

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

The board members present were Julie Murphy, Chairperson; Don Heupel, Mike Sabin, and Karen Schaaf, trustees.

Board member Jay Geving was present via telephone.

Others present: John Bilsten, General Manager; Robert Harrington, Secretary and Chief Financial Officer; Greg Bradley, Steve Hoskins, and Justin Oman with Algona YMCA.

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 November 26, 2024, regular minutes, and approval of the monthly vouchers and uncollectable accounts. Trustee Sabin moved to approve the consent agenda, seconded by Trustee Schaaf. The motion carried unanimously.

Voucher Numbers 64780 thru 64883 – General Fund  
Wire Transfers 2233 thru 2272 – General Fund  
ACH transfers 4289 thru 4292 – General Fund  
Payrolls dated 12/06/2024 and 12/20/2024  
Uncollectable accounts dated 10/30/2024 \$1,470.34

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

The YMCA's Executive Director, Greg Bradley, provided an update on the YMCA and the current capital campaign.

Chief Financial Officer Robert Harrington presented November 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 electrical generation sources, winter reliability assessment, advertising spending in the last election cycle, and the Water Department’s successful passing of all aspects of the recent Iowa DNR sanitary survey.

Trustee Heupel moved to approve the Engagement Agreement for Bond Counsel with Ahlers Law Firm, seconded by Trustee Schaaf. The motion carried unanimously.

Trustee Sabin moved to approve Resolution No. 2024 -11 – Approving and authorizing a Loan and Disbursement Agreement by and between the City of Algona and the Iowa Finance Authority and authorizing and providing for the re-issuance of the Water Revenue Capital Loan Notes, Series 2023 (2025 Loan Forgiveness), seconded by Trustee Heupel. The motion carried unanimously.

Trustee Heupel moved to approve Resolution No. 2024-12, Ratifying the Ordering of Bids, Approving Plans, Specifications, and Form of Contract and Notice to Bidder, and Setting a Public Hearing for the 2025 Algona FTTH Project, seconded by Trustee Schaaf. The motion carried unanimously.

The General Manager reviewed the proposed rates for Cable TV. No action was taken.

Trustee Sabin moved to Set a Date and Time for a Public Hearing on Cable TV Rates for January 29, 2025, at 11:00 AM, seconded by Trustee Schaaf. The motion carried unanimously.

Trustee Schaaf moved to approve hiring Kody Campe as a Broadband Tech II, seconded by Trustee Heupel. The motion carried unanimously.

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

Trustee Geving moved to adjourn the meeting, seconded by Trustee Schaaf. The motion carried unanimously. The meeting adjourned at 12:34 P.M.

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Julie Murphy, Chairperson

Attest:

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Robert Harrington, Secretary