

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 December 27, 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; Scott Buchanan Legal Counsel, Robert Harrington Secretary and Chief Financial Officer.

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 November 29, 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 November 2023 Financial Statements/Operations Trend Charts. Trustee Heupel 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 payment policies, power plant engine repairs, Highway 18 Watermain Project, various potential energy projects and the potential Urban Forestry Utility.

Trustee Geving moved to approve Pay Request #2 - US Highway 18 Watermain Improvements – Wynn Company LLC - \$259,597.48 seconded by Trustee Sabin. Motion carried unanimously.

Trustee Heupel moved to approve Audit Letter of Engagement with TP Anderson, seconded by Trustee Schaaf. Motion carried unanimously.

Trustee Sabin moved to approve Zach Keith, who completed Step 1 of the Electrical Line Worker Apprenticeship Program, from Grade 11 Step 1 to Grade 11 Step 2, seconded by Trustee Heupel. Motion carried unanimously.

Trustee Schaaf moved to approve a Confidentiality Agreement, seconded by Trustee Sabin. Motion carried unanimously.

The next Board of Trustees meeting is scheduled for January 31, 2024, at 11:00 A.M.

Trustee Schaaf moved to adjourn the meeting, seconded by Trustee Sabin. Motion carried unanimously. The meeting adjourned at 12:16 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>
NATIONWIDE RETIREMENT	DEFERRED COMPENSATION	\$3,823.57
EFTPS TRANSFER	PAYROLL TAXES	\$29,032.99
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	\$33,489.17
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	\$7,476.31
AFLAC	PREMIUMS	\$537.58
UPS	SHIPPING	\$12.34
CARD CENTER	SUPPLIES	\$1,468.12
CARD CENTER	SUPPLIES	\$125.80
CARD CENTER	SUPPLIES	\$101.38
SISCO	MEDICAL/FLEX SERVICES	\$1,738.60
MIDAMERICAN ENERGY	NEAL 4	\$298,000.00
DEPOSITORY TRUST CO.	BOND INTEREST	\$70,376.25
ZIONS FIRST NATIONAL BANK	ELEC REV BOND REFUNDING	\$1,204,107.20
DEPOSITORY TRUST CO.	REVENUE BONDS	\$515,000.00
WATER BOND 2022	WATER BOND	\$62,758.00
UPS	SHIPPING	\$5.35
TRINITY WIND, LLC	POWER	\$11,335.00
TRINITY DECOMMISSIONING	TRINITY WIND DECOMMISSIONING	\$4,774.00
SISCO	FLEX/MEDICAL SERVICES	\$129.77
AMU PAYROLL	PAYROLL EXPENSE	\$74,297.18
CITY OF ALGONA	CITY SEWER	\$8,418.24
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$829.87

