

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 September 25, 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; Scott Buchanan, General Counsel; 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 a roll call, adoption of the agenda, approval of the August 27th, 2024, regular minutes, and approval of the monthly vouchers and uncollectable accounts. Trustee Heupel moved to approve the consent agenda, seconded by Trustee Schaaf. The 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 August 2024 Financial Statements/Operations Trend Charts. Trustee Sabin moved to approve the statements and place them on file, seconded by Trustee Geving. The motion carried unanimously.

The General Manager updated the Board on Southwest Power Pool market pricing, FEMA Grant status for the Power Plant, completed water service line project, the new bitcoin electrical load, and the fiber and underground conversion construction projects.

Trustee Heupel moved to approve Resolution #2024-08 – Adopting a Distribution-Connected Interruptible Service Rate, seconded by Trustee Schaaf. The motion carried unanimously.

Trustee Geving moved to approve a Property Quick Claim Deed cleaning up common ownership properties contingent upon approval by the City of Algona, seconded by Trustee Sabin. The motion carried unanimously.

Trustee Schaaf moved to approve Agreement for Professional Services with Bolton & Menk, Inc. – 2025 Railroad Utility Crossings, seconded by Trustee Heupel. The motion carried unanimously.

Trustee Geving moved to approve Agreement for Phase I Archaeological Survey for the Iowa Grid Resilience Fund Project with Tallgrass Archaeology LLC, seconded by Trustee Sabin. The motion carried unanimously.

Trustee Sabin moved to approve Agreement for Update of AMU Website – 154i, LLC, seconded by Trustee Heupel. The motion carried unanimously.

Trustee Geving moved to approve a salary adjustment to \$79.32 per hour for the General Manager, seconded by Trustee Schaaf. The motion carried unanimously.

The next Board of Trustees meeting is scheduled for November 6, 2024, at 11:00 A.M.

Trustee Schaaf moved to adjourn the meeting, seconded by Trustee Heupel. The motion carried unanimously. The meeting adjourned at 12:20 P.M.

/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>
INTERSTATE TRS FUND	FUND CONTRIBUTUION	720.76
NATL CABLE TELEVISION COOP	SUPPLIES	145.94
AFLAC	PREMIUMS	696.90
CARD CENTER	EXPENSES	4,833.85
CARD CENTER	EXPENSES	115.55
CARD CENTER	EXPENSES	202.01
CARD CENTER	EXPENSES	254.86
SISCO	FLEX/MEDICAL EXPENSES	4,625.21
AMU PAYROLL	PAYROLL EXPENSE	75,704.28
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	34,409.13
UPS	SHIPPING EXPENSES	95.31
UPS	SHIPPING EXPENSES	35.39
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	4,157.14
MIDAMERICAN ENERGY	NEAL 4	213,000.00

EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	7,915.08
EFTPS TRANSFER	PAYROLL TAXES	28,172.27
UPS	SHIPPING	76.06
TRINITY WIND, LLC	POWER	3,915.00
SISCO	FLEX/MEDICAL EXPENSES	2,326.81
CITY OF ALGONA	FRANCHISE FEE	4,354.64
CITY OF ALGONA	CITY SEWER USAGE	7,816.28
KOSS CO EXTENSION OFFICE	PESTICIDE CERTIFICATION	30.00
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	789.88
IPERS	EMPLOYEES RETIRE SYS	55,548.70
TREASURER STATE OF IOWA	TREASURER-STATE	15,963.82
ONLINE SERVICES	COLLECTION SERVICES	108.26
ONLINE SERVICES	COLLECTION SERVICES	96.54
UPS	SHIPPING	12.55
AMU PAYROLL	PAYROLL EXPENSE	75,906.44
SISCO	FLEX/MEDICAL EXPENSES	298.93
UPS	SHIPPING	22.87
EFTPS TRANSFER	PAYROLL TAXES	26,131.53
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	4,142.14
SISCO	PREMIUMS	47,322.15
UPS	SHIPPING	12.55
AMU BOARD OF TRUSTEES	TRUSTEE FEES	0.00
US CELLULAR	SERVICE	444.24
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	720.76
SISCO	FLEX/MEDICAL EXPENSES	3,154.88
AFLAC	PREMIUMS	696.90
ALGONA MUNICIPAL UTILITIES	SERVICES	3,505.21
ALGONA MUNICIPAL UTILITIES	SERVICES	13,254.60
USAC	SUPPORT MECHANISM	1,754.52
JAY GEVING	TRUSTEE FEE	75.00
DON HEUPEL	TRUSTEE FEE	75.00
JULIE MURPHY	TRUSTEE FEE	75.00
MIKE SABIN	TRUSTEE FEE	75.00
BORDER STATES INDUSTRIES, INC	MATERIALS	784.52
CINTAS CORPORATION #754	SUPPLIES	599.66
CLIMATE CONTROL SYSTEMS	PARTS	474.12
CORE & MAIN	SUPPLIES	182.04
COTTINGHAM & BUTLER	SERVICES	1,250.00
CULVER - HAHN ELECTRIC	SUPPLIES	984.28
DAN-D LASER CARTRIDGES	SUPPLIES	299.60
EMAGINE, LLC	SERVICES	100.00
FASTENAL COMPANY	SUPPLIES	356.90
FORCE FITTERS	EMPLOYEE CLOTHING	144.23
ROBERT K HARRINGTON	EMPLOYEE EXPENSE	187.60
JCL SOLUTIONS	SUPPLIES	344.60
JETCO INC	SUPPORT RENEWAL	803.25
JOHN DEERE FINANCIAL	PARTS	41.52
KEMCO TIRES, INC.	PARTS AND SERVICE	826.58
KEMNA AUTO CENTERS	PARTS AND SERVICE	165.30
KOSSUTH COUNTY TREASURER	KOSSUTH COUNTY TAXES	24,735.00
MIDWEST CONCRETE CUTTING	SERVICE	450.00
MIDWEST CONCRETE CUTTING	SERVICE	510.00
MIDWEST UNDERGROUND	PARTS	827.26
MILLER SPORTS & SERVICE	SUPPLIES	67.95
MINSAIT ACS	SERVICE	9,862.61
PITNEY-BOWES INC.	LEASE	946.44
REED ELECTRIC	MATERIALS AND SERVICE	14,035.95
SWIFT AIR	PARTS & SERVICES	2,560.43
T & S SANDBLASTING	SERVICE	800.00
WESCO DISTRIBUTION INC.	SUPPLIES	462.84
WOODBURY COUNTY TREASURER	WOODBURY COUNTY TAX	7,627.50
WYNN COMPANY LLC	SERVICES	8,959.62
RON BITZ	METER CONVERSION REBATE	100.00
CAROLINE ELBERT	CREDIT BALANCE REFUND	21.97
YOBERRY PEREZ RUZ	CREDIT BALANCE REFUND	25.58
KAYLONI R TAYLOR	CREDIT BALANCE REFUND	47.22
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	4,292.00
ALGONA HIGH SCHOOL	ADVERTISING SERVICES	1,000.00
ARNOLD MOTOR SUPPLY	PARTS	229.64
BORDER STATES INDUSTRIES, INC	MATERIAL	178.27
COTTINGHAM & BUTLER	SERVICES	750.00
DAKOTA SUPPLY GROUP	MATERIALS	3,989.39
DISPLAY SYSTEMS INTL	WEATHER GRAPHICS	550.00

