

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:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
US CELLULAR	SERVICES	\$450.02
CHASE MANHATTAN BANK	SUPPLIES	\$177.89
AMUPAYROLL	PAYROLLEXPENSES	\$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
SISCO	FLEX/MEDICAL EXPENSES	\$6,355.63
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	\$3,717.14
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	\$7,660.97
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	\$34,010.05
EFTPS TRANSFER	PAYROLL TAXES	\$26,740.55
CARD CENTER	SUPPLIES	\$617.99
CARD CENTER	SUPPLIES	\$3,792.33
CARD CENTER	SUPPLIES	\$207.32
IA DEPT OF REVENUE	PROPERTY TAX	\$398.28
SISCO	FLEX/MEDICAL	\$3,943.26
UPS	SHIPPING	\$41.14
CHASE MANHATTAN BANK	SUPPLIES	\$5,268.64
NATL CABLE TELEVISION COOP	MEMBERSHIP	\$100.00
SISCO	FLEX/MEDICAL	\$779.96
CITY OF ALGONA	CITY SEWER USAGE	\$8,872.97
CITY OF ALGONA	FRANCHISE FEE	\$5,594.61
TRINITY WIND, LLC	POWER PURCHASED	\$10,670.00
AFLAC	PREMIUMS	\$718.54
SISCO	FLEX/MEDICAL	\$1,069.70
AMU PAYROLL	PAYROLL EXPENSES	\$77,416.23
ONLINE SERVICES	COLLECTION SERVICES	\$93.91
ONLINE SERVICES	COLLECTION SERVICES	\$102.75
EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	\$714.09
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	\$3,762.14
UPS	SHIPPING	\$12.55
EFTPS TRANSFER	PAYROLL TAXES	\$26,191.65
IPERS	EMP RETIREMENT SYSTEM	\$36,634.18
US POSTAL SERVICE (POSTAGE)	MACHINE RENTAL	\$1,000.00
NATIONAL CABLE TELEVISION COOP	MEMBERSHIP	\$100.00
UPS	SHIPPING CHARGE	\$12.55
INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	\$720.76
SISCO	FLEX/MEDICAL	\$2,122.62
US CELLULAR	SERVICE	\$497.84
ALGONA MUNICIPAL UTILITIES	SERVICE	\$3,651.73
ALGONA MUNICIPAL UTILITIES	SERVICE	\$13,786.43
TREASURER STATE OF IOWA	TREASURER-STATE	\$6,923.60
SISCO	PREMIUMS	\$46,984.49
SISCO	FLEX/MEDICAL	\$382.24
AMU PAYROLL	PAYROLL EXPENSES	\$79,579.34
NATIONWIDE RETIREMENT SOL	DEFERRED COMPENSATION	\$3,622.14
UPS	SHIPPING	\$39.02
USAC	SUPPORT SERVICES	\$2,270.44
CARD CENTER	EXPENSES	\$390.76
CARD CENTER	EXPENSES	\$220.00
NIMECA	NEAL4	\$461,562.07
UPS	SHIPPING	\$19.81
EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	\$7,867.47
EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	\$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
JAY GEVING	TRUSTEE FEE	\$75.00
DON HEUPEL	TRUSTEE FEE	\$75.00
JULIE MURPHY	TRUSTEE FEE	\$75.00
MIKE SABIN	TRUSTEE FEE	\$75.00
A & M LAUNDRY	SERVICE	\$43.00

ACCESS SYSTEMS	EQUIPMENT	\$2,834.66
ACCU-STEEL, INC	SUPPLIES	\$50.16
ALGONAPLG. &HTG.	PART	\$24.00
ALGONAPUBLIC 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	PARTS	\$601.17
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$7,294.01
MIDAMERICAN ENERGY	SERVICES	\$149.51
NALCO COMPANY	CHEMICALS	\$2,756.96
NORTHWEST COMMNETWORK	BANDWIDTH	\$616.50
PITNEY-BOWES INC.	RENTAL FEES	\$304.05
QWEST DBACENTURYLINK-IA	SERVICE	\$8.57
