

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 26, 2024, at 11:00 A.M.

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

Board member absent: 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 11:04 A.M.

The consent agenda included a roll call, adoption of the agenda, approval of the November 6, 2024, regular minutes, and approval of the monthly vouchers and uncollectable accounts. Trustee Sabin moved to approve the consent agenda, seconded by Trustee Heupel. The motion carried unanimously.

Citizen’s opportunity to address the Board of Trustees – no citizens in attendance or on the phone.

Chairperson Murphy opened a Public Hearing on the 2025 budget at 11:05 AM. There being no written or oral objections, the Hearing was closed at 11:06 AM.

Chief Financial Officer Robert Harrington presented October 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.

Trustee Geving moved to approve the 2025 Utility Budget, seconded by Trustee Sabin. The motion carried unanimously.

The General Manager updated the Board on Southwest Power Pool’s review timelines and upcoming generation projects, the Iowa Utility Commission's conference on data centers, the Department of Energy SCADA grant, and the new cryptocurrency electrical load.

The General Manager and Chief Financial Officer reviewed the preliminary cash flow analysis for the Electric and Communications Utilities. No action was taken.

Trustee Heupel moved to approve the Audit Letter of Engagement with TP Anderson, seconded by Trustee Geving. The motion carried unanimously.

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

Trustee Sabin moved to adjourn the meeting, seconded by Trustee Heupel. 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>
BOARD OF TRUSTEES	TRUSTEE FEES	\$300.00
EFTPS TRANSFER	PAYROLL TAXES	\$27,163.41
CARD CENTER	EXPENSES	\$421.48
CARD CENTER	EXPENSES	\$723.62
CARD CENTER	EXPENSES	\$8.54
UPS	SHIPPING	\$18.63
SISCO	FLEX/MEDICAL EXPENSES	\$1,008.72
UPS	SHIPPING	\$20.60
MIDAMERICAN ENERGY	NEAL 4	\$137,000.00
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	\$36,215.23
PAYROLL	PAYROLL EXPENSE	\$77,235.26
SISCO	FLEX/MEDICAL EXPENSES	\$2,026.81
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$723.74
ONLINE SERVICES	COLLECTION SERVICES	\$21.50
ONLINE SERVICES	COLLECTION SERVICES	\$62.28