ERPELDING EXCAVATING ENT	SERVICE	1,459.70
FLETCHER-REINHARDT COMPANY	MATERIAL	3,845.26
HAWKINS INC.	CHEMICALS	4,011.35
MIDAMERICAN ENERGY	SERVICE	74.58
MIDLAND POWER COOPERATIVE	SERVICE	12,744.00
NEONOVA NETWORK SERVICES	SECURE IT PLUS	29.40
NORTHWEST COMM NETWORK	BANDWIDTH	616.50
OAK HILL CONSULTING	ENGINEERING SERVICES	1,207.00
WHEELER WORLD INC	SERVICE	208,455.78
CARSON ELSTON	CREDIT BALANCE REFUND	7.72
CORY FOLKERTS	CREDIT BALANCE REFUND	9.84
MARISSA MILLER	METER CONVERSION REBATE	100.00
NALDIS LOPEZ SANCHEZ	CREDIT BALANCE REFUND	38.49
CHARLES SIMPSON	CREDIT BALANCE REFUND	3.81
WINNKO LLC	CREDIT BALANCE REFUND	5.45
ALGONA PLG. & HTG.	SUPPLIES	302.40
ALGONA PUBLISHING CO.	ADVERTISING	2,310.26
AMERICAN GLASS COMPANY	MATERIALS	165.85
AUREON NETWORK SERVICES	NETWORK SERVICES	7,055.10
BOLTON & MENK, INC.	ENGINEERING SERVICES	2,334.50
BOMGAARS	SUPPLIES	598.69
BUSCHER BROS. CORPORATION	PARTS	630.77
CHROME TRUCK STOP	FUEL	38,143.86
CITY OF ALGONA	FINN DR/WOOSTER	365.20
COMPLIANCE SERVICES, INC	TESTING SERVICES	2,585.00
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	2,500.00
COOP RESPONSE CENTER	SERVICES	1,868.05
DAN-D LASER CARTRIDGES	MAINTENANCE SERVICES	378.61
ERIC DEGEN	EXPENSE REIMBURSEMENT	5.35
ED'S SERVICE STATION	FUEL	2,456.81
ERPELDING EXCAVATING ENT	REPAIR SERVICES	10,689.91
FASTENAL COMPANY	PARTS	12.98
FORGE & BUILD	SUPPLIES	251.07
KEVIN HILSABECK	EMPLOYEE CLOTHING	82.38
HOTSY EQUIPMENT	SUPPLIES	88.17
IGLASS NETWORKS	NETWORK MONITORING	500.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	6,600.01
IOWA ONE CALL	SERVICES	507.30
IRBY	MATERIAL	3,509.60
J.H. LARSON COMPANY	MATERIALS	3,311.21
KLGA & KLGZ	ADVERTISING	809.00
MIDAMERICAN ENERGY CO.	SERVICE	470.81
NALCO COMPANY	CHEMICAL	171.03
NATL INFO SOLUTIONS COOP	SERVICES	19,533.80
N. IOWA COMMUNICATIONS	PROGRAMMING	112,116.31
O'REILLY AUTOMOTIVE, INC.	PARTS	190.73
PLYMOUTH COUNTY TREASURER	PLYMOUTH COUNTY TAX	228.00
RANKO EQUIPMENT LLC	SUPPLIES	802.13
SAFETEY-KLEEN SYSTEMS, INC	SERVICES	3,752.61
SDS BINDERWORKS	1 YR SERVICE	1,255.00
SKARSHAUG TESTING LABS	TESTING	299.73
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH SERVICES	2,996.25
VERMEER IOWA & N. MISSOURI	TOOLS	208.20
GRANDGENETT JEWELRY	LIGHTING REBATES	106.42
MARK HARDCOPF	WINDOW REBATE	844.60
GARY HISCOCKS	AIR CONDITIONER REBATE	200.00
DUSTY POULSON	CREDIT BALANCE REFUND	109.76
ALIANNA RAMOS PENA	CREDIT BALANCE REFUND	39.35
LARRY ROCHLEAU	WINDOW REBATE	580.06
ALGONA CRUISE-IN	ADVERTISING SERVICES	100.00
STONE & STEEL	LIGHTING REBATES	165.00
A & M LAUNDRY	LAUNDRY SERVICE	43.00
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	4,940.62
BISHOP GARRIGAN	ADVERTISING	100.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES	299.83
CENTURYLINK	SERVICE	185.44
CITY OF ALGONA	205 N WOODWORTH	1,089.88
DGR ENGINEERING	ENGINEERING SERVICES	3,621.00
DUMP IT INC.	SERVICE	394.03
FAREWAY STORES	SUPPLIES	43.56
FLETCHER-REINHARDT COMPANY	MATERIAL	3,644.96
HY-VEE	SUPPLIES	227.35
HYGIENIC LABORATORY - AR	TESTING	383.00

ICONECTIV, LLC	LNP SERVICES	710.59
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	6,000.01
IRBY	MATERIALS	25,219.90
J.H. LARSON COMPANY	MATERIALS	4,437.46
JOHN DEERE FINANCIAL	SUPPLIES	448.14
JOHNSTON AUTOSTORES	PARTS	619.56
KOSS CO EXTENSION OFFICE	REGISTRATION	45.00
MINSAIT ACS	SHIPPING	158.67
MPOWER TECHNOLOGIES, INC	ANNUAL MAINTENANCE	1,000.00
NA NUMBERING PLAN	ANNUAL FEE	39.60
NORTH IOWA MECHANICAL	SERVICES	506.11
PITNEY-BOWES INC.	RENTAL SERVICES	304.05
POWER & TELEPHONE SUPPLY	HARDWARE	18,810.10
RESCO	MATERIAL	3,238.09
KAREN SCHAAF	TRUSTEE FEE	75.00
STEINMAN INSULATION	REPAIRED ROOFING	1,011.15
STELLAR TRUCK & TRAILER	SERVICES	32,099.99
STUNDAHL CLEANING	CLEANING SERVICE	1,100.00
TERRY-DURIN CO	MATERIALS	3,398.32
VANTAGE POINT	CONSULTING SERVICES	932.50
VERMEER IOWA & N. MISSOURI	SUPPLIES	1,695.98
WESCO DISTRIBUTION INC.	MATERIAL	10,761.72
ORLANDO FERNANDEZVERDECIA	CREDIT BALANCE REFUND	120.00