

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 January 29, 2025, at 11:00 A.M.

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

Board members Jay Geving and Karen Schaaf were present via telephone.

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

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

Chairperson Murphy opened the Public Hearing on the Proposed Plans and Specifications, Form of Contract, and Estimate of Cost for the 2025 Algona FTTH Project at 11:05 AM. There being no written or oral objections, the Hearing was closed at 11:05 AM.

Chairperson Murphy opened the Public Hearing on the Cable TV Rates at 11:06 AM. There being no written or oral objections, the Hearing was closed at 11:06 AM.

Chief Financial Officer Robert Harrington presented preliminary December 2024 Financial Statements/Operations Trend Charts. Trustee Heupel moved to approve the statements and place them on file, seconded by Trustee Schaaf. The motion carried unanimously.

The General Manager updated the Board on FTTH bids, electrical generation sources, the Top 2024 Customers based upon electrical and water usage, the ISU Renewable Energy Study, the status of the AMU Grid Resiliency Grant, and the results of the Iowa Water Service Line survey.

The General Manager then reviewed the FTTH bids with the Board.

Trustee Sabin moved to approve Resolution No. 2025-01 – Accepting Bid and Awarding Construction Contract for the 2025 Algona FTTH Project to RLM Underground, seconded by Trustee Heupel. The motion carried unanimously.

Trustee Heupel moved to approve Resolution No. 2025-02 – Cable TV Rates, seconded by Trustee Geving. The motion carried unanimously.

Trustee Schaaf moved to approve Resolution No. 2025-03 – Reimbursement Resolutions for Electric Utility Projects, seconded by Trustee Geving. The motion carried unanimously.

Trustee Sabin moved to Set a Date and Time for a Public Hearing on Water Rates for February 26, 2025, at 11:00 AM, seconded by Trustee Heupel. The motion carried unanimously.

Trustee Schaaf moved to review and approve Operating Procedures for Compliance with CPNI Rules, seconded by Trustee Sabin. The motion carried unanimously.

Trustee Heupel moved to Approve the Change in Collateral for the AMU RLF Loan with Taffe Properties, LLC, seconded by Trustee Geving. The motion carried unanimously.

The next Board of Trustees meeting is scheduled for February 26, 2025, at 11:00 A.M.

Trustee Geving moved to adjourn the meeting, seconded by Trustee Schaaf. The motion carried unanimously. The meeting adjourned at 12:25 P.M.

Julie Murphy, Chairperson

Attest:

Robert Harrington, Secretary

The following vouchers were approved:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
UPS	SHIPPING	63.18
NATIONWIDE RETIREMENTSOL	DEFERRED COMPENSATION	3,388.57