NATIONWIDE RETIREMENT SOL.	DEFERRED COMPENSATION	\$3,343.60
CITY OF ALGONA	CITY SEWER USAGE	\$8,639.28
SISCO	FLEX/MEDICAL EXPENSES	\$1,038.17
EFTPS TRANSFER	PAYROLL TAXES	\$26,923.46
NATL CABLE TELEVISION COOP	MEMBERSHIP	\$100.00
TRINITY WIND, LLC	POWER	\$11,720.00
US CELLULAR	SERVICE	\$444.27
CITY OF ALGONA	FRANCHISE FEE	\$4,510.45
AFLAC	PREMIUMS	\$696.90
TREASURER STATE OF IOWA	STATE WITHHOLDING	\$9,375.60
IPERS	EMPLOYEES RETIREMENT SYSTEM	\$37,138.38
SISCO	PREMIUMS	\$45,960.15
UPS	SHIPPING	\$12.55
US POSTAL SERVICE	POSTAGE	\$1,000.00
UPS	SHIPPING	\$12.55
PAYROLL	PAYROLL EXPENSE	\$78,083.19
ALGONA MUNICIPAL UTILITIES	SERVICES	\$17,431.32
USAC	SUPPORT MECHANISM	\$1,958.65
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$720.76
SISCO	FLEX/MEDICAL EXPENSES	\$585.07
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	\$8,145.50
NATIONWIDE RETIREMENT SOL.	DEFERRED COMPENSATION	\$3,293.57
UPS	SHIPPING	\$35.02
ALGONA HEARING CENTER, LLC	SUPPLIES	\$150.00
AMERICAN GLASS COMPANY	SERVICE	\$25.68
ARNOLD MOTOR SUPPLY	PARTS	\$74.09
BOMGAARS	SUPPLIES	\$1,012.87
CHROME TRUCK STOP	FUEL	\$35,390.51
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$1,895.00
COOKS SCRAP IRON & METAL	PARTS	\$186.07
CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	\$259.25
ERIC DEGEN	EMPLOYEE EXPENSE	\$54.54
FASTENAL COMPANY	SUPPLIES	\$127.21
FORCE FITTERS	EMPLOYEE CLOTHING	\$264.18
FORGE & BUILD	SUPPLY	\$11.76
GLENS GREEN THUMB	MATERIALS	\$188.39
GRASS MASTERS L.L.C	SERVICE	\$80.25
GRAYBAR ELECTRIC CO INC	MATERIALS	\$16,542.18
HAWKINS INC.	CHEMICAL	\$9,811.63
KEVIN HILSABECK	EMPLOYEE EXPENSE	\$76.89
IA DEPT.OF NAT.RESOURCES	ANNUAL WATER USE FEE	\$115.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$6,000.00
IOWA UTILITIES COMMISSION	ASSESSMENT FEES	\$937.00
J.H. LARSON COMPANY	MATERIAL	\$536.17
JACKS OK TIRE SERVICE	REPAIR SERVICES	\$73.41
ROBERT JENNINGS	EMPLOYEE EXPENSE	\$110.00
MIDAMERICAN ENERGY	SERVICE	\$82.33
MILWAUKEE RUBBER PRODUCTS	SUPPLIES	\$228.25
NORTHWEST COMM NETWORK	BAND WIDTH	\$616.50
POWER & TELEPHONE SUPPLY	MATERIALS	\$2,772.60
REDING GRAVEL & EXC.	MATERIALS	\$161.51
RESCO	MATERIAL	\$7,149.74
SAFETEY-KLEEN SYSTEMS, INC	SUPPLIES	\$243.30
DANIEL SMITH	EMPLOYEE EXPENSE	\$113.58
TALLGRASS ARCHAEOLOGY LLC	SURVEY FEES	\$7,771.94
THREADS	EMPLOYEE CLOTHING	\$103.79
WESCO DISTRIBUTION INC.	MATERIAL	\$124.60
CHUCK J REDING	BILLING REFUND	\$1,735.17
KOSSUTH CO FOOD PANTRY	ADVERTISING	\$550.00
AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	\$1,549.00
ALGONA PLG. & HTG.	PART	\$2.50
ALGONA PUBLIC LIBRARY	LIGHTING REBATES	\$660.00

