

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 May 29, 2024, at 11:00 A.M.

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

Others present John Bilsten, General Manager; Robert Harrington, Secretary, and 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 April 24, 2024, regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Geving. 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 April 2024 Financial Statements/Operations Trend Charts. Trustee Geving moved to approve the statements and place them on file, seconded by Trustee Heupel. The motion carried unanimously.

The General Manager updated the Board on customer meetings, Basin Electric agreement, potential grant opportunities, various power supply options and capacity, potential new electric loads, Iowa DNR Water Service Line Identification Project, Hwy 18 Water Main Project, fire hydrant painting, and fiber build out for 2024. The General Manager informed the Board that AMU has been recognized by GIS providers for how AMU has implemented and advanced use of various GIS tools.

Trustee Sabin moved to approve the 2024-2025 Grade Order List, seconded by Trustee Heupel. The motion carried unanimously.

Trustee Sabin moved to approve the hiring of Andrea Fiallo Caba as a seasonal office employee, seconded by Trustee Schaaf. The motion carried unanimously.

The General Manager noted that the AMU Community Celebration will be Wednesday, June 12th, from 4:00 to 7:00 P.M.

The next Board of Trustees meeting is scheduled for June 26, 2024, at 11:00 A.M.

Trustee Schaaf moved to adjourn the meeting, seconded by Trustee Geving. The 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>
ALGONA MUNICIPAL UTILITIES	SERVICES	\$15,864.46
ALGONA MUNICIPAL UTILITIES	SERVICES	3,504.91
UPS	SHIPPING	30.74
UPS	SHIPPING	40.51
NIMECA	NEAL 4	242,425.91
AMU PAYROLL	PAYROLL EXPENSE	76,541.33
SISCO	FLEX/MEDICAL EXPENSES	650.15
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	7,478.61
CARD CENTER	SUPPLIES	1,452.58
CARD CENTER	SUPPLIES	831.05
NATIONWIDE RETIREMENT SOL.	DEFERRED COMPENSATION	4,607.14
EFTPS TRANSFER	PAYROLL TAXES	25,762.94
EFT - SALES TAX TRANSFER	SALES TAX	33,680.25
MIDAMERICAN ENERGY	NEAL 4	311,000.00
SISCO	FLEX/MEDICAL EXPENSES	748.09
TRINITY WIND, LLC	POWER	10,005.00
TRINITY DECOMMISSIONING	TRINITY WIND DECOMMISSIONING	5,822.00
CARD CENTER	SUPPLIES	6,974.19
CITY OF ALGONA	CITY SEWER USAGE	8,634.81
CITY OF ALGONA	FRANCHISE FEE	4,665.30
SISCO	FLEX/MEDICAL EXPENSES	651.59
ONLINE SERVICES	COLLECTION SERVICES	55.57