ALGONA MUNICIPAL UTILITIES	SERVICES	3,458.06
ALGONA MUNICIPAL UTILITIES	SERVICES	14,140.73
EFTPS TRANSFER	PAYROLL TAXES	27,155.66
NATL CABLE TELEVISION COOP	HARDWARE	607.25
UPS	SHIPPING	20.36
NIMECA	NEAL 4	379,313.63
SISCO	FLEX/MEDICAL EXPENSES	1,369.63
EFT - SALES TAX TRANSFER	SALES TAX	29,324.78
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	7,723.72
AMU PAYROLL	PAYROLL EXPENSES	77,948.36
MIDAMERICAN ENERGY	NEAL 4	145,000.00
CARD CENTER	SUPPLIES/SERVICES	882.06
CARD CENTER	SUPPLIES/SERVICES	2,456.23
CARD CENTER	SUPPLIES/SERVICES	232.45
SISCO	FLEX/MEDICAL EXPENSES	879.74
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	6,827.14
EFTPS TRANSFER	PAYROLL TAXES	26,765.24
UPS	SHIPPING	68.04
UPS	SHIPPING	22.77
CITY OF ALGONA	SEWER EXPENSES	7,877.25
ONLINE SERVICES	COLLECTION SERVICES	64.01
ONLINE SERVICES	COLLECTION SERVICES	16.78
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	740.44
SISCO	FLEX/MEDICAL EXPENSES	1,757.26
TREASURER STATE OF IOWA	EMPLOYEE WITHHOLDING	9,273.60
IPERS	EMPLOYEES RETIRE SYS	36,712.76
TRINITY WIND, LLC	POWER	8,605.00
CITY OF ALGONA	FRANCHISE FEE	4,392.94
NATL CABLE TELEVISION COOP	MATERIALS	2,853.97
NIMECA	RETURNED PAYMENT CREDIT	150,000.00
NATL CABLE TELEVISION COOP	MEMBERSHIP	100.00
AMU PAYROLL	PAYROLL EXPENSES	78,719.38
IOWA STATE BANK	SUPPLIES	113.90
SISCO	FLEX/MEDICAL EXPENSES	2,442.81
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	6,057.14
UPS	SHIPPING	28.59
ALGONA MUNICIPAL UTILITIES	SERVICES	11,174.40
ALGONA MUNICIPAL UTILITIES	SERVICES	3,459.65
SISCO	PREMIUMS	44,311.38
EFTPS TRANSFER	PAYROLL TAXES	37,539.38
US CELLULAR	SERVICE	444.27
EFT - SALES TAX TRANSFER	TAX ON CHARGING CHANGING	4.99
UPS	SHIPPING	24.30
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	720.76
USAC	SUPPORT MECHANISM	1,956.46
CARD CENTER	SUPPLIES/SERVICES	496.26
AFLAC	PREMIUMS	696.90
CARD CENTER	SUPPLIES/SERVICES	52.65
NIMECA	NEAL 4	531,212.11
SISCO	FLEX/MEDICAL EXPENSES	1,827.85
JAY GEVING	TRUSTEE FEE	75.00
DON HEUPEL	TRUSTEE FEE	75.00
JULIE MURPHY	TRUSTEE FEE	75.00
MIKE SABIN	TRUSTEE FEE	75.00
DALE DORNBIER	EMPLOYEE EXPENSES	1,000.00
NOLYN ELLIOTT	EMPLOYEE EXPENSES	2,000.00
STEPHANIE FORTUNE	EMPLOYEE EXPENSES	2,000.00
ROBERT K HARRINGTON	EMPLOYEE EXPENSES	2,000.00
BRIAN HATTEN	EMPLOYEE EXPENSES	2,000.00
ROD JOHNSON	EMPLOYEE EXPENSES	2,000.00
ZACH KEITH	EMPLOYEE EXPENSES	2,000.00
JERRY LARSEN	EMPLOYEE EXPENSES	2,000.00