BOLTON & MENK, INC.	PROFESSIONAL SERVICES	\$332.00
CAROL CAMPE	WINDOW REBATE	\$60.00
CHROME TRUCK STOP	FUEL	\$506.19
COOKS SCRAP IRON & METAL	PART	\$12.74
DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	\$550.00
DALE DORNBIER	EMPLOYEE EXPENSE	\$12.98
DUMP IT INC.	SERVICE	\$344.27
ED'S SERVICE STATION	FUEL	\$1,904.44
ERPELDING EXCAVATING ENT	SERVICES	\$12,157.43
FASTENAL COMPANY	SUPPLIES	\$38.52
FORCE FITTERS	EMPLOYEE CLOTHING	\$345.03
FORGE & BUILD	PART	\$8.59
HCP SPLICING SERVICES	SERVICES	\$24,202.50
HYGIENIC LABORATORY - AR	TESTING	\$108.00
IOWA HOIST & CRANE, INC	ANNUAL INSPECTION	\$1,387.00
JOHNSTON AUTOSTORES	PARTS	\$284.05
KOSSUTH REG. HEALTH CENTER	TESTING SERVICES	\$25.00
MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	\$468.77
NATL INFO SOLUTIONS COOP	BILLING SERVICES	\$4,238.38
NEONOVA NETWORK SERVICES	SECURE IT PLUS	\$29.40
O'REILLY AUTOMOTIVE, INC.	SUPPLIES	\$122.30
REGULATORY COMPLIANCE SER	CONSULTING SUPPORT	\$395.00
KEVIN/SHEILA SHAW	APPLIANCE REBATE	\$50.00
KELLIE SIEFKEN	HEAT PUMPS REBATE	\$400.00
KELLIE SIEFKEN	EMPLOYEE EXPENSE	\$168.71
SIGN WORKS	SERVICES	\$547.88
BRAD SUDOL	WINDOW REBATE	\$398.39
THE WATER CONNECTION	SERVICES	\$470.00
PAIGE THILGES	WINDOW REBATE	\$385.83
BRETT VENTEICHER	ELECTRIC METER REBATE	\$100.00
HEATH VILETA	EMPLOYEE EXPENSE	\$1,037.30
ROD VITZTHUM	CA REBATE	\$400.00
WHEELER WORLD INC	PARTS	\$842.58
JUAN CARLOS LAFFITA	CREDIT BALANCE REFUND	\$111.42
DONNA CIAFFARAFA	CREDIT BALANCE REFUND	\$30.53
ALESSANDRO SILVA GONZALEZ	CREDIT BALANCE REFUND	\$71.09
WILLIE D'S	CREDIT BALANCE REFUND	\$188.94
A & M LAUNDRY	SERVICES	\$43.00
ACCESS SYSTEMS	NETWORK SERVICES	\$5,785.32
ALGONA FIRE DEPARTMENT	ADVERTISING	\$280.00
ALGONA PUBLISHING CO.	ADVERTISING	\$1,927.77
AUREON NETWORK SERVICES	NETWORK SERVICES	\$7,121.02
BUGS N STUFF	PEST CONTROL	\$128.40
COOPERATIVE RESPONSE CENTER	SERVICES	\$2,309.55
DGR ENGINEERING	ENGINEERING SERVICES	\$2,143.64
FASTENAL COMPANY	SUPPLIES	\$659.32
GRAYBAR ELECTRIC CO INC	MATERIAL	\$1,410.29
IGLASS NETWORKS	NETWORK MONITORING	\$500.00
IOWA UTILITIES COMMISSION	ASSESSMENT CHARGES	\$7,700.00
IRBY	MATERIALS	\$26,064.13
KLGA & KLGZ	ADVERTISING	\$1,639.00
NATL INFO SOLUTIONS COOP	BILLING SERVICES	\$20,044.61
NORTHERN IOWA COMM	PROGRAMMING	\$115,677.89
SECURE SHRED SOLUTIONS, LLC	SERVICE	\$54.00
VANTAGE POINT	GENERAL CONSULTING	\$1,145.00
WESCO DISTRIBUTION INC.	MATERIALS	\$59,031.54
ALGONA PLG. & HTG.	PARTS	\$33.20
AMERICAN GLASS COMPANY	PARTS	\$1,230.50
BGHS PUBLICATIONS	ADVERTISING	\$65.00
BORGEN RADIATOR	SERVICES	\$4,512.00
CENTURYLINK	SERVICE	\$197.66
CHOICE IT GLOBAL	HARDWARE	\$1,539.95

CINTAS CORPORATION #754	SUPPLIES	\$310.00
CONFLUENT	MATERIALS	\$1,724.95
ELECTRONIC SPECIALITIES, INC	SERVICE	\$918.13
FAREWAY STORES	SUPPLIES	\$27.87
FENWAY SYSTEMS, LLC	SCADA CONSULTING	\$3,200.00
FLETCHER-REINHARDT COMPANY	MATERIALS	\$1,212.90
PAT FOGARTY	WINDOW REBATE	\$1,500.00
FORGE & BUILD	PARTS	\$29.51
ROBERT K HARRINGTON	EMPLOYEE EXPENSE	\$299.76
IRBY	MATERIALS	\$1,572.90
JOHN DEERE FINANCIAL	SUPPLIES	\$343.51
STEVE/LORI KRUG	WINDOWS REBATE	\$1,500.00
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$7,135.43
MIDAMERICAN ENERGY	SERVICE	\$144.20
NORTHWEST COMM NETWORK	SERVICE	\$430.00
REDING GRAVEL & EXC.	SUPPLIES	\$30.08
RION EQUIPMENT	MATERIALS	\$4,128.30
RUHNKE BROTHERS INC	SUPPLIES	\$3,094.18
SCOTT SEWICK	WINDOW REBATE	\$1,500.00
WESCO DISTRIBUTION INC.	SUPPLIES	\$504.06
LUCILLE BONDE	REPAIR SERVICES	\$175.00