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 May 7, 2025, at 11:00 A.M.

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

Others present: John Bilsten, General Manager; Jennifer Harrington, General Counsel; Robert Harrington, Secretary and Chief Financial Officer; Abby Wolf, Senior Accountant; Alex Friedrich, Communications Manager.

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 April 9, 2025, and April 21, 2025, regular minutes, and approval of the monthly vouchers and uncollectable accounts. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Geving. The motion carried unanimously.

Citizens' opportunity to address the Board of Trustees – no citizens in attendance or on the phone.

Trustee Sabin moved to go into closed session at 11:02 A.M., pursuant to Iowa Code 21.5(1)(c) to discuss strategy with legal counsel in matters presently in litigation, or where litigation is imminent, if disclosure would be likely to prejudice or disadvantage the board in that litigation, seconded by Trustee Heupel. Roll Call votes were as follows: Geving-Yes, Heupel-Yes, Sabin-Yes, Schaaf-Yes, Murphy-Yes. Motion carried unanimously.

Trustee Geving moved to end the closed session at 11:18 A.M., seconded by Trustee Schaaf. Roll Call votes were as follows: Geving-Yes, Heupel-Yes, Sabin-Yes, Schaaf-Yes, Murphy-Yes. Motion carried unanimously.

Trustee Geving moved to declare RLM Underground LLC to be in default of the contract for the 2025 Algona FTTH Project and to terminate if default is not cured within 7 days, and authorize legal counsel to communicate with RLM Underground, seconded by Trustee Heupel. The motion carried unanimously.

Trustee Schaaf moved to authorize legal counsel to initiate a claim on the performance bond if the contract is terminated and authorize legal counsel to communicate with RLM Underground, seconded by Trustee Sabin. The motion carried unanimously.

The Chief Financial Officer presented the March 2025 Financial Statements/Operations Trend Charts. Trustee Sabin moved to approve and place the statements on file, seconded by Trustee Schaaf. The motion carried unanimously.

The General Manager updated the Board on March electric generation resources, Moody's 2025 Electric Notes rating, FEMA funds for June 2024 flooding, the U.S. Department of Energy Grid Resilience Grant, a potential solar project, Southwest Power Pool electrical generation reserve requirements, and economic development activities.

Trustee Sabin moved to table Resolution No. 2025-11—Ratifying the Ordering of Bids, Approving Plans, Specifications, and Form of Contract and Notice to Bidder, and Setting Public Hearing—2025 Algona FTTH Project, seconded by Trustee Heupel. The motion carried unanimously.

Trustee Heupel moved to approve hiring Brett Collins for the power plant at Grade 8, Step 5, and moving Zach Keith to Grade 11 -Step 5 retroactively effective on 4/19/25 as he has completed the third-year step requirements of the Electric Line Worker Apprenticeship Program, seconded by Trustee Geving. The motion carried unanimously.

Trustee Sabin moved to approve the 2025-2026 Grade Order List, effective with payroll beginning July 3, 2025, seconded by Trustee Schaaf. The motion carried unanimously.

Trustee Schaaf moved to approve the Professional Service Agreement with Total Rewards Consulting, formerly Carlson Dettmann Consulting, seconded by Trustee Heupel. The motion carried unanimously.

The next Board of Trustees meeting is scheduled for May 14, 2025, at 12:00 P.M.

Trustee Geving moved to adjourn the meeting, seconded by Trustee Heupel. The motion carried unanimously, and the meeting was adjourned at 11:59 A.M.

/s/ Julie Murphy Julie Murphy, Chairperson

Attest:

/s/ Robert Harrington Robert Harrington, Secretary

The following vouchers were approved:

