

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 22, 2020 at 11:00 AM

Present: Julie Murphy, Chairperson; Trustees – Karen Schaaf, Dave Golwitzer, Don Heupel and Jay Geving via telephone.

Also present: John Bilsten, General Manager; Sandra Batt, Secretary – Chief Financial Officer and Scott Buchanan, General Counsel.

Chairperson Murphy called the meeting to order at 11:00 AM

The consent agenda included roll call, adoption of the agenda, approval of the December 23, 2019 regular minutes and approval of the monthly vouchers and uncollectible accounts. Trustee Golwitzer moved to approve the consent agenda, seconded by Trustee Schaff. Motion carried unanimously.

Financial Statements for November 2019 were presented by the Chief Financial Officer. Trustee Heupel moved to approve the Financial Statements and place them on file, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager provided updates on the billing software conversion, the SmartHub payment application and the Attachment H Return on Equity filing.

Citizen David Foth arrived at the meeting at 11:30 AM

The General Manager provided information from the DGR Engineering 2019 Water Rate Study. The Study evaluated the revenue requirements, provided a cost allocation strategy and recommended rates that will recover the cost of service for the AMU Water Utility. Financial Statement comparisons have been made with the study to confirm the amount of the recommended increase.

Trustee Schaaf moved to set February 26, 2020 at 11:00 AM for a Public Hearing on the 2020 Water Rates. Trustee Heupel seconded the motion. Motion carried.

NRS Iowa Solar Holdings, LLC would like to enter into a solar rights option agreement on land owned by AMU that borders the west side of Ridgley Street in Algona. NRS Solar would lease between 12 and 15 acres of the property at an annual lease payment of \$250/acre. The initial term of the lease would be 26 years with an option to extend up to 10 years after the initial lease term. The final lease term would match the Purchase Power Agreement (PPA) entered by North Iowa Municipal Electric Cooperative Association (NIMECA). NRS has filed an interconnection application with AMU. The interconnection study would be conducted by DGR Engineering and the cost would be reimbursed to AMU by NRS. Trustee Golwitzer moved to approve the Solar Rights Option Agreement with NRS Iowa Solar Holdings, LLC and authorize the General Manager to execute the agreement along with authorization of DGR Engineering to complete the solar interconnection study. Trustee Heupel seconded the motion. Motion carried.

The General Manager provided information regarding a Non-Electric Utility Facility Arc Flash Assessment. Discussion followed. Trustee Schaaf moved to approve an agreement with DGR Engineering for a Non-Electric Utility Facility Arc Flash Assessment with a cost not to exceed \$14,200. Trustee Golwitzer seconded the motion and the motion carried.

A tree replacement program was introduced by the General Manager. The program would allow citizens to apply for a rebate for planting trees on their own private property. Discussion followed. No action was taken.

The next meeting is scheduled for February 26, 2020 at 11:00 AM

Upon motion and vote, the meeting adjourned at 11:45 AM

/s/ Julie Murphy  
Julie Murphy, Chairperson

Attest:

/s/ Sandra M. Batt  
Sandra M. Batt, Secretary

The following vouchers were approved:

CK #	VENDOR	DESCRIPTION	AMOUNT
	PAYROLL		\$ 131,592.37
55278	5 STONE SALVAGE	CUSTOMER REFUND	59.07
55279	ALGONA PLG. & HTG.	UNIT 3	8.60
55280	ALTEC INDUSTRIES INC.	PART AND SERV UNIT 9	3,158.09
55281	ANDERSON, JERRY	CUSTOMER REFUND	4.18
55282	BARCO MUN. PRODUCTS INC.	HYDRA FINDER	694.30
55283	MILES L BERTE	CUSTOMER REFUND	21.26
55284	VICKIE BIERSTEDT	CUSTOMER REFUND	30.82
55285	BORDER STATES ELECTRIC	SUPPLIES	1.72
55286	LUKE BRENIZEL	CUSTOMER REFUND	7.73
55287	CENTRAL IOWA DISTRIBUTING	SUPPLIES	101.20
55288	CENTURYLINK	SERVICE	139.09

