

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 6, 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; Scott Schultze, Ben Kron and Morgan Wagner, Kossuth County Fair Board.

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 September 25, 2024, regular minutes, and approval of the monthly vouchers and uncollectable accounts. Trustee Geving 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.

The Kossuth County Fair Board presented their upcoming capital improvement plans.

Chief Financial Officer Robert Harrington presented September 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 and Chief Financial Officer presented the proposed 2025 Revenue, Expense and Capital Budgets.

Trustee Schaaf moved to approve Setting Date and Time for Public Hearing on 2025 Budget on November 26, 2024 – 11:00 AM, seconded by Trustee Geving. The motion carried unanimously.

The General Manager updated the Board on Neal 4 operating times, a potential solar project, NIMECA long term power sales trend and Southwest Power Pool’s pricing and potential need for energy generation investments.

Trustee Geving moved to approve an AMU Revolving Loan Fund Application for Golf Iowa LLC., seconded by Trustee Heupel. The motion carried unanimously.

Trustee Schaaf moved to approve Health Savings Account Employee Prefunded Contribution, seconded by Trustee Sabin. The motion carried unanimously.

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

Trustee Sabin moved to approve Resolution No. 2024-09 - Resolution Establishing Eligibility and Benefit Criteria for Project Share and Identifying Committee Composition, seconded by Trustee Heupel. The motion carried unanimously.

Trustee Geving moved to approve Resolution No. 2024-10 – Resolution Adopting Federal Procurement and Contracting Guidance for the Use of Federal Funds, seconded by Trustee Schaaf. The motion carried unanimously.

Trustee Heupel moved to approve telephone switching agreement with Aureon, seconded by Trustee Geving. The motion carried unanimously.

Trustee Sabin moved to approve Agreement for Professional Services with DGR Engineering – Backwash Detention Pond, seconded by Trustee Schaaf. The motion carried unanimously.

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

Trustee Sabin moved to adjourn the meeting, seconded by Trustee Geving. The motion carried unanimously. The meeting adjourned at 1:12 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>
NIMECA	NEAL 4	\$461,715.12
NATIONAL CABLE TELEVISION COOP	SUPPLIES	\$61.27
SISCO	FLEX/MEDICAL EXPENSES	\$189.22
AMU PAYROLL	PAYROLL EXPENSES	\$78,362.31
CARD CENTER	EXPENSES	\$3,651.07

EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	\$8,277.84
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	\$3,642.14
EFT - SALES TAX TRANSFER	SALES TAX	\$33,865.74
EFTPS TRANSFER	PAYROLL TAXES	\$26,503.99
UPS	SHIPPING	\$19.41
UPS	SHIPPING	\$18.63
MIDAMERICAN ENERGY	NEAL 4	\$179,000.00
SISCO	FLEX/MEDICAL EXPENSES	\$1,861.55
TRINITY WIND, LLC	POWER	\$5,350.00
CITY OF ALGONA	CITY SEWER USAGE	\$7,115.21
CARD CENTER	EXPENSES	\$700.22
CARD CENTER	EXPENSES	\$247.37
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$785.23
ONLINE SERVICES	COLLECTION SERVICES	\$82.97
ONLINE SERVICES	COLLECTION SERVICES	\$14.00
AMU PAYROLL	PAYROLL EXPENSES	\$78,149.47
SISCO	FLEX/MEDICAL EXPENSES	\$3,556.32
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	\$3,372.14
EFTPS TRANSFER	PAYROLL TAXES	\$27,515.04
CITY OF ALGONA	FRANCHISE FEE	\$4,731.64
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP FEES	\$46.69
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$720.76
SISCO	FLEX/MEDICAL EXPENSES	\$1,125.87
IPERS	EMPLOYEES RETIREMENT SYSTEM	\$36,370.00
USAC	SUPPORT MECHANISM	\$1,958.65
ALGONA MUNICIPAL UTILITIES	SERVICES	\$3,495.09
ALGONA MUNICIPAL UTILITIES	SERVICES	\$14,271.22
AFLAC	PREMIUMS	\$696.90
US CELLULAR	SERVICE	\$444.24
UPS	SHIPPING	\$12.55
TREASURER STATE OF IOWA	STATE WITHHOLDING TAXES	\$9,028.60
NIMECA	NEAL 4	\$429,765.92
SISCO	PREMIUMS	\$47,322.15
UPS	SHIPPING	\$19.59
UPS	SHIPPING	\$37.97
SISCO	FLEX/MEDICAL EXPENSES	\$1,475.65
TREASURER OF STATE	UNCLAIMED PROPERTY	\$417.21
AMU PAYROLL	PAYROLL EXPENSES	\$78,724.69
JAY GEVING	TRUSTEE FEE	\$75.00
DON HEUPEL	TRUSTEE FEE	\$75.00
JULIE MURPHY	TRUSTEE FEE	\$75.00
MIKE SABIN	TRUSTEE FEE	\$75.00
ADTRAN, INC	MOSAIC	\$6,914.70
ALGONA CHAM. OF COMMERCE	ADVERTISING SERVICES	\$250.00
AMERICAN GLASS COMPANY	MATERIAL	\$33.00
BORDER STATES INDUSTRIES, INC	MATERIAL	\$1,819.84
CEMSTONE CONCRETE	CONCRETE SERVICES	\$316.94
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$1,840.00
STEVE GRANDGENETT	EMPLOYEE EXPENSE	\$553.38
HACH CHEMICAL CO.	SERVICE CONTRACT	\$3,000.00
IOWA ONE CALL	SERVICES	\$297.30
IRBY	MATERIAL	\$24,021.50
JCL SOLUTIONS	SUPPLIES	\$208.84
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$7,258.41
MIDAMERICAN ENERGY	SERVICES	\$154.25
NORTHWEST COMM NETWORK	BAND WIDTH	\$616.50
POWER & TELEPHONE SUPPLY	TOOL	\$2,590.45
QWEST DBA CENTURYLINK-IA	SERVICES	\$305.43
RESCO	MATERIAL	\$1,926.00
SUSAN SEEBECKER	EMPLOYEE EXPENSE	\$2,716.00
SIGN WORKS	LOGOS	\$61.64
TERRY-DURIN CO	MATERIALS	\$1,254.28

