

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 February 26, 2020 at 11:00 AM. Physical attendance by all members was impossible or impracticable for this meeting. Pursuant to Iowa Code section 21.8, participation of some members occurred electronically.

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

Personnel present: John Bilsten, General Manager, Scott Buchanan, General Counsel; Rod Vitzthum, Electric Line Manager; Eric Degen, Power Plant Manager; Steve Grandgenett, Safety, Energy Efficiency and AMI Coordinator and Katlyn Griep, CSR. Others present: Dr. Anne Kimber, Director of the Electric Power Research Center at Iowa State University; Tom Wind, Wind Utility Consulting.

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

The consent agenda included roll call, adoption of the agenda, approval of the January 22, 2020 regular minutes and approval of the monthly vouchers and uncollectible accounts. Trustee Golwitzer moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

Chairperson Murphy called the Public Hearing for Water Rates to order. Roll Call was taken as follows: Golwitzer, yes; Murphy, yes; Schaaf, yes; Heupel, yes; Geving, yes. The Chairperson noted no written comments and recognized citizen David Foth who provided comments. Trustee Schaaf moved to adjourn the Public Hearing, seconded by Trustee Golwitzer. Roll Call votes were as follows: Golwitzer, yes; Murphy, yes; Schaaf, yes; Heupel, yes; Geving, yes. Motion carried.

Financial Statements for December 2019 were presented by the General Manager. Trustee Heupel moved to approve the Financial Statements and place them on file, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager provided updates on the Power Plant Unit #6 oil filter system replacement and top end rebuild, the Power Plant Unit #7 oil filter system replacement, Dynamic TV installations, work on the electric distribution system.

Resolution 2020-01 – Water Rates. After discussion, Trustee Golwitzer moved to approve the new Water Rates effective with water billed on or about March 31, 2020. Trustee Heupel seconded the motion. Motion carried unanimously.

Chapter 28E Joint Intergovernmental Action Agreement providing for a Safety Group North Central. This resolution will approve a 28E Agreement with the City of Algona, Bancroft Municipal Utilities, City of Charles City, City of Corwith, City of Forest City, Lake Mills Municipal Utilities, City of St. Ansgar, and the City of West Bend in order to provide for joint and cooperative action among the parties for purposes of procuring safety services at an affordable price and to reduce future safety related liabilities. After discussion, Trustee Schaaf moved to approve Algona Municipal Utilities participation in a Chapter 28E Joint intergovernmental Action Agreement providing for a Safety Group North Central, seconded by Trustee Heupel. Motion carried unanimously.

Resolution 2020-02 – Resolution agreeing to be part of the Safety Group North Central. This resolution approves an Agreement between Algona Municipal Utilities and the Iowa Association of Municipal Utilities (IAMU) to become a member of the Safety Group North Central to contract safety program services with IAMU. The estimated annual cost is \$16,550.00. Trustee Golwitzer moved to approve Resolution 2020-02 agreeing to be part of the Safety Group North Central, seconded by Trustee Schaaf. Motion carried unanimously.

Resolution 2020-03 – Avoided Cost Rate for Distributed Generation. Each February the Avoided Cost Rate paid to distributed generation customers who may push energy back onto the AMU electric distribution system is updated. This rate reflects the avoided cost of generation. Trustee Golwitzer moved to approve Resolution 2020-03 – Avoided Cost Rate for Distributed Generation at \$0.01887/kWh, seconded by Trustee Heupel. Motion carried unanimously.

Resolution authorizing a loan in the amount of \$175,000 to the City of Algona. The AMU Board of Trustees approved a loan to the City of Algona for the AMU Revolving Loan Fund on November 6, 2019 in the amount of \$175,000 for 10 years at 0% interest. The loan proceeds will help pay the cost of the newly acquired 55.42 acres of industrial park land purchased by the City of Algona that is located just east of Snap-On. The City is also issuing debt in the form of revenue bonds for the land purchase. As a result, there is specific language that must be taken by the Board for approval of the loan. After discussion, Trustee Heupel moved to approve a resolution authorizing a loan in the amount of \$175,000 for 10 years at 0% interest to the City of Algona, seconded by Trustee Golwitzer. Motion carried unanimously.