55289	CENTURYLINK	LOCAL MSG REVENUE	0.56
55290	DAVID CLEM	CUSTOMER REFUND	71.99
55291	CONSORTIA CONSULTING BY TELEC	CONSULTING SUPPORT	1,650.00
55292	COOK'S SCRAP IRON & METAL	PART	15.76
55293	DEGEN, ERIC	SUPPLIES	13.00
55294	DGR ENGINEERING	COMPREHENSIVE STUDY-WATER	7,655.52
55295	DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	33.00
55296	DAN DUNNE	CUSTOMER REFUND	148.57
55297	FABER, ADRA	CUSTOMER REFUND	25.45
55298	FASTENAL COMPANY	SUPPLIES	280.03
55299	JERRY GARRETT	CUSTOMER REFUND	156.90
55300	JAY GEVING	TRUSTEE FEE	75.00
55301	GIRTZ ENGINEERED PERFORMANCE	COOPER UNIT 6	1,396.30
55302	GM CONTRACTING, INC	MAIN ST WATER MAIN IMPROV	41,512.97
55303	DAVID GOLWITZER	TRUSTEE FEE	75.00
55304	STEVE GRANDGENETT	SAFETY CLASS/TRNNG SUPPLIES	70.30
55305	DANIEL/THERESA GRIFFIN	CUSTOMER REFUND	7.73
55306	HACH CHEMICAL CO.	TESTING	3,000.00
55307	DON HEUPEL	TRUSTEE FEE	75.00
55308	JUSTIN HODGE	CUSTOMER REFUND	60.00
55309	HY-VEE	SUPPLIES	240.49
55310	I&S GROUP, INC	MAIN ST WATER PROJECT	5,976.95
55311	IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	6,000.00
55312	IOWA COMMUNICATIONS ALLIANCE	MEMBERSHIP RENEWAL-CLEC	4,868.08
55313	IOWA ONE CALL	LOCATES	172.60
55314	IRBY	1074 VT	153.28
55315	JOHN DEERE FINANCIAL	PARTS	627.04
55316	JOHNSTON AUTOSTORES	PARTS	13.31
55317	KEMCO TIRES, INC.	PARTS AND SERVICE	54.80
55318	ARTHUR/FRIDHA LUNA/BLANCO MURILLO	CUSTOMER REFUND	5.33
55319	DAN MCCALL	CUSTOMER REFUND	9.33
55320	METERING & TECHNOLOGY SOLUTIONS	METERS	1,555.82
55321	METLIFE SMALL BUSINESS CENTER	PREMIUMS	3,414.14
55322	MIDAMERICA COMP CORP	STATEMENT POSTAGE	4,432.80
55323	MOTOR INN OF ALGONA INC	MOUNTED AND BALANCED TIRES	728.62
55324	JULIE MURPHY	TRUSTEE FEE	75.00
55325	NATIONAL INFORMATION SOLUTIONS COOP	IMPL-MILESTONE PMT	24,690.35
55326	NIMECA	HEARING SUPPORT 11/2-11/29/19	1,658.48
55327	LAWRENCE NOREM	CUSTOMER REFUND	30.70
55328	SAMUEL NORLAND	CUSTOMER REFUND	138.64
55329	KYLE J OCKERFELS	CUSTOMER REFUND	50.26
55330	LOIS PECK	CUSTOMER REFUND	28.51
55331	POWER & TELEPHONE SUPPLY	MOCA	1,065.83
55332	JUNE PRESTHUS	CUSTOMER REFUND	25.45
55333	PROFESSIONAL COMPUTER SOLUTIONS LLC	UTILISMART FOR DEC	887.30
55334	REDING GRAVEL & EXC.	FINN DR WATER MAIN IMPRV	59,886.70
55335	JULIO C SANTANA SARMIENTO	CUSTOMER REFUND	88.92
55336	KAREN SCHAAF	TRUSTEE FEE	75.00
55337	SLIPSTREAM	LED-NOV	720.63
55338	LARRY/KAY SMITH	CUSTOMER REFUND	116.81
55339	ELIZABETH J SMITH	CUSTOMER REFUND	13.18
55340	KERRY STRIPLING	CUSTOMER REFUND	16.08
55341	STUNDAHL CLEANING	OFFICE CLEANING	1,000.00
55342	TEAMWORK TECHNOLOGY & INTEGRATION	WELL 5	886.80
55343	PATRICK M THILGES	CUSTOMER REFUND	142.99
55344	VERMEER	FILTER	230.90
55345	VITZTHUM, ROD	SHOP SUPPLIES	88.72
55346	JANELLE WEILAND	CUSTOMER REFUND	98.69
55347	WESCO DISTRIBUTION INC.	PENC DOME	2,809.07
55348	WILLIAM WIEBELHAUS	CUSTOMER REFUND	90.85
55349	WENDELL WILLRETT	CUSTOMER REFUND	92.03
55350	ACCESS SYSTEMS	REMIT PLUS-NISC	2,796.28
55351	ALGONA MUNICIPAL UTILITIES	PAPERLESS BILLING	16,894.10
55352	AL'S REPAIR	CUSTOMER REFUND	124.81
55353	ALTEC INDUSTRIES INC.	SERVICE FOR C4047	965.40
55354	AMERICAN GLASS COMPANY	WELL #5	21.33
55355	BOMGAARS	SUPPLIES	1,078.44
55356	BORDER STATES ELECTRIC	MISC MATERIAL SIGNS	1,082.02
55357	BUCHANAN BIBLER, GABOR & MEIS	LEGAL SERVICES	1,110.00
55358	BUSCHER BROS. CORPORATION	UNIT 6 OVERHAUL	588.59