VENDOR US CELLULAR CHASE MANHATTAN BANK AMU PAYROLL DESCRIPTION SERVICES SUPPLIES PAYROLL EXPENSES <u>AMOUNT</u> \$450.02 \$177.89 \$80,216.89 NIMECA NEAL4 \$576,451,49 SISCO PREMIUMS \$46,984.49 UPS SHIPPING \$20.90 UPS SHIPPING \$64.41 UPS SHIPPING \$20.94 FLEX/MEDICAL EXPENSES SISCO \$6,355.63 NATIONWIDE RETIREMENT SOL DEFERRED COMPENSATION \$3,717.14 EFT-SALES TAXTRANSFER WATER SERVICE EXCISE TAX \$7,660.97 EFT-SALES TAXTRANSFER SALES TAXREMITTANCE \$34,010.05 **FFTPS TRANSFER** PAYROLL TAXES \$26,740.55 CARD CENTER **SUPPLIES** \$617.99 CARD CENTER **SUPPLIES** \$3,792.33 CARD CENTER **SUPPLIES** \$207.32 IADEPTOF REVENUE PROPERTYTAX \$398.28 SISCO FLEX/MEDICAL \$3,943.26 **UPS** SHIPPING \$41.14 **SUPPLIES** CHASE MANHATTAN BANK \$5.268.64 NATL CABLE TELEVISION COOP MEMBERSHIP \$100.00 SISCO FLEX/MEDICAL \$779.96 CITYOF ALGONA **CITYSEWER USAGE** \$8,872.97 CITYOF ALGONA **FRANCHISE FEE** \$5,594.61 TRINITYWIND, LLC POWER PURCHASED \$10,670.00 AFI AC PREMIT IMS \$718.54 SISCO FLEX/MEDICAL \$1,069.70 AMUPAYROLL **PAYROLL EXPENSES** \$77,416.23 **ONLINE SERVICES COLLECTION SERVICES** \$93.91 **ONLINE SERVICES COLLECTION SERVICES** \$102.75 EFT-FEDERALEXCISE TAX FEDERAL EXCISE TAX \$714.09 NATIONWIDE RETIREMENT SOL DEFERRED COMPENSATION \$3,762.14 IPS SHIPPING \$12.55 EFTPS TRANSFER PAYROLL TAXES \$26,191.65 \$36,634.18 **IPERS** EMP RETIREMENT SYSTEM US POSTAL SERVICE (POSTAGE) MACHINE RENTAL \$1,000.00 NATIONAL CABLE TELEVISION COOP MEMBERSHIP \$100.00 SHIPPING CHARGE UPS \$12.55 TRS FUND CONTRIBUTION INTERSTATE TRS FUND \$720.76 SISCO FLEX/MEDICAL \$2,122.62 US CELLUI AR SERVICE \$497.84 **ALGONAMUNICIPAL UTILITIES** SERVICE \$3,651.73 **ALGONAMUNICIPAL UTILITIES** SERVICE \$13,786.43 TREASURER STATE OF IOWA TREASURER-STATE \$6,923.60 SISCO PREMIUMS \$46,984.49 SISCO FLEX/MEDICAL \$382.24 AMUPAYROLL PAYROLLEXPENSES \$79,579.34 NATIONWIDE RETIREMENTSOL DEFERRED COMPENSATION \$3,622.14 UPS SHIPPING \$39.02 USAC SUPPORTSERVICES \$2,270.44 CARD CENTER **EXPENSES** \$390.76 **EXPENSES** CARD CENTER \$220.00 NIMECA NEAL4 \$461,562.07 **UPS** SHIPPING \$19.81 EFT-SALES TAXTRANSFER WATER SERVICE EXCISE TAX \$7,867.47 EFT-SALES TAXTRANSFER SALES TAXREMITTANCE \$31,225.28 EFTPS TRANSFER PAYROLL TAXES \$26,459.68 SISCO FLEX/MEDICAL EXPENSES \$1,587.82 CARD CENTER **EXPENSES** \$3,871.39 CHASE MANHATTAN BANK **EXPENSES** \$2,389.46 **JAYGEVING TRUSTEE FEE** \$75.00 DON HEUPEL TRUSTEE FEE \$75.00 TRUSTEE FEE JULIE MURPHY \$75.00 MIKE SABIN **TRUSTEE FEE** \$75.00 A&MLAUNDRY SERVICE \$43.00