NATIONWIIDE RETIREMENT	DEFERRED COMPENSATION	\$3,773.57
EFTPS TRANSFER	PAYROLL TAXES	\$26,938.89
IPERS	EMPLOYEES RETIREMENT SYS	\$37,481.91
TREASURER STATE OF IOWA	TREASURER-STATE	\$8,722.00
NAT. CABLE TELEVISION COOP	SUPPLIES	\$30.15
NAT. CABLE TELEVISION COOP	SUPPLIES	\$1,229.16
ONLINE SERVICES	COLLECTION SERVICES	\$90.32
CITY OF ALGONA	FRANCHISE FEE	\$4,927.10
UPS	SHIPPING	\$5.35
SISCO	MEDICAL/FLEX SERVICES	\$4,137.44
SISCO	PREMIUMS	\$44,436.70
NAT. CABLE TELEVISION COOP	MEMBERSHIP	\$31.80
AFLAC	PREMIUMS	\$537.58
UPS	SHIPPING	\$18.49
SISCO	MEDICAL/FLEX SERVICES	\$5,731.76
NIMECA	NEAL 4	\$209,860.15
ALGONA MUNICIPAL UTILITIES	SERVICES	\$3,487.89
ALGONA MUNICIPAL UTILITIES	SERVICES	\$14,926.18
US CELLULAR	SERVICE	\$479.74
INTERSTATE TRS FUND	TRS FUND EXPENSE	\$669.24
AMU PAYROLL	PAYROLL EXPENSE	\$76,315.89
DIRECT DEPOSIT SEE BELOW	BOARD OF TRUSTEE FEES	\$0.00
NATIONWIIDE RETIREMENT	DEFERRED COMPENSATION	\$3,773.57
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 CHAM. OF COMMERCE	CHAMBER BUCKS	\$1,300.00
WYNN COMPANY LLC	HWY 18 WATER MAIN	\$85,227.82
A-TEC RECYCLING INC.	RECYCLING SERVICES	\$1,983.26
ALGONA FAMILY YMCA	ADVERTISING	\$1,000.00
ALTEC INDUSTRIES INC.	REMAINING BALANCE TRUCK	\$20,000.00
JOHN BILSTEN	EMPLOYEE EXPENSE	\$139.09
BOMGAARS	SUPPLIES	\$55.31
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$583.15
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$99.74
CHROME TRUCK STOP	FUEL	\$740.10
CINTAS CORPORATION #754	SUPPLIES	\$254.73
CITY OF ALGONA	FINN DR & WOOSTER ST CONST	\$27,366.55
ERPELDING EXCAVATING ENT	AIRPORT LEAK	\$12,234.09
FASTENAL COMPANY	SUPPLIES	\$21.23
IOWA ONE CALL	SERVICES	\$386.90
K & H COOP OIL CO.	FUEL	\$77.68
KEMCO TIRES, INC.	SUPPLIES	\$34.24
NORTHSIDE UNDERGROUND, LLC	FIBER EXPANSION SERVICES	\$12,265.50
NORTHWEST COMM NETWORK	BAND WIDTH	\$616.50
QWEST DBA CENTURYLINK-IA	SERVICE	\$305.43
ROAD MACHINERY & SUPPLIES CO	REPAIR SERVICES	\$3,276.01
WESCO DISTRIBUTION INC.	MATERIAL	\$126.26
KAMPEN'S CATERING	SERVICES	\$1,609.50
FATHER JOHN THOMAS	ELEC METER REBATE	\$100.00
ADAM YENSER	SERVICES	\$750.00
A & M LAUNDRY	SERVICE	\$43.00
ALGONA PUBLISHING CO.	ADVERTISING	\$717.63
ARNOLD MOTOR SUPPLY	PARTS	\$190.47
AUREON NETWORK SERVICES	DID'S	\$946.44
BUSCHERS SERVICE CENTER	FUEL	\$1,600.83
CHROME TRUCK STOP	FUEL	\$645.49
CITY OF ALGONA	FINN DR & WOOSTER ST CONST	\$4,083.29
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$1,125.00
COOPERATIVE RESPONSE CENTER	SERVICE	\$1,756.61
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
DUMP IT INC.	SERVICE	\$381.19
ERPELDING EXCAVATING ENT	SERVICE	\$3,327.75
IGLASS NETWORKS	NETWORK MONITORING	\$500.00
KEMNA AUTO CENTERS	LABOR AND SUPPLIES	\$255.76
KOSSUTH COUNTY ADVANCE	ADVERTISING	\$100.00
MAINSTREET DESIGNS, INC.	SUPPLIES	\$83.96
MIDAMERICAN ENERGY	SERVICE	\$12.73
NALCO COMPANY	SUPPLIES	\$176.59
NIMECA	CAPACITY ASSIGNMENT	\$167,248.00
NORTHERN IOWA		
COMMUNICATIONS	PROGRAMMING	\$115,637.88

