

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 April 24, 2024, at 11:30 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; Aaron Olson, T.P. Anderson & Co.; Robert Harrington, Secretary, and Chief Financial Officer; Abby Wolf, Senior Accountant; Steve Grandgenett, Safety & Energy Efficiency Coordinator.

Chairperson Murphy called the meeting to order at 11:32 A.M.

The consent agenda included roll call, adoption of the agenda, approval of the March 27, 2024, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Sabin 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.

Aaron Olson, Partner with T.P. Anderson & Company, presented the Board with the 2023 Algona Municipal Utilities Financial Audit. Discussion followed. Trustee Geving moved to Place the AMU 2023 Financial Audit on File, seconded by Trustee Schaaf. The motion carried unanimously.

Chief Financial Officer Robert Harrington presented March 2024 Financial Statements/Operations Trend Charts. Trustee Heupel moved to approve the statements and place them on file, seconded by Trustee Sabin. The motion carried unanimously.

The General Manager updated the Board on the American Public Power Engineering and Operations Conference, FCC Broadband Labelling requirements, Basin Electric agreement, power plant emissions testing, industrial company requesting water service, Iowa DNR Water Service Line Identification Project, bulk cable service, and trends with data centers.

Trustee Sabin moved to approve the Annual Health Insurance Renewal, seconded by Trustee Heupel. The motion carried unanimously.

Trustee Geving moved to approve Zach Keith to Grade 11 Step 3 by his completion of the second year/step two of the Electric Line Worker Apprenticeship Program, seconded by Trustee Schaaf. The motion carried unanimously.

Trustee Heupel moved to approve the Professional Service Agreement with Carlson Dettmann Consulting, seconded by Trustee Sabin. The motion carried unanimously.

Trustee Geving moved to approve the AMU Internet Service Network Management and Privacy Policies, seconded by Trustee Schaaf. The motion carried unanimously.

Trustee Schaaf moved to approve the 2024 Energy Efficiency Rebate Program, seconded by Trustee Geving. The motion carried unanimously.

Trustee Heupel moved to approve the AMU Revolving Loan Fund Application for Appliance Plus, which was the AMU Revolving Loan Fund Application for Appliance Plus contingent on receiving final documents and legal review, seconded by Trustee Geving. The motion carried unanimously.

The next Board of Trustees meeting is scheduled for May 29, 2024, at 11:00 A.M.

Trustee Sabin moved to adjourn the meeting, seconded by Trustee Schaaf. The motion carried unanimously. The meeting adjourned at 1:11 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>
NATL. CABLE TV COOP	MATERIAL	\$742.03
AMU PAYROLL	PAYROLL EXPENSES	73,276.83
SISCO	MEDICAL/FLEX EXPENSES	4,598.70
EFT - SALES TAX TRANSFER	SALES TAX	33,818.46
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	7,667.45
ALGONA MUNICIPAL UTILITIES	SERVICES	19,308.42
UPS	SHIPPING	19.36
CARD CENTER	EXPENSES	6,805.16
MIDAMERICAN ENERGY	NEAL 4	164,000.00
CARD CENTER	EXPENSES	639.27
CARD CENTER	EXPENSES	786.84