ONLINE SERVICES	COLLECTION SERVICES	112.76
AMU PAYROLL	PAYROLL EXPENSE	74,781.48
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	803.94
UPS	SHIPPING	78.87
UPS	SHIPPING	12.55
US POSTAL SERVICE (POSTAGE)	POSTAGE	1,000.00
CARD CENTER	SUPPLIES	6,198.69
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	4,417.14
EFTPS TRANSFER	PAYROLL TAXES	25,471.55
IPERS	EMPLOYEES RETIREMENT SYSTEM	35,332.94
TREASURER STATE OF IOWA	WITHHOLDING	8,612.60
UPS	SHIPPING	12.55
NTNL CABLE TELEVISION COOP	MEMBERSHIP	100.00
AFLAC	PREMIUMS	696.90
ALGONA MUNICIPAL UTILITIES	SERVICES	3,513.46
ALGONA MUNICIPAL UTILITIES	SERVICES	12,510.05
SISCO	PREMIUMS	45,163.50
SISCO	MEDICAL/FLEX EXPENSES	3,016.74
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	669.24
USAC	SUPPORT MECHANISM	1,770.01
US CELLULAR	SERVICE	463.74
SISCO	MEDICAL/FLEX EXPENSES	1,126.11
AMU PAYROLL	PAYROLL EXPENSE	76,780.05
NIMECA	NEAL 4	340,087.75
ACCESS SYSTEMS	SERVICES	5,173.44
ALGONA CHAM. OF COMMERCE	ADVERTISING SPONSOR	500.00
AUREON NETWORK SERVICES	NETWORK SERVICES	8,060.56
BUGS N STUFF	PEST CONTROL	128.40
CENTRAL IOWA DISTRIBUTING	SUPPLIES	99.74
CENTURYLINK	SERVICE	183.74
CITY OF ALGONA	LUCAS ST & DIAGONAL	600.00
ELECTRONIC SPECIALITIES, INC	TRUCK RADIO AND INSTALL	891.35
JASON FETT	EMPLOYEE EXPENSE	225.12
FORCE FITTERS	EMPLOYEE CLOTHING	1,396.41
GRAYBAR ELECTRIC CO INC	MATERIALS	7,534.10
HAWKINS INC.	CHEMICALS	4,114.67
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	10,592.34
PAUL KENNE	EMPLOYEE EXPENSE	210.38
METLIFE SMALL BUSINESS	PREMIUMS	7,152.91
MIDAMERICAN ENERGY	SERVICE	20.00
NORTHWEST COMM NETWORK	BAND WIDTH	616.50
NUGENCO, INC	SERVICES	2,250.00
PMC ADVANTAGE SERVICES, INC	PREMIUMS	318,480.00
QWEST DBA CENTURYLINK-IA	SERVICE	305.43
QWEST DBA CENTURYLINK-IA	SERVICE	31.94
SIGN WORKS	SIGNS FOR SUBSTATION	280.34
TERRY-DURIN CO	MATERIAL	769.62
JULIO C GORDILLO	CREDIT BALANCE REFUND	113.13
CITY OF ALGONA	PILOT TO CITY - ELECTRIC	538,294.80
A & M LAUNDRY	SERVICE	43.00
ACCESS SYSTEMS	COMPUTERS	11,139.13
ALGONA CHAM. OF COMMERCE	WOMEN'S NETWORKING	25.00
ALGONA COUNTY CLUB	SPONSOR/ADVERTISING	400.00
ARNOLD MOTOR SUPPLY	PARTS AND SUPPLIES	283.93
BGHS BOOSTER CLUB	ADVERTISING SPONSOR	375.00
BOMGAARS	MATERIALS	1,055.64
C & D USED OIL SERVICES LLC	RECYCLING SERVICES	158.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES	368.31
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	1,125.00
CORE & MAIN	EQUIPMENT	3,533.99
ERPELDING EXCAVATING ENT	ROCK	1,805.55
FORCE FITTERS	EMPLOYEE CLOTHING	1,044.23
IOWA ASSN OF MUNI UTILITIES	APPRENTICESHIP PROGRAM	1,300.00
IRBY	MATERIALS	1,901.39
JETCO INC	SERVICE	1,222.00
JOHN DEERE FINANCIAL	PARTS	484.25
JOHNSTON AUTOSTORES	PARTS	11.82
KEMNA AUTO CENTERS	SUPPLIES	248.90
METERING & TECH SOL	MATERIALS	473.84
MINSAIT ACS	CONVERSION OF DATABASE	13,904.44
NENA	CID SUBSCRIPTION	255.00
NEONOVA NETWORK SERVICES	SECURE IT PLUS SERVICE	29.40
POWER & TELEPHONE SUPPLY	MATERIALS	14,666.28