QWEST DBACENTURYLINK-IA	SERVICE	\$305.43
SKARSHAUG TESTING LABS	TESTING	\$2,723.35
ROD WIZI THUM	EMPLOYEE EXPENSE	\$36.99
CAROL FEYE	APPLIANCE REBATE	\$50.00
154I, LLC	WEBSITE SERVICES	\$90.00
ACCESS SYSTEMS	RENEWAL FEES	\$571.12
ALGONA CHAM. 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
DISPLAY SYSTEMS INTL	WEATHER GRAPHICS	\$550.00
DUMP IT INC.	SERVICE	\$344.27
FLETCHER-REINHARDT COMPANY	MATERIALS	\$1,212.90
GRAYBAR ELECTRIC CO INC	MATERIALS	\$18,021.69
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$10,841.43
KOSSUTH COUNTY ADVANCE	ADVERTISING	\$100.00
MIDAMERICAN ENERGY	SERVICES	\$268.76
NEONOVANETWORK SERVICES	SECURE IT PLUS	\$29.40
NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	\$131.30
PHILS AUTO & TRUCK REPAIR 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
MARK EISHCEID	WINDOW REBATE	\$1,500.00
MAXINE HOLCOMB	ELECTRIC METER CONV REBATE	\$100.00
KOSSUTH VETERINARY CLINIC	CREDIT BALANCE REFUND	\$15.16
AMBER R SMITH	CREDIT BALANCE REFUND	\$207.77
WAYNE TAPHORN	WINDOW REPLACEMENT	\$1,500.00
ACCESS SYSTEMS	SUPPORT SERVICES	\$4,524.24
ALGONAPLG. &HTG.	PART	\$35.75
ALGONAPUBLISHING CO.	ADVERTISING	\$1,336.79
AMERICAN REGISTRY FOR INTERNET	ANNUAL REGISTRATION	\$1,050.00
BGHS BOOSTER CLUB	ADVERTISING	\$375.00

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
FAREWAY STORES	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 CHEMICAL CO.	CHEMICAL	\$358.39
HAWKINS INC.	CHEMICAL	\$6,137.28
HYGIENIC LABORATORY - AR	TESTING SERVICES	\$108.00
IGLASS NETWORKS	NETWORK SERVICES	\$500.00
JACKS OK TIRE SERVICE	REPAIR SERVICES	\$47.17
KLGA & KLGZ	ADVERTISING	\$1,189.00
KOSSUTH COUNTY CONCERT	ADVERTISING	\$525.00
KOSSUTH COUNTY TRSF R STAT	WASTE SERVICES	\$21.00
MIDAMERICAN ENERGY CO.	SERVICE	\$469.64
MPOWER TECHNOLOGIES, INC	ANNUAL MAINTENANCE	\$3,000.00
MUNICIPAL MANAGEMENT CORP	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	CREDIT BALANCE REFUND	\$222.96
MANUEL FERNANDEZ GARCIA	CREDIT BALANCE REFUND	\$267.13
SUNNY GARCIA	CREDIT BALANCE REFUND	\$41.32
NETTI RENSHAW	WINDOW REPLACEMENT	\$834.00
LARRY ROCHLEAU	WINDOW REPLACEMENT	\$773.68
ROXANA SANTANA GONZALEZ	CREDIT BALANCE REFUND	\$28.99
NORTH IOWA COMM ACTION	CREDIT BALANCE REFUND	\$222.96
AUREON NETWORK SERVICES	NETWORK SERVICES	\$7,003.82
BORDER STATES INDUSTRIES, INC	SUPPLIES	\$75.44
CENTRAL IOWA DISTRIBUTING	SUPPLIES	\$156.22
CHROME TRUCK STOP	FUEL	\$204.69
CITY OF ALGONA	PILOT PAYMENT 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 OIL CO.	FUEL	\$486.04
KOSSUTH COUNTY 911	911 SURCHARGE	\$2,712.31
MPOWER TECHNOLOGIES, INC	CUSTOMER SUPPORT SERVICE	\$225.00
NORTHERN IOWA COMM	PROGRAMMING	\$117,942.88
OAK HILL CONSULTING	CONSULTING SERVICES	\$25,362.50
PMC ADVANTAGE SERVICES, INC	PREMIUMS	\$339,358.00
DANIEL SMITH	EMPLOYEE EXPENSE	\$32.00
SPENCER MUNICIPAL UTILITIES	EXPENSES	\$68.22