NORTHSIDE UNDERGROUND, LLC	FIBER EXPANSION SERVICES	\$31,008.00
REDING GRAVEL & EXC.	SERVICES	\$225.00
SAFETAY-KLEEN SYSTEMS, INC	SUPPLIES	\$234.63
THREADS	EMPLOYEE CLOTHING	\$47.08
LEONEL AVILA RODRIGUEZ	CREDIT BALANCE REFUND	\$79.29
NORMA BUSCHERFELD	CREDIT BALANCE REFUND	\$11.32
FRANKLIN DEL RIO CESPEDES	CREDIT BALANCE REFUND	\$38.04
AHLERS & COONEY, P.C.	LEGAL SERVICES	\$3,315.00
ALGONA CHAM. OF COMMERCE	DUES	\$30.00
ALGONA MACHINE & SUPPLY	LABOR AND MATERIAL	\$262.82
ALGONA PLG. & HTG.	MATERIALS	\$508.50
AUREON NETWORK SERVICES	NETWORK SERVICES	\$6,957.20
BGHS PUBLICATIONS	ADVERTISING	\$65.00
BOLTON & MENK, INC.	ENGINEERING SERVICES	\$6,879.50
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$596.53
BUSCHER BROS. CORPORATION	SUPPLIES	\$7.04
CASA SYSTEMS, INC	YEARLY MAINTENANCE SUPPORT	\$18,052.80
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$105.09
COOKS SCRAP IRON & METAL	PARTS	\$65.83
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$239.37
DAN-D LASER CARTRIDGES	SUPPLIES	\$584.36
DEAN MEYER ELECTRIC	SUPPLIES	\$429.78
DGR ENGINEERING	RATE STUDY	\$3,038.00
DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT SERVICES	\$16.08
ERPELDING EXCAVATING ENT	REPAIR SERVICES	\$11,362.06
FORCE FITTERS	EMPLOYEE CLOTHING	\$352.86
FORGE & BUILD	SUPPLIES	\$64.46
STEVE GRANDGENETT	EMPLOYEE EXPENSE	\$801.45
HAWKINS INC.	MATERIALS	\$1,518.05
HYGIENIC LABORATORY - AR	TESTING SERVICES	\$108.00
IOWA ASSN OF MUNI UTILITIES	LOAN PAYMENT	\$6,000.00
IOWA COMMUNICATIONS ALLIANCE	MEMBERSHIP RENEWAL	\$3,698.10
JACKS OK TIRE SERVICE	SERVICE	\$160.28
ROBERT JENNINGS	WINDOW REBATE	\$1,022.11
JOHNSTON AUTOSTORES	PARTS	\$149.94
K & H COOP OIL CO.	FUEL	\$142.44
KEMCO TIRES, INC.	SERVICE	\$157.79
KLGA & KLGZ	ADVERTISING	\$1,570.20
KOSSUTH CTY TRANSFER STATION	WASTE REMOVAL	\$51.75
KOSSUTH REG. HEALTH CENTER	TESTING SERVICES	\$110.00
MIDAMERICAN ENERGY	SERVICE	\$35.96
MIDAMERICAN ENERGY CO.	SERVICE	\$369.14
NATIONAL INFO SOLUTIONS COOP	SERVICES	\$16,582.28
NIMECA	TRANSFER FEES 2023	\$385.70
NORTHSIDE UNDERGROUND, LLC	FIBER EXPANSION SERVICES	\$15,903.50
OAK HILL CONSULTING	ENGINEERING SERVICES	\$207.00
PFM FINANCIAL ADVISORS, LLC	WATER REVENUE SRF	\$15,000.00
RESCO	MATERIALS	\$1,726.32
KAREN SCHAAF	TRUSTEE FEE	\$75.00
SPENCER MUNICIPAL UTILITIES	COMMUNICATION SERVICES	\$3,106.25
SPORTSMANS CORNER, INC	PARTS AND SERVICE	\$138.57
STUNDAHL CLEANING	CLEANING SERVICE	\$1,100.00
THREADS	EMPLOYEE CLOTHING	\$428.00
UNITYPOINT CLINIC	TESTING SERVICES	\$126.00
USABLUEBOOK	TESTING SUPPLIES	\$987.50
VANTAGE POINT	GENERAL CONSULTING SERVICES	\$1,412.50
WESCO DISTRIBUTION INC.	SUPPLIES	\$152.48
HOWARD BAKER	WINDOW REBATE	\$1,500.00
EVOLUTION DRIVELINE	CA REBATE	\$500.00
JOE HAUPTMANN	WINDOW REPLACEMENT	\$1,500.00
DENNIS LENTSCH	ELECTRIC METER CONVERSION	\$100.00
MERCYCARE HEALTHSOLUTIONS	WELLNESS PRESENTATION	\$210.00
LUANN MEYER	WINDOW REBATE	\$1,500.00
DION & JANET RADIG	WINDOW REBATE	\$1,500.00
JANICE SCHUMACHER	AC REBATE	\$500.00
KELLIE SIEFKEN	WINDOW REBATE	\$602.80
BRUCE SUNDET	WINDOW REBATE	\$1,085.16
FERRAH WEHRSPAN	HEAT PUMP REBATE	\$1,600.00
ALGONA CHAM. OF COMMERCE	MEMBERSHIP FEES	\$2,045.00
BOMGAARS	SUPPLIES	\$442.38
BORDER STATES INDUSTRIES, INC	MATERIAL	\$639.04
BROWN SHOE FIT CO	SUPPLIES	\$927.66
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$356.77

CENTURYLINK	SERVICE	\$179.57
CLARK EQUIPMENT COMPANY	MATERIALS	\$6,911.00
CORE & MAIN	MATERIALS	\$1,074.21
DAN-D LASER CARTRIDGES	EQUIPMENT	\$321.00
JASON FETT	EMPLOYEE EXPENSE	\$54.22
STEPHANIE FORTUNE	EMPLOYEE EXPENSE	\$56.49
HY-VEE	SUPPLIES	\$134.66
IRBY	SUPPLIES	\$365.94
JCL SOLUTIONS	SUPPLIES	\$140.89
JOHN DEERE FINANCIAL	PARTS	\$105.50
METERING & TECHNOLOGY SOL.	SUPPLIES	\$873.23
MPOWER TECHNOLOGIES, INC	SERVICES	\$2,975.00
NORTHSIDE UNDERGROUND, LLC	FIBER EXPANSION SERVICES	\$5,517.50
PITNEY-BOWES INC.	EXPENSES	\$304.05
POSTMASTER	PO BOX SERVICE FEE	\$264.00
WESCO DISTRIBUTION INC.	MATERIALS	\$828.60
SHARON MEYER	ELEC METER REBATE	\$100.00
DEB MILLER	ELEC METER REBATE	\$100.00