SIGN WORKS	SIGNS	407.68
SPENCER MUNICIPAL UTILITIES	HEADEND EQUIPMENT	3,075.00
T.P. ANDERSON COMPANY	AUDIT	7,000.00
WESCO DISTRIBUTION INC.	SUPPLIES	462.84
HEATH VILETA	EMPLOYEE EXPENSE	644.85
IOWA DEPT OF TRANSPORTATION	TAX FOR TRAILER	501.25
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	6,220.98
AHLERS & COONEY, P.C.	SERVICES	2,598.00
AK'S CHROME KITCHEN	EXPENSES	687.30
ALGONA CHAM. OF COMMERCE	ADVERTISING/SPONSOR	250.00
ALGONA PLG. & HTG.	PART	82.80
ALGONA PUBLISHING CO.	ADVERTISING	763.18
ALGONA ROTARY	ADVERTISING/SPONSOR	500.00
AMERICAN WATER WORKS ASSN	MEMBERSHIP DUES	430.00
JOHN BILSTEN	EMPLOYEE EXPENSE	63.56
BOLTON & MENK, INC.	ENGINEERING SERVICES	5,008.00
CHROME TRUCK STOP	FUEL	441.71
CONFLUENT	EQUIPMENT	1,320.00
COOKS SCRAP IRON & METAL	SUPPLIES	100.94
COOP RESPONSE CENTER	SERVICES	2,107.92
CULLIGAN	PARTS AND SERVICE	1,109.00
DEGEN EXSTINGUISHER & REPAIR	ANNUAL INSPECTION	645.21
DUMP IT INC.	SERVICES	344.27
ED'S SERVICE STATION	FUEL	2,160.96
FORCE FITTERS	EMPLOYEE CLOTHING	2,988.39
FORGE & BUILD	SUPPLIES	199.25
GRAYBAR ELECTRIC CO INC	MATERIALS	3,838.96
HACH CHEMICAL CO.	TESTING SUPPLIES	1,807.92
IGLASS NETWORKS	NETWORK MONITORING	500.00
IOWA ASSN OF MUNI UTILITIES	EMPLOYEE REGISTRATIONS	225.00
KEMCO TIRES, INC.	PARTS	2,439.99
METERING & TECH SOL	SUPPLIES	423.52
MIDAMERICAN ENERGY	SERVICE	83.89
NORTHERN IOWA COMM	PROGRAMMING	118,738.40
NUGENCO, INC	SERVICES	1,605.00
NYHART BY ANSENSUS	ACTUARIAL VALUATION SERVICES	1,600.00
RESCO	MATERIAL	4,795.42
SKARSHAUG TESTING LABS	TESTING SERVICES	505.58
SPENCER MUNICIPAL UTILITIES	SERVICES	3,031.25
T & S SANDBLASTING	HYDRANT REPAINTING SERVICES	9,870.00
UNITYPOINT CLINIC	TESTING SERVICES	168.00
ROD VITZTHUM	EMPLOYEE EXPENSE	32.70
WESCO DISTRIBUTION INC.	MATERIALS	1,966.06
KEITH DWIRE	CUSTOMER REFUND	53.32
FARMERS NATIONAL COMPANY	CREDIT BALANCE REFUND	81.99
SUNNI KECK	CREDIT BALANCE REFUND	5.07
LAURA ROXANA SANTANA GONZALEZ	CREDIT BALANCE REFUND	266.43
CRYSTAL A SOUSA	CREDIT BALANCE REFUND	43.34
SPORTSMANS CORNER, INC	CAN-AM	31,663.00
A+ COMMUNICATIONS & SECURITY	SECURITY SERVICES	5,249.90
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	4,940.62
AUREON NETWORK SERVICES	NETWORK SERVICES	7,492.55
CENTRAL IOWA DISTRIBUTING	SUPPLIES	198.18
CERTIFIED LABORATORIES	CHEMICALS	671.30
CITY OF ALGONA	FINN DRIVE AND WOOSTER	104.45
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	228.91
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	550.00
FORCE FITTERS	EMPLOYEE CLOTHING	3,881.63
STEVE GRANDGENETT	EMPLOYEE EXPENSE	787.76
IOWA UTILITIES BOARD	ASSESSMENT CHARGES	263.16
JACKS OK TIRE SERVICE	PARTS AND SERVICE	944.37
KLGA & KLGZ	ADVERTISING	1,202.00
KOSSUTH CTY CONCERT ASSOC	ADVERTISING	525.00
MIDAMERICAN ENERGY CO.	SERVICES	375.65
MRI SOFTWARE LLC	EMPLOYMENT REPORT	42.75
NATIONAL INFO SOLUTIONS COOP	SOFTWARE SERVICES	19,736.22
T.P. ANDERSON COMPANY	AUDIT SERVICES	7,000.00
VANTAGE POINT	CONSULTING SERVICES	170.00
SCOTT BUCHANAN	WINDOW REBATE	1,500.00
RICHARD CRAIL	WINDOW REBATE	1,144.90
GARY ERPELDING	CA REBATE	300.00
EXCEPTIONAL OPPORTUNITIES	LIGHTING REBATE	3,400.00
MARK HARDCOPF	AC REBATE	300.00