Dr. Anne Kimber, Director of the Electric Power Research Center at Iowa State University, made a presentation about AMU-ISU Electric Power Research Center collaborations including smart meter data analysis, and a new distributed wind project/battery grant from DOE.

The next meeting is scheduled for March 18, 2020 at 11:00 AM.

Upon motion and vote, the meeting adjourned at 12:12 PM.

/s/ Julie Murphy
Julie Murphy, Chairperson

Attest:

/s/ John Bilsten
John Bilsten, General Manager

The following vouchers were approved:

Chk #	Vendor	Description	Amount
	PAYROLL		\$ 201,717.28
55473	DGR ENGINEERING	69 KV BREAKER REPLACEMENT	3,045.00
55474	DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	169.17
55475	HY-VEE	SUPPLIES	928.01
55476	I&S GROUP, INC	WATER MAIN ON MAIN ST	1,146.50
55477	ICONECTIV, LLC	PORTING	96.08
55478	IOWA ONE CALL	LOCATES	76.50
55479	NAPA AUTO PARTS-ALGONA	UNIT 6	218.70
55480	RIBBON COMMUNICATIONS OPERATING CO	REPAIR SUPPORT	9,034.01
55481	SLIPSTREAM	DECEMBER LED	703.54
55482	TRINITY WIND, LLC	POWER	12,601.75
55483	VANTAGE POINT	CONSULTING	735.00
55484	ALGONA HS VIP'S	HOAGIE SALES	220.00
55485	REDING GRAVEL & EXC.	SOUTH STREET WATER PROJECT	2,040.00
55486	ACCESS SYSTEMS	TECHNICAL SUPPORT SERVICES	2,679.39
55487	ADGORILLA	AD INSERTION EQUIPMENT	1,200.00
55488	ALGONA PLG. & HTG.	UNIT 6 SYSTEM	67.60
55489	RORY BUCHAN	CUSTOMER REFUND	215.00
55490	BUGS N STUFF	PEST CONTROL	96.30
55491	CASA SYSTEMS, INC	ANNUAL MAINT SUPPORT	12,871.16
55492	CENTURYLINK	SERVICE	137.43
55493	CENTURYLINK	SERVICE	305.43
55494	CENTURYLINK	COMPENSATION DUE	0.45
55495	WORANAT CHOLSAKOM	CUSTOMER REFUND	77.32
55496	CONSORTIA CONSULTING BY TELEC	CONSULTING SUPPORT	1,650.00
55497	CUMMINS SALES AND SERVICE	INSPECTION ON GENERATOR	988.47
55498	DOLLAR GENERAL	CUSTOMER REFUND	38.66
55499	JOY ELLIOTT	CUSTOMER REFUND	97.80
55500	FASTENAL COMPANY	ICE MELT	469.80
55501	JASON FETT	EMP CONTRIBUTION PRIZE	11.00
55502	FIRST PRESBYTERIAN CHURCH	WINDOW REPLACEMENT	1,430.00
55503	FRIENDS OF ALGONA PUB.LIB	POETS POETRY CONTEST	25.00
55504	JAY GEVING	TRUSTEE FEE	75.00
55505	DAVID GOLWITZER	TRUSTEE FEE	75.00
55506	HAWKINS INC.	TESTING	1,759.68
55507	DON HEUPEL	TRUSTEE FEE	75.00
55508	MICHAEL HJELMELAND	CUSTOMER REFUND	57.99
55509	IDEAL 4 YOU	CUSTOMER REFUND	9.99
55510	IOWA ASSN OF MUNI UTILITIES	CONFERENCE	6,130.01
55511	JCL SOLUTIONS	SUPPLIES	50.35
55512	BETH JOHNSON	WINDOW REPLACEMENT REBATE	1,500.00
55513	KOSSUTH COUNTY EMERGENCY MNGT	911 SURCHARGE	4,438.31
55514	LANDMARK REALTY	CUSTOMER REFUND	177.04
55515	LINCOLN LIFE	DEFERRED COMPENSATION	4,073.04
55516	MASONIC TEMPLE	CUSTOMER REFUND	39.24
55517	METLIFE SMALL BUSINESS CENTER	PREMIUMS	3,279.38
55518	MIDAMERICA COMP CORP	STATEMENT POSTAGE	4,686.20
55519	MIDAMERICAN ENERGY	SERVICE	66.01
55520	MIDWEST UNDERGROUND SUPPLY	PARTS	157.27
55521	LINDSEY MOE	EXPENSE REIMBURSEMENT	134.79
55522	JULIE MURPHY	TRUSTEE FEE	75.00
55523	NIMECA	PROPERTY INSURANCE	392.90
55524	NORTHERN IOWA COMMUNICATIONS PRTNRS	IR EXTENDER/JACK TO 3-RCA CABLE	474.50
55525	NORTHWEST COMM NETWORK	BANDWIDTH	616.50
55526	KAREN SCHAAF	TRUSTEE FEE	75.00
55527	JANIS SCHEWE	CUSTOMER REFUND	94.72
55528	ALEXANDER W SCHWARCK	CUSTOMER REFUND	91.05
55529	STROHMAN, LEROY	CUSTOMER REFUND	34.07
55530	STUNDAHL CLEANING	CLEANING SERVICE	1,000.00
55531	JEANNE THILGES	CUSTOMER REFUND	58.65
55532	RICK/LISA THOMPSON	CUSTOMER REFUND	58.19
55533	BRIANNE TUTTLE	CUSTOMER REFUND	90.85
55534	VITZTHUM, ROD	EXPENSES	448.15
55535	WESCO DISTRIBUTION INC.	TOOLS	361.50
55536	WHEELER WORLD INC	UNIT 6-AIR CONTROL VALVE	20,598.88
55537	AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	2,811.00
55538	HOMETOWN DISTRIBUTING LLC	ICE MELT	184.77