55359	CE POWER ENGINEERED SERVICES, LLC	69KV CONTROL PANEL UPGRADE	4,361.96
55360	CELLULAR DIMENSIONS	SALES TAX FOR TABLET/CASE	248.15
55361	CENTRAL IOWA DISTRIBUTING	SUPPLIES	100.30
55362	CENTURYLINK	LOCAL	329.10
55363	COMSONICS INC	CONTINUUM MODULATOR	425.03
55364	ELEVATOR SERVICE INC.	CRANE WORK FOR MAXYIELD	2,033.00
55365	FASTENAL COMPANY	SUPPLIES	142.07
55366	GM CONTRACTING, INC	MAIN ST WATER MAIN IMPRVMT	70,051.12
55367	GRAY TELEVISION GROUP, INC.	SUBS	3,936.00
55368	HAROLD K SCHOLZ, CO.	69KV CIRCUIT BREAKER REPL	160,250.00
55369	HAWKINS INC.	TESTING	3,535.08
55370	LINCOLN LIFE	DEFERRED COMP	4,093.04
55371	DICK LUCAS	CA REBATE	500.00
55372	MIDAMERICAN ENERGY	SERVICE	484.34
55373	LINDSEY MOE	EMPLOYEE CLOTHING-BOOTS	105.57
55374	NORTH IOWA MECHANICAL	SERVICE	140.00
55375	NORTHWEST COMM NETWORK	BANDWIDTH	616.50
55376	PHILS AUTO & TRUCK REPAIR II	PARTS AND SERVICE UNIT 9	207.42
55377	REDING GRAVEL & EXC.	FINN DR WATER MAIN IMPRVMT	26,713.62
55378	RIVER ROAD GOLF CLUB	INFORMATIONAL DINNER	2,085.36
55379	SAFETAY-KLEEN	SERVICE	171.20
55380	MIKE STRIPLING	EXPENSE REIMBURSEMENT	117.56
55381	TECH TIME	CUSTOM COMPUTER	1,123.50
55382	THE RETROFIT COMPANIES, INC	OFFICE LED	153.54
55383	VANTAGE POINT	CONSULTING	1,527.50
55384	BRETT VENTEICHER	WINDOW REBATE	226.57
55385	VITZTHUM, ROD	EXPENSE REIMBURSEMENT	83.85
55386	WHEELER WORLD INC	UNIT 6 OVERHAUL	21,083.45
55387	KENNETH WIND	HEAT PUMP REBATE	600.00
55388	A & M LAUNDRY	SERVICE	38.73
55389	ACCESS SYSTEMS	SSL CERTIFICATE- 1 YR	291.96
55390	ADAMS CABLE EQUIPMENT, INC	MODEMS	7,115.00
55391	AHLERS & COONEY, P.C.	SERVICE	1,605.07
55392	ALGONA PUBLISHING CO.	ADVERTISING	1,345.26
55393	ALLIANT ENERGY	NEAL 3	48,469.69
55394	AUREON NETWORK SERVICES	DID'S	884.90
55395	BUSCHER'S SERVICE CENTER	FUEL	793.75
55396	CENTRAL IOWA DISTRIBUTING	SUPPLIES	162.60
55397	CHROME COUNTRY INN	EXPENSE	217.21
55398	CHROME COUNTRY INN	MEALS FOR TRAINING	110.05
55399	CHROME TRUCK STOP	FUEL	536.50
55400	COOPERATIVE RESPONSE CENTER, INC.	SERVICE CENTER	1,427.64
55401	VOID CHECK	VOID CHECK	0.00
55402	DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS FEED	550.00
55403	DORNBIER, DALE	EXPENSE REIMBURSEMENT	127.48
55404	DUMP IT INC.	SANITATION PICK UP	336.24
55405	ELECTRICAL MATERIALS CO.	SUPPLIES	348.75
55406	EMAGINE, LLC	RENTAL OF SITE	184.45
55407	ERPELDING, TIM	WIND PARK EASEMENT PMT	7,245.61
55408	FAREWAY STORES	SUPPLIES	84.78
55409	HACH CHEMICAL CO.	REAGENT SET	444.43
55410	HYGIENIC LABORATORY - AR	TESTING	117.50
55411	IGLASS NETWORKS	NETWORK MONITORING	500.00
55412	KDW ADVISORS, LLC	COMM RATE REVIEW	105.00
55413	KLGA & KLGZ	ADVERTISING	1,057.00
55414	KOSSUTH COUNTY ADVANCE	NEWSPAPER DONATION	100.00
55415	MIDAMERICAN ENERGY	SERVICE	380.19
55416	NORTH IA LUMBER	SUPPLIES	259.09
55417	NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	29,247.96
55418	PITNEY-BOWES INC.	LEASING CHRG	733.53
55419	POWER & TELEPHONE SUPPLY	SUPPLIES	5,789.28
55420	SECURITY COVERAGE	SECURE IT PLUS	33.60
55421	SPENCER MUNICIPAL UTILITIES	TELE SWITCH	2,181.00
55422	TECH TIME	ADAPTER	58.80
55423	THREADS	EMPLOYEE CLOTHING	145.52
55424	VERMEER	SUPPLIES	3,308.50
55425	VITZTHUM, ROD	EXPENSE REIMBURSEMENT	74.83
55426	ARNOLD MOTOR SUPPLY	SUPPLIES	328.07
55427	BIG 10	SUBS	2,108.06
55428	BROWN SHOE FIT CO	SUPPLIES	284.92