T.P. ANDERSON COMPANY	AUDIT SERVICES	\$12,000.00
TANTALUS	EQUIPMENT	\$1,836.00
TEDDY LENTSCH	REPAIR SERVICES	\$10.00
CHASE MPFEFFER	CREDIT BALANCE REFUND	\$10.92
ALGONA CHAM. OF COMMERCE	ADVERTISING	\$100.00
CITY OF ALGONA	PILOT PAYMENT - ELECTRIC	\$525,917.00
RL KUHLMANN FARM	CREDIT BALANCE REFUND	\$355.53

A&MLAUNDRY	SERVICES	\$43.00
ALGONACHAM OF COMMERCE	ADVERTISING	\$350.00
ALGONAPLG. &HTG.	SUPPLIES	\$22.00
AMERICAN PUBLIC POWER ASSOC.	DEED MEMBERSHIP	\$1,368.84
AMERICAN WATER WORKS ASSN	MEMBERSHIP DUES	\$450.00
BOMGAARS	SUPPLIES	\$1,053.11
BORDER STATES INDUSTRIES, INC	MATERIALS	\$525.43
CADDYSHACK	ADVERTISING	\$250.00
CENTURYLINK	SERVICE	\$198.03
CINTAS CORPORATION #754	SUPPLIES	\$317.60
COMMSUPPLYSERVICE ASSOC.	MATERIALS	\$5,831.22
DGR ENGINEERING	ENGINEERING SERVICES	\$7,013.00
ERPELDING EXCAVATING ENT	REPAIR SERVICES	\$4,980.25
FLETCHER-REINHARDT COMPANY	MATERIALS	\$1,591.72
FORCE FITTERS	EMPLOYEE CLOTHING	\$1,233.41
GRAYBAR ELECTRIC CO INC	MATERIALS	\$51,471.28
BRIAN HATTEN	EMPLOYEE EXPENSE	\$225.52
IRBY	SUPPLIES	\$19,439.76
J.H. LARSON COMPANY	SERVICES	\$357.27
JCL SOLUTIONS	SUPPLIES	\$98.73
JOHNSTON AUTOSTORES	SUPPLIES	\$203.50
METLIFE SMALL BUSINESS CENTER	PREMIUMS	\$7,294.01
MIDAMERICAN ENERGY	SERVICE	\$147.64
QWEST DBA CENTURYLINK-IA	SERVICE	\$305.43
KEVIN RASH	EMPLOYEE EXPENSE	\$122.01
REDING GRAVEL & EXC.	MATERIALS	\$57.38
SAFETEK-KLEEN SYSTEMS, INC	PARTS	\$263.57
SECURE SHRED SOLUTIONS, LLC	SERVICE	\$54.00
SIGN WORKS	SERVICES	\$186.18
VANTAGE POINT	SERVICES	\$6,600.00
WESCO DISTRIBUTION INC.	MATERIALS	\$4,128.81
BRETT VENTEICHER	ELECTRIC METER CONVBATE	\$100.00
STUNDAHL CLEANING	CLEANING SERVICE	\$1,100.00
154I, LLC	WEBSITE SERVICES	\$60.00
ACCESS SYSTEMS	ANNUAL RENEWAL OF LICENSE	\$6,381.48
ALGONAPLG. &HTG.	PARTS	\$22.00
ARNOLD MOTOR SUPPLY	PARTS	\$517.92
BLACKHAWK SPRINKLERS INC	FIRE SPRINKLER INSPECTION	\$130.00
BUGS N STUFF	PEST CONTROL	\$139.10
BUSCHER BROS. CORPORATION	PARTS	\$5.93
CONSORTIA CONSULTING, INC.	CONSULTING SUPPORT	\$1,200.00
DAKOTA SUPPLY GROUP	MATERIALS	\$1,399.94
DEGEN EXTINGUISHER & REPAIR	EXTINGUISHER INSPECTION	\$623.50
DALE DORNBIER	EMPLOYEE EXPENSE	\$3,599.22
ERPELDING EXCAVATING ENT	SERVICES	\$4,221.75
GRAYBAR ELECTRIC CO INC	MATERIALS	\$240,001.68
HCP SPLICING SERVICES	SPLICING SERVICES	\$1,440.00
IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	\$6,000.00
IRBY	SUPPLIES	\$337.05
IWL A CLAY TARGET ACCOUNT	ADVERTISING	\$100.00
KEMCO TIRES, INC.	PARTS AND SERVICE	\$1,044.36
METERING & TECHNOLOGY SOL	EQUIPMENT	\$977.76
MIDAMERICAN ENERGY	SERVICE	\$183.26
MINSAIT ACS	ANNUAL SUPPORT SERVICES	\$12,017.22
NORTHWEST COMM NETWORK	BANDWIDTH	\$616.50
KAREN SCHAAF	TRUSTEE FEE	\$75.00
SECURE SHRED SOLUTIONS, LLC	SERVICES	\$80.00
SEMA CONNECT, INC.	NETWORK FEES	\$480.00
STAR EQUIPMENT LTD	PARTS	\$72.02
DWAYNE NAAB	CREDIT BALANCE REFUND	\$66.49
KARAJ NORGAARD	CREDIT BALANCE REFUND	\$43.28