LINDSEYMOE	EMPLOYEE EXPENSES	2,000.00
KELLIE SIEFKEN	EMPLOYEE EXPENSES	2,000.00
MIKE STRIPLING	EMPLOYEE EXPENSES	1,000.00
JARROD STURTZ	EMPLOYEE EXPENSES	2,000.00
HEATH VILETA	EMPLOYEE EXPENSES	2,000.00
ROD VITZIHUM	EMPLOYEE EXPENSES	1,000.00
ABBYWOLF	EMPLOYEE EXPENSES	2,000.00
JAYGEVING	TRUSTEE FEE	75.00
DON HEUPEL	TRUSTEE FEE	75.00
JULIE MURPHY	TRUSTEE FEE	75.00
MIKE SABIN	TRUSTEE FEE	75.00
ALGONA FIRE DEPARTMENT	SERVICE	500.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES	766.35
CORE & MAIN	SUPPLIES	598.14
EISCHEN SALES INC	SUPPLIES	103.80
ELECTRONIC SPECIALTIES, INC	SERVICES	52.97
KC NIELSEN LTD	TRACTOR	28,860.17
KOSSUTH REG. HEALTH CENTER	TESTING SERVICES	55.00
MIDAMERICAN ENERGY	SERVICES	152.21
NIMECA	NAR TRANSFER FEES 2024	394.88
QWEST DBA CENTURYLINK-IA	SERVICE	305.43
KAREN SCHAAF	TRUSTEE FEE	75.00
MICHAEL STRIPLING	EMPLOYEE EXPENSES	152.55
STUNDAHL CLEANING	CLEANING SERVICES	1,100.00
TANTALUS	EQUIPMENT	12,103.60
UNITY POINT CLINIC	TESTING SERVICES	84.00
RIVER ROAD GOLF CLUB	SERVICES	1,415.00
154I, LLC	WEBSITE EXPENSES	990.00
AHLERS & COONEY, P.C.	LEGAL SERVICES	703.00
ALGONA CHAM. OF COMMERCE	DUES	30.00
ALGONA MACHINE & SUPPLY	MATERIAL	168.54
ALGONA PLG. & HTG.	SUPPLIES	758.46
BOMGAARS	SUPPLIES	1,273.09
BUSCHER BROS. CORPORATION	PARTS	157.25
CHROME TRUCK STOP	FUEL	371.22
CLIMATE CONTROL SYSTEMS	SERVICE AGREEMENT	3,345.00
COOKS SCRAP IRON & METAL	MATERIALS	34.18
CORN BELT POWER COOP	MATERIAL	2,975.21
DITCH WITCH	SUPPLIES	62.81
DALE DORNBIER	EMPLOYEE EXPENSES	13.00
ERPELDING EXCAVATING ENT	SERVICES	1,970.50
FORCE FITTERS	EMPLOYEE CLOTHING	1,019.60
GRAYBAR ELECTRIC CO INC	MATERIALS	2,967.87
HAWKINS INC.	CHEMICALS	2,958.24
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	6,000.00
IRBY	EQUIPMENT	52,430.00
KOSSUTH COUNTY ADVANCE	NEWSPAPER	75.00
MIDAMERICAN ENERGY	SERVICES	438.41
NEONOVA NETWORK SERVICES	SECURE IT SERVICES	29.40
NORTHWEST COMM NETWORK	BANDWIDTH SERVICES	616.50
PIITNEY-BOWES INC.	EQUIPMENT LEASE	304.05
SUBSURFACE SOLUTIONS	REPAIR SERVICES	518.56
WESCO DISTRIBUTION INC.	MATERIAL	660.62
ZACH WILTSE	EMPLOYEE EXPENSES	64.02
KAMPEN'S CATERING	SERVICES	750.58
A & M LAUNDRY	SERVICE	86.00
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	80.25
ALGONA PUBLISHING CO.	ADVERTISING	730.41
ALGONA WELDING & MACHINE	SERVICE	30.00
ARNOLD MOTOR SUPPLY	PARTS	321.31
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	1,235.00
COOKS SCRAP IRON & METAL	NITROGEN	41.78