DON HEUPEL	AC REBATE	500.00
WAYNE KAISER	AC REBATE AND WINDOW REBATE	336.08
JOHN KESSELRING	WINDOW REBATE	1,082.48
DICK MANSKE	AC REBATE	500.00
DAVE ROSONKE	AC REBATE	300.00
SCHUMACHER WELL	LIGHTING REBATE	555.00
DELORES THILGES	AC REBATE	500.00
LORI THILGES	AC REBATE	300.00
KEMNA AUTO CENTERS	20 GMC SIERRA	61,582.00
IOWA DEPT OF TRANSPORTATION	USE TAX	3,060.20
AUREON NETWORK SERVICES	DID'S	123.15
JOHN BILSTEN	EMPLOYEE EXPENSE	137.50
BRIANS WELDING	MATERIAL AND REPAIR SERVICES	201.16
BUSCHER BROS. CORPORATION	SUPPLIES	67.24
CENTURYLINK	SERVICE	183.74
COLORS BY DESIGN	SUPPLIES	5.34
DAN-D LASER CARTRIDGES	SUPPLIES	449.40
DGR ENGINEERING	ENGINEERING SERVICES	11,013.50
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	550.00
ELECTRONIC SPECIALITIES, INC	PARTS AND SERVICE	178.32
FASTENAL COMPANY	SUPPLIES	627.45
FORCE FITTERS	EMPLOYEE CLOTHING	2,215.54
FORGE & BUILD	SUPPLIES	90.15
FRATCO	SUPPLIES	167.28
ROBERT K HARRINGTON	EMPLOYEE EXPENSE	190.00
HY-VEE	SUPPLIES	135.41
HYGIENIC LABORATORY - AR	TESTING	997.50
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	6,000.00
JCL SOLUTIONS	SUPPLIES	208.84
ROBERT JENNINGS	EMPLOYEE EXPENSE	341.00
K & H COOP OIL CO.	FUEL	2,319.67
METLIFE SMALL BUSINESS	PREMIUMS	7,152.91
MINSAIT ACS	SCADA SYSTEM UPGRADE	21,053.43
NIACOG	PREP FOR APP FOR IA GRID FUND	2,000.00
POWER & TELEPHONE SUPPLY	HARDWARE	8,413.88
REDING GRAVEL & EXC.	SAND	442.31
SAFETY-KLEEN SYSTEMS, INC	SUPPLIES	247.34
KAREN SCHAAF	TRUSTEE FEE	75.00
STELLAR TRUCK & TRAILER	PARTS	446.00
STUNDAHL CLEANING	CLEANING SERVICES	1,100.00
WESCO DISTRIBUTION INC.	SUPPLIES	202.23
PHIL SCHNEIDER	ELEC METER CONV REBATE	100.00