CARD CENTER	EXPENSES	354.17
EFTPS TRANSFER	PAYROLL TAXES	25,028.30
NATL. RETIREMENT SOL	DEFERRED COMPENSATION	4,497.14
TRINITY WIND, LLC	POWER	13,540.00
TRINITY DECOMMISSIONING	TRINITY WIND DECOMMISSIONING	5,936.00
ONLINE SERVICES	COLLECTION SERVICES	72.88
UPS	SHIPPING	12.55
SISCO	MEDICAL/FLEX EXPENSES	1,040.31
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	797.82
SISCO	MEDICAL/FLEX EXPENSES	4,855.15
CITY OF ALGONA	CITY SEWER USAGE	5,954.67
NATL. CABLE TV COOP	MATERIALS	1,530.79
AMU PAYROLL	PAYROLL EXPENSES	73,150.74
CITY OF ALGONA	FRANCHISE FEE	4,644.10
NATL. RETIREMENT SOL	DEFERRED COMPENSATION	4,567.14
NATL. CABLE TV COOP	MEMBERSHIP	100.00
EFTPS TRANSFER	PAYROLL TAXES	24,986.36
IPERS	EMPLOYEES RETIREMENT SYSTEM	52,674.72
TREASURER STATE OF IOWA	TREASURER-STATE	12,877.90
USAC	SUPPORT MECHANISM	1,929.20
SISCO	PREMIUMS	45,163.50
SISCO	MEDICAL/FLEX EXPENSES	4,980.00
AFLAC	PREMIUMS	696.90
US CELLULAR	SERVICE	463.74
UPS	SHIPPING	12.55
USAC	SUPPORT MECHANISM	1,770.01
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	669.24
JAY GEVING	TRUSTEE FEE	75.00
DON HEUPEL	TRUSTEE FEE	75.00
JULIE MURPHY	TRUSTEE FEE	75.00
MIKE SABIN	TRUSTEE FEE	75.00
ADAMS CABLE EQUIPMENT, INC	SUPPLIES	734.40
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	8,547.00
ALGONA PLG. & HTG.	SUPPLIES	18.80
BORDER STATES INDUSTRIES, INC	MATERIAL	20,530.30
CONSORTIA CONSULTING, INC.	CONSULTING SERVICES	1,125.00
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	203.18
DAKOTA SUPPLY GROUP	TOOLS	6,073.37
DAN-D LASER CARTRIDGES	SUPPLIES	64.20
FORCE FITTERS	EMPLOYEE CLOTHING	197.05
IRBY	MATERIALS	4,963.94
ROD JOHNSON	EMPLOYEE EXPENSE	429.72
MIDAMERICAN ENERGY	SERVICES	28.29
NORTHWEST COMM NETWORK	SERVICES	616.50
RESCO	MATERIALS	76,447.76
SIGN WORKS	SERVICES	241.29
TANTALUS	TUNET INTERFACE	26,190.00
THE WATER CONNECTION	SUPPLIES	264.00
WYNN COMPANY LLC	HWY 18 WATER MAIN IMPROVEMENTS	15,716.80
ALGONA CHAM. OF COMMERCE	WOMEN NETWORKING EVENT	125.00
ALGONA PUBLISHING CO.	SUBSCRIPTION	63.00
ALTEC INDUSTRIES INC.	SERVICES	3,288.34
BOLTON & MENK, INC.	CONSULTING SERVICES	6,401.50
BORDER STATES INDUSTRIES, INC	MATERIAL	8,748.84
BUSCHER BROS. CORPORATION	PARTS	13.34
CITY OF ALGONA	COMMUNITY TREE PROGRAM	750.00
CULVER - HAHN ELECTRIC SUPPLY	PARTS	615.20
DAKOTA SUPPLY GROUP	TOOLS	133.67
DITCH WITCH	SUPPLIES	542.89
ELECTRONIC SPECIALITIES, INC	SERVICE	129.04
FORCE FITTERS	EMPLOYEE CLOTHING	2,432.52
FORGE & BUILD	PART	5.49
GRAYBAR ELECTRIC CO INC	COMMSCOPE	18,565.80
HACH CHEMICAL CO.	CHEMICALS	436.45
HOTSY EQUIPMENT	PARTS	82.18
IWLA CLAY TARGET ACCOUNT	ADVERTISING	100.00
ROBERT JENNINGS	TRAINING EXPENSE REIMBURSEMENT	172.86
JESTER INSURANCE SERVICES	PREMIUMS	9,451.85
JETCO INC	SERVICE	2,719.25
KNIGHT PROTECTION, INC	TESTING & INSPECTION SERVICES	728.00
KOSS CO EXTENSION OFFICE	EMPLOYEE TRAINING	45.00
KOSSUTH SHRINE CLUB	ADVERTISING	100.00
MIDAMERICAN ENERGY	SERVICE	172.34