WESCO DISTRIBUTION INC.	MATERIALS	\$16,735.85
154I, LLC	WEBSITE SERVICES	\$4,005.00
ALGONA BAND DAY FIELD SHOW	ADVERTISING	\$300.00
ALGONA HEARING CENTER	TESTING SERVICES	\$100.00
ALGONA HEARING CENTER, LLC	TESTING SERVICES	\$1,225.00
BORDER STATES INDUSTRIES, INC	MATERIAL	\$1,234.82
CINTAS CORPORATION #754	SUPPLIES	\$350.38
COOKS SCRAP IRON & METAL	SUPPLIES	\$3.69
DAN-D LASER CARTRIDGES	SUPPLIES	\$379.85
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
FASTENAL COMPANY	SUPPLIES	\$151.13
STEVE GRANDGENETT	EMPLOYEE EXPENSE	\$228.47
MIDAMERICAN ENERGY	SERVICES	\$74.66
NEONOVA NETWORK SERVICES	SECURE IT PLUS SERVICES	\$29.40
REDING GRAVEL & EXC.	SUPPLIES	\$845.51
TELEDYNAMICS	SUPPLIES	\$110.15
BOMGAARS	SUPPLIES	\$412.18
NOLYN ELLIOTT	EMPLOYEE EXPENSE	\$630.40
FASTENAL COMPANY	SUPPLIES	\$14.49
NIMECA	PROPERTY INSURANCE	\$270.51
LISA RONGVED	EMPLOYEE EXPENSE	\$27.60
VICKY GREWE	ELECTRIC METER REBATE	\$100.00
A & M LAUNDRY	SERVICES	\$43.00
AHLERS & COONEY, P.C.	LEGAL SERVICES	\$2,340.00
ALGONA PUBLISHING CO.	ADVERTISING	\$2,654.26
ALGONA WELDING & MACHINE	MATERIALS/SERVICES	\$1,685.50
ARNOLD MOTOR SUPPLY	SUPPLIES	\$981.51
AUREON NETWORK SERVICES	NETWORK SERVICES	\$7,066.86
BOLTON & MENK, INC.	ENGINEERING SERVICES	\$3,437.50
BROWN SHOE FIT CO	SUPPLIES	\$271.68
CHROME TRUCK STOP	FUEL	\$422.77
CONDUIT REPAIR SYSTEMS, INC	MATERIAL	\$708.83
COOKS SCRAP IRON & METAL	MATERIAL	\$17.92
CO-OP RESPONSE CENTER, INC.	SERVICES	\$1,867.12
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	\$1,131.40
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
DUMP IT INC.	SERVICES	\$394.03
ECHO GROUP, INC.	SUPPLIES	\$19.84
ED'S SERVICE STATION	FUEL	\$1,610.83
ERPELDING EXCAVATING ENT	ROCK	\$7,173.91
FASTENAL COMPANY	SUPPLIES	\$28.61
FORCE FITTERS	EMPLOYEE CLOTHING	\$74.90
FORGE & BUILD	SUPPLIES	\$103.91
STEVE GRANDGENETT	EMPLOYEE EXPENSE	\$1,969.79
HYGIENIC LABORATORY - AR	TESTING SERVICES	\$108.00
IGLASS NETWORKS	NETWORK MONITORING	\$500.00
IOWA COMMUNICATIONS ALLIANCE	CONFERENCE FEES	\$580.00
JOHNSTON AUTOSTORES	PARTS	\$24.46
KLGA & KLGZ	ADVERTISING	\$1,335.00
MIDAMERICAN ENERGY CO.	SERVICES	\$469.24
NATL INFO SOLUTIONS COOP	SERVICES	\$12,467.31
NIMECA	ELECTRIC STUDY	\$10,000.00
NORTHERN IOWA COMM	PROGRAMMING	\$112,492.80
OAK HILL CONSULTING	ENGINEERING SERVICES	\$71.00
PFEFFER PRECAST	MATERIALS	\$70.62
POWER & TELEPHONE SUPPLY	MATERIALS	\$2,665.08
REDING GRAVEL & EXC.	GRAVEL	\$1,663.32
RESCO	MATERIALS	\$81,473.55
STELLAR TRUCK & TRAILER	PARTS	\$490.99
T&R ELECTRIC	MATERIALS	\$2,647.80
THREADS	EMPLOYEE CLOTHING	\$110.21
VERMEER IOWA & N. MISSOURI	TOOLS	\$811.18