55429	BUILDERS FIRST SOURCE	MATERIAL	72.95
55430	CENTRAL IOWA DISTRIBUTING	SUPPLIES	61.93
55431	CITY OF ALGONA	SOUTH ST WATER MAIN	3,250.00
55432	DAIRYLAND POWER COOPERATIVE	POSTAGE/INSERTING SERVICE	4,568.24
55433	DGR ENGINEERING	COMPREHENSIVE STUDY-WATER	711.00
55434	ERPELDING EXCAVATING ENT	LEAK@ HALL ST	5,995.00
55435	FASTENAL COMPANY	SUPPLIES	163.24
55436	FOX SPORTS NET NORTH	SUBS	5,357.18
55437	GRAY TELEVISION GROUP, INC.	SUBS	7,251.20
55438	HEARST TELEVISION	SUBS	4,579.91
55439	ICONECTIV, LLC	TELE PORTS	246.08
55440	IOWA ASSN OF MUNI UTILITIES	NCISA-12/19-2/20	746.00
55441	JOHNSTON AUTOSTORES	PARTS	48.95
55442	KOSSUTH COUNTY EMERGENCY MNGT	WEATHER RADIOS	299.90
55443	NATIONAL INFORMATION SOLUTIONS COOP	IMPL-MILESTONE PMT 7 OF 9	26,002.17
55444	ROVI	SUBS	835.75
55445	SHOWTIME NETWORKS INC	SUBS	104.72
55446	SIGN WORKS	DECALS-TWO WAY FEED	118.77
55447	TEGNA	SUBS	5,495.05
55448	TOWER DISTRIBUTION CO	SUBS	4,090.24
55449	ADVANCED CONTROL SYSTEMS	CONTRACT INV	2,153.92
55450	ALGONA HIGH SCHOOL AFTER PROM	AFTER PROM DONATION	25.00
55451	AUREON NETWORK SERVICES	SERVICES	9,930.74
55452	BISSO TECHNOLOGIES	WEB HOSTING	213.40
55453	DAN-D LASER CARTRIDGES	TONER	74.90
55454	DOUGLAS EMERSON	CUSTOMER REFUND	73.01
55455	GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICE	88.25
55456	IOWA ASSN OF MUNI UTILITIES	MEETING	1,760.00
55457	IRBY	CARRIAGE BOLT	48.15
55458	JCL SOLUTIONS	SERVICE	114.57
55459	KOSS CO EXTENSION OFFICE	TURFGRASS APPLI REGISTRATION	70.00
55460	TIM MCGUIRE	CUSTOMER REFUND	10.21
55461	NIMECA	NERC ASSESSMENT FEE-1ST QRT	23,919.12
55462	NORTH IOWA COMM. ACTION	CUSTOMER REFUND	742.96
55463	PHARMACISTS MUTUAL	CA REBATE	500.00
55464	POWER & TELEPHONE SUPPLY	TOOLS	207.04
55465	PRESTON KOHLHAAS VIDEO & PHOTO	DRONE VIDEO TRANS LINE	150.00
55466	PROFESSIONAL COMPUTER SOLUTIONS LLC	UTILISMART-JAN	2,223.01
55467	SHRED-IT	SHREDDING SERVICE	41.68