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ACCESS SYSTEMS	EQUIPMENT	\$2,834.66
ACCU-STEEL, INC	SUPPLIES	\$50.16
ALGONAPLG. &HTG.	PART	\$24.00
ALGONA PUBLIC LIBRARY	ADVERTISING	\$250.00
ALGONAPUBLISHING CO.	SUBSCRIPTION RENEWAL	\$63.00
BUSCHER BROS. CORPORATION	PART	\$139.10
CONSORTIACONSULTING, INC.	CONSULTING SUPPORT	\$1,200.00
COOKS SCRAP IRON & METAL	SHOP	\$604.91
EISCHEN SALES INC	SUPPLIES	\$149.48
FAREWAYSTORES	SUPPLIES	\$39.14
FORCE FITTERS	EMPLOYEE CLOTHING	\$937.00
GRAYBAR ELECTRIC CO INC	MATERIALS	\$158,126.79
HY-VEE	SUPPLIES	\$13.63
IOWAONE CALL	LOCATION SERVICES	\$31.20
JESTER INSURANCE SERVICES	PREMIUMS	\$9,300.52
JOHN DEERE FINANCIAL METLIFE SMALL BUSINESS CENTER	PARTS PREMIUMS	\$601.17 \$7.204.01
MIDAMERICAN ENERGY	SERVICES	\$7,294.01 \$149.51
NALCO COMPANY	CHEMICALS	\$149.31
NALCO COMI ANI NORTHWEST COMMNETWORK	BANDWIDTH	\$2,730.90 \$616.50
PIINEY-BOWES INC.	RENTALFEES	\$304.05
QWESTDBACENTURYLINK-IA	SERVICE	\$8.57
QWESTDBACENTURYLINK-IA	SERVICE	\$305.43
SKARSHAUG TESTING LABS	TESTING	\$2,723.35
ROD VIIZIHUM	EMPLOYEE EXPENSE	\$36.99
CAROLFEYE	APPLIANCE REBATE	\$50.00
154I, LLC	WEBSITE SERVICES	\$90.00
ACCESS SYSTEMS	RENEWALFEES	\$571.12
ALGONACHAM OF COMMERCE	EMPLOYEE SERVICE AWARD	\$100.00
ALGONAPLG. &HTG.	PARTS	\$26.00
ALGONA WELDING & MACHINE	REPAIR SERVICES	\$85.00
ARNOLD MOTOR SUPPLY	SUPPLIES	\$300.34
BOLTON & MENK, INC.	ENGINEERING SERVICE	\$3,800.00
BOMGAARS	SUPPLIES	\$631.31
BORDER STATES INDUSTRIES	SUPPLIES	\$228.16
CULVER - HAHN ELECTRIC SUPPLY	MATERIALS	\$710.68
DAKOTA SUPPLY GROUP	MATERIALS	\$1,227.25
DISPLAYSYSTEMS INTL	WEATHER GRAPHICS	\$550.00
DUMP ITINC.	SERVICE MATERIALS	\$344.27 \$1,212.00
FLETCHER-REINHARDTCOMPANY GRAYBAR ELECTRIC CO INC	MATERIALS MATERIALS	\$1,212.90 \$18.021.60
IOWAASSN OF MUNI UTILITIES	E-PAYS LOAN	\$18,021.69 \$10,841.43
KOSSUTH COUNTY ADVANCE	ADVERTISING	\$10,841.43
MIDAMERICAN ENERGY	SERVICES	\$268.76
NEONOVANETWORKSERVICES	SECURE ITPLUS	\$29.40
NORTH IOWACOMM ACTION	CREDIT BALANCE REFUND	\$131.30
PHILS AUTO & TRUCKREPAIR II	PARTS AND SERVICES	\$660.51
REDING GRAVEL & EXC.	REPAIR SERVICES	\$309.59
THREADS	EMPLOYEE CLOTHING	\$32.10
US LAND GRID, INC	GIS SERVICES	\$1,250.00
WESCO DISTRIBUTION INC.	MATERIALS	\$1,108.52
DUELING PIANOS	INFORMATIONAL DINNER	\$525.00
MARKEISHCEID	WINDOW REBATE	\$1,500.00
MAXINE HOLCOMB	ELECTRIC METER CONVREBATE	\$100.00
KOSSUTH VETERINARY CLINIC	CREDIT BALANCE REFUND	\$15.16
AMBER R SMITH	CREDITBALANCE REFUND	\$207.77
WAYNE TAPHORN	WINDOW REPLACEMENT	\$1,500.00
ACCESS SYSTEMS	SUPPORTSERVICES	\$4,524.24
ALGONAPLG. &HTG.	PART	\$35.75
ALGONAPUBLISHING CO.	ADVERTISING	\$1,336.79
AMERICAN REGISTRYFOR INTERNET	ANNUAL REGISTRATION	\$1,050.00
BGHS BOOSTER CLUB	ADVERTISING	\$375.00