COOP RESPONSE CENTER	SERVICES	2,015.95
DAKOTA SUPPLY GROUP	MATERIAL	66.38
DISPLAY SYSTEMS INTL	WEATHER GRAPHICS	550.00
DUMP IT INC.	SERVICE	443.79
ED'S SERVICE STATION	FUEL	1,249.25
ERPELDING EXCAVATING ENT	SERVICES FOR WATER LEAK	4,743.07
TIMERPELDING	WIND PARKEASEMENT	8,536.47
FAST LANE AUTO CARE	SUPPLIES	125.19
FENWAY SYSTEMS, LLC	SCADA CONSULTING	3,200.00
FORCE FITTERS	EMPLOYEE CLOTHING	508.21
FORGE & BUILD UH LLC	SUPPLIES	197.65
HYGIENIC LABORATORY - AR	TESTING SERVICES	549.10
IOWA ASSN OF MUNI UTILITIES	SAFETY TRAINING SERVICES	4,741.43
JACKS OK TIRE SERVICE	SERVICES	341.33
KLGA & KLGZ	ADVERTISING	1,514.50
LICHTER GARAGE OPENER SER	REPAIR AND SERVICE	325.00
METERING & TECH SOL	METERS	390.34
MRI SOFTWARE LLC	EMPLOYMENT REPORT	48.10
NAIL INFO SOLUTIONS COOP	CONFERENCE REGISTRATIONS	4,380.00
NORTH IOWA MECHANICAL	SUPPLIES	38.52
NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	117,606.65
OAK HILL CONSULTING	ENGINEERING SERVICES	3,976.00
TANTALUS	SOFTWARE LICENSE	11,319.60
VAN WERT INC	ELECTRIC METERS	14,124.00
WESCO DISTRIBUTION INC.	SUPPLIES	54.96
ZIEGLER INC.	SERVICES	28,220.39
SHANDRACHEEVERS	WINDOW REBATE	429.37
JIMMY HARKEY	CREDIT BALANCE REFUND	97.15
DAKOTA JISE BRAND	CREDIT BALANCE REFUND	231.25
ROB KING	CREDIT BALANCE REFUND	134.30
ALICE LUEDTKE	CREDIT BALANCE REFUND	11.41
SIRLEY MORFFI ENRIQUEZ	CREDIT BALANCE REFUND	196.19
STEVEN KATHLEEN NELSON	HEAT PUMPS REBATE	900.00
MICHAEL RUSCH	WINDOW REBATE	1,700.00
BEVERLY A SKADBURG	CREDIT BALANCE REFUND	49.81
TRENDS SALON	LIGHTING REBATE	34.00
BRANDON J WILLIAMS	CREDIT BALANCE REFUND	24.41
ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	11,311.85
ADIRAN, INC	SUPPORT SERVICES	9,145.00
AUREON NETWORK SERVICES	NETWORK SERVICES	7,374.83
BUCHANAN BIBLER, GABOR & MEIS	LEGAL SERVICES	550.00
CINTAS CORPORATION	SUPPLIES	382.70
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	329.84
DAKOTA SUPPLY GROUP	MATERIALS	441.50
DGR ENGINEERING	ENGINEERING SERVICES	12,300.00
FAREWAY STORES	SUPPLIES	34.41
HY-VEE	SUPPLIES	273.24
JOHNSTON AUTO STORES	SUPPLIES	133.93
KOSSUTH COUNTY 911	911 SURCHARGE	2,808.46
MAGUIRE IRON, INC	MAINTENANCE PLAN	95,153.00
MIDAMERICAN ENERGY CO.	SERVICES	469.91
NAIL INFO SOLUTIONS COOP	SOFTWARE SERVICES	16,537.69
NIMECA	IOWA AREA DVP INVEST	26,487.00
SECURE SHRED SOLUTIONS, LLC	SERVICES	220.00
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH	206.25
THREADS	EMPLOYEE CLOTHING	132.68
SHARON JOHNSON	CREDIT BALANCE REFUND	17.78
KEVIN HILSABECK	EMPLOYEE EXPENSES	17,137.88
ACCESS SYSTEMS	EQUIPMENT	289.68
ALGONA CHAM. OF COMMERCE	CHAMBER EVENT	270.00
ALGONA MUNICIPAL UTILITIES	PETTY CASH - EXPENSES	105.82
ALGONA PLG. & HTG.	PARTS	133.80

BLACKHAWKSPRINKLERS INC	INSPECTION SERVICES	130.00
BOMGAARS	SUPPLIES	360.95
KODYCAMPE	EMPLOYEE EXPENSES	288.84
CARD CENTER	SUPPLIES/SERVICES	1,517.89
CENTURYLINK	SERVICE	197.90
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	228.46
DGR ENGINEERING	ENGINEERING SERVICES	7,197.81
NOLYN ELLIOTT	EMPLOYEE EXPENSES	174.91
FORCE FITTERS	EMPLOYEE CLOTHING	161.81
HARBISON FENCING, LLC	SERVICES	9,630.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	6,000.00
MAIN STREET SPECIALTIES, LLC	SUPPLIES	543.41
NORTHWEST COMM NETWORK	BANDWIDTH	2,704.00
OVERHEAD DOOR COMPANY	STEEL DOOR	6,350.00
QWEST DBA CENTURYLINK-IA	SERVICE	305.43
KAREN SCHAAF	TRUSTEE FEE	75.00
SPENCER MUNICIPAL UTILITIES	SERVICES	90.95
STUNDAHL CLEANING	CLEANING SERVICE	1,100.00
THE WATER CONNECTION	SUPPLIES	62.50
THREADS	EMPLOYEE CLOTHING	10.70
US LAND GRID, INC	GIS SERVICES	1,250.00
VANTAGE POINT	CONSULTING SERVICES	2,130.00
ALEXANDER PEREZ GARCIA	CREDIT BALANCE REFUND	220.00