55468	TECH TIME	CUSTOM COMPUTER	1,926.00
55469	VERMEER	PARTS	487.99
55470	VITZTHUM, ROD	EXPENSE REIMBURSEMENT	41.19
55471	WESCO DISTRIBUTION INC.	AIR SPOILER	2,404.29
55472	WHEELER WORLD INC	DIESEL UNIT 6	35,679.60
8802987	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	16,500.00
8802988	USAC	SUPPORT CHRGS	2,074.89
8802989	SISCO	FLEX	6,000.20
8802990	CARD CENTER	EXPENSES	2,995.47
8802991	NIMECA	POWER PURCHASED - NOVEMBER	397,477.46
8802992	IOWA STATE BANK	LOAN	18,723.17
8802993	IOWA STATE BANK	LOAN	3,971.58
8802994	UPS	MAIL SERVICE	91.95
8802996	EFTPS TRANSFER	PAYROLL TAX	23,690.99
8802997	AFLAC	PREMIUMS	964.54
8802998	CITY OF ALGONA	FRANCHISE FEE	5,533.32
8802999	MIDAMERICAN ENERGY	NEAL 4	223,000.00
8803000	SISCO	FLEX	29,453.87
8803001	WELLMARK HEALTH PLAN	PREMIUM	1,923.38
8803002	SISCO	FLEX	803.96
8803003	SISCO	FLEX	71.88
8803004	CITY OF ALGONA	WTR PLANT CITY SEWER USAGE	3,052.95
8803005	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,134.02
8803006	BILSTEN, JOHN	HSA CONTRIBTUION	2,000.00
8803007	STEVE GRANDGENETT	HSA CONTRIBTUION	1,000.00
8803008	LAURA THILGES	HSA CONTRIBTUION	1,000.00
8803009	VITZTHUM, ROD	HSA CONTRIBTUION	1,000.00
8803010	DORNBIER, DALE	HSA CONTRIBTUION	1,000.00
8803011	MIKE STRIPLING	HSA CONTRIBTUION	1,000.00
8803012	NOLYN ELLIOTT	HSA CONTRIBTUION	1,000.00
8803013	BRIAN HATTEN	HSA CONTRIBTUION	2,000.00

8803014	LINDSEY MOE	HSA CONTRIBTUION	2,000.00
8803015	JERRY A LARSEN	HSA CONTRIBTUION	2,000.00
8803016	VILETA, HEATH	HSA CONTRIBTUION	2,000.00
8803017	EFTPS TRANSFER	PAYROLL TAXES	22,862.74
8803018	NATIONAL CABLE TELEVISION COOP	HARDWARE-CREDIT	628.75
8803019	UPS	FREIGHT	25.76
8803020	NATIONAL CABLE TELEVISION COOP	SUBS	57,207.10
8803021	ALGONA FAMILY YMCA	YMCA	3,143.75
8803022	IPERS	IPERS	31,230.11
8803023	SISCO	FLEX	503.40
8803024	INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	272.08
8803025	UPS	MAIL SERVICE	41.65