MIDWEST FENCE & GATE CO	SERVICE	5,582.96
MINSAIT ACS	BASELOAD OF PRISM SYSTEM	30,090.64
NALCO COMPANY	CHEMICALS	10,888.47
NORTH IOWA MECHANICAL	MATERIALS	89.31
O'REILLY AUTOMOTIVE, INC.	PARTS	31.01
POWER & TELEPHONE SUPPLY	MATERIALS	2,513.97
SECURE SHRED SOLUTIONS, LLC	SERVICES	52.00
SPENCER MUNICIPAL UTILITIES	COMMUNICATIONS SERVICES	3,053.75
WESCO DISTRIBUTION INC.	SUPPLIES	124.01
BRUCE ELLIOTT	ELECTRIC METER CONVERSION	100.00
PHIL SCHNEIDER	ELECTRIC METER CONVERSION	100.00
ERPELDING EXCAVATING ENT	REPAIRS	1,513.80
BRIAN HATTEN	EMPLOYEE EXPENSE	373.43
A & M LAUNDRY	SERVICE	47.59
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	1,628.00
ALGONA CHAM. OF COMMERCE	ADVERTSING	250.00
ALGONA PUBLISHING CO.	ADVERTISING	944.89
AMER REGISTRY FOR INTERNET	ANNUAL FEE FOR REGISTRATION	1,000.00
BORDER STATES INDUSTRIES, INC	MATERIALS	1,944.17
BRIANS WELDING	MATERIALS	411.24
BUSCHER BROS. CORPORATION	PARTS	176.14
CENTRAL IOWA DISTRIBUTING	SUPPLIES	125.42
CHROME TRUCK STOP	FUEL	18,700.63
COOP RESPONSE CENTER	SERVICES	2,360.85
CORE & MAIN	PARTS	4,247.99
DAKOTA SUPPLY GROUP	TOOLS	99.57
DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	98.98
DUMP IT INC.	SERVICES	344.27
ED'S SERVICE STATION	FUEL	1,466.86
ELECTRONIC SPECIALITIES, INC	RADIO	267.50
FAREWAY STORES	SUPPLIES	79.35
FORCE FITTERS	EMPLOYEE CLOTHING	84.40
FORGE & BUILD	SUPPLIES	31.98
HAWKINS INC.	CHEMICALS	3,908.70
HYGIENIC LABORATORY - AR	TESTING SERVICES	108.00
IGLASS NETWORKS	NETWORK MONITORING	500.00
JOHN DEERE FINANCIAL	PARTS	46.66
JOHNSTON AUTOSTORES	SUPPLIES	38.34
KLGA & KLGZ	ADVERTISING	1,279.00
KOSS CO EXTENSION OFFICE	TRAINING EXPENSE	90.00
MIDAMERICAN ENERGY CO.	RAUN-LEHIGH NEAL3 TRANSMISSION	52,946.27
MIDAMERICAN ENERGY CO.	SERVICES	370.14
NATL INFO SOLUTIONS COOP	SERVICES	16,597.22
NORTHERN IOWA COMM	PROGRAMMING	119,203.32
PHILS AUTO & TRUCK REPAIR II	PARTS AND SERVICE	1,255.97
REDING GRAVEL & EXC.	ROADSTONE	222.62
REVOLT ELECTRICAL SERVICES	SERVICE KIT	1,213.70
SUSAN SEEBECKER	EMPLOYEE EXPENSE	90.46
SIGN WORKS	SIGN	74.90
T.P. ANDERSON COMPANY	CONTINUED AUDIT FIELD WORK	5,000.00
THREADS	EMPLOYEE CLOTHING	46.01
VERMEER IOWA & N. MISSOURI	PARTS	423.13
WESCO DISTRIBUTION INC.	SUPPLIES	67.41
LEANDRO DIAZ	CREDIT BALANCE REFUND	352.09
ORLANDO FERNANDEZVERDECIA	CREDIT BALANCE REFUND	80.66
JACQUELYN A SCHMIDT	CREDIT BALANCE REFUND	30.71
JUSTIN TERWILLIGER	CREDIT BALANCE REFUND	41.84
JOSE J VILLEGAS	CREDIT BALANCE REFUND	175.99
JUSTIN TERWILLIGER	CREDIT BALANCE REFUND	41.84
JOSE J VILLEGAS	CREDIT BALANCE REFUND	175.99
A+ COMMUNICATIONS & SECURITY	PARTS AND SERVICE	571.79
ACCESS SYSTEMS	BACKUP	524.30
ACTION BATTERY WHOLESALER	BATTERY SYSTEM	27,886.34
ALGONA MACHINE & SUPPLY	SERVICE	72.23
ALGONA PLG. & HTG.	PARTS	42.45
ARNOLD MOTOR SUPPLY	PARTS AND SUPPLIES	2,355.52
BLACKHAWK SPRINKLERS INC	ANNUAL FIRE SPRINKLER INSPECTION	125.00
BOMGAARS	SUPPLIES	2,146.43
BORDER STATES INDUSTRIES, INC	MATERIALS	1,371.55
BROWN SHOE FIT CO	SUPPLIES	720.05
CINTAS CORPORATION #754	SUPPLIES	185.39
COOKS SCRAP IRON & METAL	SUPPLIES	113.42
DAKOTA SUPPLY GROUP	MATERIALS	620.00