55539	MECHANICAL COMFORT, INC	HEAD END AC PARTS AND LABOR	856.81
55540	NIMECA	ANNUAL METER MAINTENANCE	574.93
55541	NORTHWEST COMM NETWORK	T-MOBILE-WATER TOWER MAINT	827.59
55542	ALGONA CHAM. OF COMMERCE	CHAMBER ANNUAL EVENT	310.00
55543	ALGONA MUNICIPAL UTILITIE	4TH QUARTER 2019	150.00
55544	ALGONA PUBLISHING CO.	ADVERTISING	2,274.71
55545	ARNOLD MOTOR SUPPLY	SUPPLIES	686.13
55546	BIG CITY SAWMILL/BRAUN TREE SERVICE	CHAIN SAW CHAINS	25.68
55547	BLACKHAWK SPRINKLERS INC	SPRINKLER INSPECTION	123.00
55548	BOMGAARS	SUPPLIES	459.56
55549	BUSCHER BROS. CORPORATION	UNIT 6 COOPER	25.62
55550	CENTURYLINK	SERVICE	25.27
55551	CERTIFIED LABORATORIES	SUPPLIES	435.45
55552	COOPERATIVE RESPONSE CENTER, INC.	DISPATCH AND SERVICE	1,417.57
55553	DISPLAY SYSTEMS INTERNATIONAL	ADVANCED WEATHER GRAPHICS FEED	550.00
55554	DITCH WITCH OF MINNESOTA & IOWA	PARTS FOR EQUIP	260.77
55555	ERPELDING EXCAVATING ENT	S MINN LEAK	8,911.55
55556	HAROLD K SCHOLZ, CO.	TRANSFORMER NORTH SUBSTATION	810.90
55557	HOMETOWN DISTRIBUTING LLC	ICE MELT	184.77
55558	IGLASS NETWORKS	NETWORK MONITORING	500.00
55559	IOWA COMMUNICATIONS ALLIANCE	ANNUAL MEETING & EXPO	1,660.00
55560	JCL SOLUTIONS	OFFICE SUPPLIES	155.48
55561	JENNINGS, ROBERT M.	KIWANIS MEALS	40.00
55562	KLGA & KLGZ	ADVERTISING	1,023.00
55563	KOSSUTH COUNTY RELAY FOR LIFE	GOLD SPONSOR	1,000.00
55564	MARTIN'S FLAG CO., INC.	FLAG FOR ELEC SHOP	44.19
55565	MIDAMERICAN ENERGY	SERVICE-1620 E POPLAR	285.55
55566	NAPA AUTO PARTS-ALGONA	UNIT 6	7.98
55567	OAK HILL CONSULTING	ENGINEERING SERVICES	132.00
55568	PETTY CASH	PETTY CASH	79.34
55569	POWER & TELEPHONE SUPPLY	FIBER SPLITTER-ELE	56.41
55570	RAKA	PARTS AND SERVICE-FORKLIFT	975.00
55571	SPENCER MUNICIPAL UTILITIES	TELE SWITCH	2,170.50
55572	JONATHAN STEVEN	ELECTRIC METER CONVERSION	75.00
55573	MIKE STRIPLING	EXPENSE REIMBURSEMENT	27.27
55574	THREADS	EMPLOYEE CLOTHING	88.81
