MATERIALS	\$3,917.00
CITY OF ALGONA	MCCOY STREET RECONSTRUCTION	\$20.41
CORE & MAIN	MATERIAL	\$264.05
DAKOTA SUPPLY GROUP	MATRIAL	\$142.92
DAN-D LASER CARTRIDGES	SUPPLIES	\$64.20
DGR ENGINEERING	ENGINEERING SERVICES	\$15,379.60

FORCE FITTERS	EMPLOYEE CLOTHING	\$87.74
FORGE & BUILD	SUPPLIES	\$435.86
GRASS MASTERS L.L.C	SERVICE	\$80.25
IOWA ASSN OF MUNI UTILITIES	LOAN PAYMENT	\$6,000.01
IOWA UTILITIES BOARD	ASSESSMENT CHARGES	\$841.00
IRBY	MATERIALS	\$13,829.25
JOHN DEERE FINANCIAL	PART	\$25.11
MPOWER TECHNOLOGIES, INC	DEPLOYMENT METER DATA	\$4,250.00
NALCO COMPANY	MATERIALS	\$2,313.64
NATIONAL INFO SOLUTIONS COOP	SERVICES	\$12,949.25
KEVIN RASH	WINDOW REBATE	\$112.62
KAREN SCHAAF	TRUSTEE FEE	\$75.00
SPENCER MUNICIPAL UTILITIES	SERVICES	\$3,108.75
STUNDAHL CLEANING	CLEANING SERVICE	\$1,050.00
TANTALUS	ANNUAL MAINTENANCE FEES	\$55,693.15
THREADS	EMPLOYEE CLOTHING	\$211.86
VAN WERT INC	METERS	\$2,097.20
VANTAGE POINT	CONSULTING SERVICES	\$245.00
WESCO DISTRIBUTION INC.	SUPPLIES	\$45.45
MATTHEW BECKER	WINDOW REBATE	\$1,311.58
RICHARD CRAIL	WINDOW REBATE	\$637.99
JEFF GILMORE	WINDOW REBATE	\$1,500.00
HALEY HILBERT	WINDOW REBATE	\$1,221.36
NORTH IOWA COUNCIL OF GOVT	CA REBATE	\$500.00
DAVID RICH	CA REBATE	\$300.00
JAMES STEUK	WINDOW REBATE	\$1,500.00
BROOKE SUDOL	WINDOW REBATE	\$1,500.00
KOSSUTH CO FOOD PANTRY	ADVERTISING	\$650.00
CHARLTON, ELIZABETH	EMPLOYEE EXPENSE	\$14.53
DORNBIER, DALE	EMPLOYEE EXPENSE	\$1,076.20
JOHNSON, RODNEY	EMPLOYEE EXPENSE	\$545.39
STRIPLING, MICHAEL	EMPLOYEE EXPENSE	\$921.50
ELLIOTT, NOLYN	EMPLOYEE EXPENSE	\$698.29
HATTEN, BRIAN	EMPLOYEE EXPENSE	\$882.64
KEITH, ZACHARY	EMPLOYEE EXPENSE	\$382.29
HILSABECK, KEVIN	EMPLOYEE EXPENSE	\$1,915.68
RASH, KEVIN	EMPLOYEE EXPENSE	\$1,082.47
PROTHMAN, JEREMY	EMPLOYEE EXPENSE	\$223.49
KENNE, PAUL	EMPLOYEE EXPENSE	\$1,056.61
FETT, JASON	EMPLOYEE EXPENSE	\$362.05
BLACKTOP SERVICE CO.	SERVICE	\$3,750.00
CENTURYLINK	SERVICE	\$179.57
CITY OF ALGONA	2023 STREET IMPROVEMENTS	\$3,205.83
CREDIT BUREAU OF KOSSUTH CO	BULLETIN	\$216.00
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	\$805.36
DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	\$488.25
FASTENAL COMPANY	SUPPLIES	\$45.12
FIVE STAR TOOL & SUPPLY	TOOLS	\$329.93
STEVE GRANDGENETT	EMPLOYEE EXPENSE	\$402.37
ROBERT K HARRINGTON	EMPLOYEE EXPENSE	\$110.47
HY-VEE	SUPPLIES	\$249.01
JCL SOLUTIONS	SUPPLIES	\$15.92
KLGA & KLGZ	ADVERTISING	\$1,562.90
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$6,322.63
O'REILLY AUTOMOTIVE, INC.	PARTS	\$60.41
QUALUS SERVICES	SERVICE	\$3,177.90
QWEST DBA CENTURYLINK-IA	SERVICE	\$23.57
SIMPSON AUTO REPAIR	PARTS AND REPAIR SERVICES	\$1,069.85
WESCO DISTRIBUTION INC.	SUPPLIES	\$183.92
BRYAN R GAILLARD	CREDIT BALANCE REFUND	\$68.77
DAVID KOHLHAAS	METER CONVERSION REBATE	\$100.00