HEATH VILETA	EMPLOYEE EXPENSE	\$588.98
WESCO DISTRIBUTION INC.	MATERIALS	\$7,376.81
NATHANIEL BRIGHTON	CREDIT BALANCE REFUND	\$12.12
JEANETTE BUSCHER	CREDIT BALANCE REFUND	\$13.95
PEDRO CANTU	CREDIT BALANCE REFUND	\$95.69
LUIS FELIPE HERRERA ARGELI	CREDIT BALANCE REFUND	\$146.03
JOYCE L HIX	CREDIT BALANCE REFUND	\$42.59
TESSA JAQUES	CREDIT BALANCE REFUND	\$80.78
DOREEN S NISH	CREDIT BALANCE REFUND	\$15.20
RAVEN ORR	CREDIT BALANCE REFUND	\$167.31
SHELLE R SPORAA	CREDIT BALANCE REFUND	\$66.34
CHRISTOPHER SYHARATH	CREDIT BALANCE REFUND	\$260.00
IRBY	MATERIALS	\$1,637.10
ALGONA MUNICIPAL UTILITIES	PETTY CASH	\$129.05
MARK MALLORY	CUSTOMER REFUND	\$27.69
KATELYN PLINER	CREDIT BALANCE REFUND	\$60.99
CALEB WHITE	CREDIT BALANCE REFUND	\$98.37
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	\$5,014.92
BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	\$130.00
BOMGAARS	SUPPLIES	\$1,845.91
BORDER STATES INDUSTRIES, INC	MATERIALS	\$1,141.44
CENTRAL CABLE CONTRACTORS INC	MATERIALS	\$33,746.50
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$198.18
CENTURYLINK	SERVICE	\$197.08
COOKS SCRAP IRON & METAL	PARTS	\$38.09
CORE & MAIN	MATERIALS	\$2,630.60
ECHO GROUP, INC.	MATERIALS	\$408.31
ERPELDING EXCAVATING ENT	REPAIR SERVICES	\$8,290.54
FAREWAY STORES	SUPPLIES	\$31.27
FORCE FITTERS	EMPLOYEE CLOTHING	\$246.70
HY-VEE	SUPPLIES	\$149.28
IOWA ASSN OF MUNI UTILITIES	SAFETY TRAINING EXPENSES	\$4,741.43
IOWA ONE CALL	SERVICES	\$398.60
JOHNSTON AUTOSTORES	PARTS	\$158.66
KOSS. CO. FAIR	ADVERTISING	\$150.00
KOSSUTH COUNTY 911	911 SURCHARGE	\$2,892.79
MUNICIPAL MANAGEMENT CORP	SURVEY SYSTEM	\$2,500.00
NATL INFO SOLUTIONS COOP	PRINT SERVICES	\$399.74
O'REILLY AUTOMOTIVE, INC.	PART	\$10.69
SENECA COMPANIES	SERVICES	\$12,523.98
SHRED-IT	SERVICES	\$54.00
SPENCER MUNICIPAL UTILITIES	SERVICES	\$113.69
STATE 5 THEATRE	ADVERTISING	\$75.00
T & S SANDBLASTING	SERVICES	\$600.00
T&R ELECTRIC	MATERIAL	\$3,790.00
TRINITY HEALTH	USAC FILING	\$1,614.36
VANTAGE POINT	CONSULTING SERVICES	\$6,675.00
WESCO DISTRIBUTION INC.	MATERIAL	\$41,225.94
ZIEGLER INC.	REPAIR SERVICES	\$238,696.63
DEANDREA CATCHINGS	CREDIT BALANCE REFUND	\$19.95
COMMERCIAL SERVICES	CENTRAL AIR REBATE	\$400.00
STEVE KOLLASCH	CENTRAL AIR REBATE	\$200.00
LUKE J LARSON	CREDIT BALANCE REFUND	\$44.73
JOHN RUTLEDGE	WINDOW REBATE	\$245.34
HAILEY SCHMIDT	CREDIT BALANCE REFUND	\$54.89
KELLIE SIEFKEN	EMPLOYEE EXPENSE	\$75.00
BRAD SUDOL	WINDOW REBATE	\$1,500.00
ZIEGLER INC.	SERVICES	\$15,672.49
ACCESS SYSTEMS	SERVICES	\$6,296.93
ALGONA MUNICIPAL UTILITIES	UNCOLLECTABLE ACCTS	\$72.97
ALL STATE TOWER INC	INSPECTION SERVICES	\$2,550.00
JOHN BILSTEN	EMPLOYEE EXPENSE	\$630.32

CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$87.74
CINTAS CORPORATION #754	SUPPLIES	\$409.16
CULVER - HAHN ELECTRIC SUPPLY	MATERIALS	\$1,196.80
DGR ENGINEERING	ENGINEERING SERVICES	\$4,497.63
FORCE FITTERS	EMPLOYEE CLOTHING	\$460.65
GRASS MASTERS L.L.C	SERVICES	\$1,785.00
JOHN DEERE FINANCIAL	PARTS	\$299.97
KEMCO TIRES, INC.	REPAIR SERVICES	\$35.00
KOSSUTH COUNTY RECORDER	REGISTRATIONS	\$92.50
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$7,135.43
MIDAMERICAN ENERGY	SERVICES	\$147.68
LINDSEY MOE	EMPLOYEE EXPENSE	\$25.00
POWER & TELEPHONE SUPPLY	SUPPLIES	\$118.41
QWEST DBA CENTURYLINK-IA	SERVICE	\$305.43
QWEST DBA CENTURYLINK-IA	SERVICE	\$11.94
KAREN SCHAAF	TRUSTEE FEE	\$75.00
STUNDAHL CLEANING	CLEANING SERVICE	\$1,100.00
VANTAGE POINT	CONSULTING SERVICES	\$3,687.50
WESCO DISTRIBUTION INC.	MATERIALS	\$439.77
ROBBIE J BOWEN	CREDIT BALANCE REFUND	\$320.00