DGR ENGINEERING	ENGINEERING SERVICES	7,059.50
FORCE FITTERS	EMPLOYEE CLOTHING	170.74
FORGE & BUILD	SUPPLIES	1,018.33
STEVE GRANDGENETT	EMPLOYEE EXPENSE	33.86
BRIAN HATTEN	EMPLOYEE EXPENSE	24.16
HY-VEE	SUPPLIES	252.35
IOWA ASSN OF MUNI UTILITIES	MEMBER DUES	15,918.00
KEMCO TIRES, INC.	SERVICE	37.45
KOSSUTH COUNTY 911	911 SURCHARGE	3,040.90
KOSSUTH REG. HEALTH CENTER	WELLNESS SERVICES	4,580.00
MIDWEST UNDERGROUND SUPPLY	TRAILER	10,025.00
MINSAIT ACS	RECEIPT OF ORDER	24,757.36
PMC ADVANTAGE SERVICES, INC	PREMIUMS	205.00
RANKO EQUIPMENT LLC	SUPPLIES	129.22
REDING GRAVEL & EXC.	ROADSTONE	883.17
KAREN SCHAAF	TRUSTEE FEE	75.00
SECURE SHRED SOLUTIONS, LLC	SERVICES	52.00
SKARSHAUG TESTING LABS	TESTING SERVICES	1,919.95
SPENCER MUNICIPAL UTILITIES	SERVICE	49.90
STUNDAHL CLEANING	SERVICES	1,100.00
T & S SANDBLASTING & PAINTING	HYDRANT SERVICES	10,710.00
UNITED RENTALS INC	INSPECTIONS AND MAINTENANCE	1,075.30
VANTAGE POINT	GENERAL CONSULTING	1,105.00
VERMEER IOWA & N. MISSOURI	MATERIALS	850.64
ROD VITZTHUM	EMPLOYEE EXPENSE	130.88
WESCO DISTRIBUTION INC.	SUPPLIES	2,338.38
MONTÉ EMERICK	WINDOW REPLACEMENT REBATE	183.99
ROBERT ENGEN	WINDOW REPLACEMENT REBATE	534.37
TYLER LEITING	REBATE	50.00
JAY LIMBAUGH	CA REBATE	500.00
HOLLY REFFER	WINDOW REBATE	1,500.00
NEONOVA NETWORK SERVICES	SECURE IT SERVICES	58.80