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07 JOHN BILSTEN	EMPLOYEE EXPENSE	\$137.50
BUSCHER BROS. CORPORATION	SUPPLIES	\$324.90
CONFLUENT	HARDWARE	\$1,144.04
COOP RESPONSE CENTER	SERVICES	\$2,352.17
CULLIGAN	FILTERS	\$150.89
CULVER - HAHN ELECTRIC SUPPLY	MATERIAL	\$840.87
ED'S SERVICE STATION	FUEL	\$1,633.25
FAREWAYSTORES	SUPPLIES	\$16.41
FORCE FITTERS	EMPLOYEE CLOTHING	\$403.54
FORGE & BUILD UH LLC	PARTS	\$181.15
STEVE GRANDGENETT	EMPLOYEE EXPENSE	\$408.70
GRAYBAR ELECTRIC CO INC	MATERIAL	\$978.99
HACH CHEMICALCO.	CHEMICAL	\$358.39
HAWKINS INC.	CHEMICAL TESTING SERVICES	\$6,137.28
HYGIENIC LABORATORY - AR IGLASS NETWORKS	TESTING SERVICES NETWORK SERVICES	\$108.00 \$500.00
JACKS OK TIRE SERVICE	REPAIR SERVICES	\$500.00 \$47.17
KIGA&KIGZ	ADVERTISING	\$47.17
KOSSUTH COUNTYCONCERT	ADVERTISING	\$525.00
KOSSUTH COUNTYTRSFR STAT	WASTE SERVICES	\$21.00
MIDAMERICAN ENERGYCO.	SERVICE	\$469.64
MPOWER TECHNOLOGIES, INC	ANNUALMAINTENANCE	\$3,000.00
MUNICIPALMANAGEMENTCORP	SERVICES	\$500.00
NATIONAL INFO SOLUTIONS COOP	SOFTWARE SERVICES	\$16,793.93
O'REILLY AUTOMOTIVE, INC.	PARTS	\$27.80
OVERHEAD DOOR COMPANY	REPAIR SERVICES	\$920.00
SIGN WORKS	SERVICES	\$40.45
SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH	\$206.25
HEATH VILETA	EMPLOYEE EXPENSE	\$519.06
CLEGG RENTALS	LIGHTING REBATES	\$4.25
CLEGG RENTALS	LIGHTING REBATE	\$107.63
LILA DUNCAN MANUEL FERNANDEZ GARCIA	CREDIT BALANCE REFUND CREDIT BALANCE REFUND	\$222.96 \$267.12
MANUEL FERNANDEZ GARCIA SUNNYGARCIA	CREDIT BALANCE REFUND	\$267.13 \$41.32
NETII RENSHAW	WINDOW REPLACEMENT	\$834.00
LARRYROCHLEAU	WINDOW REPLACEMENT	\$773.68
ROXANA SANTANA GONZALEZ	CREDIT BALANCE REFUND	\$28.99
NORTH IOWACOMM ACTION	CREDIT BALANCE REFUND	\$222.96
AUREON NETWORK SERVICES	NETWORKSERVICES	\$7,003.82
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$75.44
CENTRALIOWADISTRIBUTING	SUPPLIES	\$156.22
CHROME TRUCK STOP	FUEL	\$204.69
CITYOF ALGONA	PILOTPAYMENT TO CITY	\$79,594.00
COOKS SCRAP IRON & METAL	PARTS	\$638.61
GRAYBAR ELECTRIC CO INC	MATERIALS	\$18,643.68
HY-VEE	SUPPLIES	\$311.66
J.H. LARSON COMPANY	MATERIALS	\$13,511.96
K&H COOP OILCO. KOSSUTH COUNTY911	FUEL 911 SURCHARGE	\$486.04 \$2,712.21
MPOWER TECHNOLOGIES, INC	CUSTOMER SUPPORT SERVICE	\$2,712.31 \$225.00
NORTHERN IOWACOMM	PROGRAMMING	\$225.00 \$117,942.88
OAKHILLCONSULTING	CONSULTING SERVICES	\$25,362.50
PMC ADVANTAGE SERVICES, INC	PREMIUMS	\$339,358.00
DANIELSMITH	EMPLOYEE EXPENSE	\$32.00
SPENCER MUNICIPAL UTILITIES	EXPENSES	\$68.22
T.P. ANDERSON COMPANY	AUDITSERVICES	\$12,000.00
TANTALUS	EQUIPMENT	\$1,836.00
TEDDYLENTSCH	REPAIR SERVICES	\$10.00
CHASE MPFEFFER	CREDIT BALANCE REFUND	\$10.92
ALGONACHAM OF COMMERCE	ADERVIISING	\$100.00
CITYOF ALGONA	PILOTPAYMENT-ELECTRIC	\$525,917.00
RL KUHLMANN FARM	CREDIT BALANCE REFUND	\$355.53

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STAR EQUIPMENTLIDPARTS\$72.02DWAYNE NAABCREDITBALANCE REFUND\$66.49	SECURE SHRED SOLUTIONS, LLC	SERVICES	\$80.00
DWAYNE NAAB CREDIT BALANCE REFUND \$66.49	SEMACONNECT, INC.	NETWORKFEES	\$480.00
KARAJNORGAARD CREDITBALANCE REFUND \$43.28			
	KARAJNORGAARD	CREDIT BALANCE REFUND	\$43.28