55575	TRINITY WIND, LLC	POWER	12,450.01
55576	VITZTHUM, ROD	EXPENSE REIMBURSEMENT	267.49
55577	WHEELER WORLD INC	LABOR	16,658.83
55578	CURT WISEMAN	ELECTRIC METER CONVERSION	75.00
55579	ALGONA MUNICIPAL UTILITIES	PAPERLESS BILLING	3,530.37
55580	A & M LAUNDRY	SERVICE	38.73
55581	ALGONA MACHINE & SUPPLY	UNIT 6 ENGINE	69.74
55582	AUREON NETWORK SERVICES	DID'S	884.90
55583	BANKERS MEDIA GROUP INC	ADVERTISEMENT	539.50
55584	BOY SCOUTS OF AMERICA	CONTRIBUTION	250.00
55585	BUSCHER'S SERVICE CENTER	FUEL	1,272.79
55586	CENTRAL IOWA DISTRIBUTING	SUPPLIES	167.00
55587	CHROME COUNTRY INN	MEALS	139.12
55588	CHROME TRUCK STOP	FUEL	451.17
55589	CINTAS CORPORATION #754	SUPPLIES	411.77
55590	COOK'S SCRAP IRON & METAL	SUPPLIES	150.07
55591	DUMP IT INC.	SANITATION PICK UP	312.70
55592	ELECTRONIC SPECIALITIES, INC	UNIT 8 - NEW	257.87
55593	ERPELDING EXCAVATING ENT	REPAIR SERVICE	1,309.80
55594	FAREWAY STORES	EXPENSES	75.50
55595	HYGIENIC LABORATORY - AR	TESTING	97.50
55596	IOWA ASSN OF MUNI UTILITIES	MARCH 2020-FEB 2021 DUES	14,486.00
55597	IOWA UTILITIES BOARD	1ST QUARTER ASSESSMENT CHRGS	67.00
55598	JENNINGS, ROBERT M.	EXPENSE REIMBURSEMENT	50.63
55599	JOHNSTON AUTOSTORES	PARTS	135.16
55600	K & H COOP OIL CO.	FUEL	268.47
55601	KOSSUTH COUNTY ADVANCE	NEWSPAPER DONATION	125.00
55602	KOSSUTH REG. HEALTH CENTER	WORK COMP-HEATH	77.00
55603	N. IA REGIONAL HOUSING	CUSTOMER REFUND	595.37
55604	NORTH IA LUMBER	SUPPLIES	285.88
55605	NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	28,662.81
55606	POWER & TELEPHONE SUPPLY	ONT PARTS	5,263.52
55607	PROFESSIONAL COMPUTER SOLUTIONS LLC	UTILISMART	2,223.01
55608	AUSTIN ZADOW	EXPENSE REIMBURSEMENT	138.00

55609	ALGONA MUNICIPAL UTILITIES	AMU UTILITY BILLS	16,289.93
55610	AUREON NETWORK SERVICES	SERVICES	10,100.47
55611	BIG 10	SUBS	2,014.32
55612	BROWN SHOE FIT CO	SUPPLIES/BOOTS-JASON/ERIC	410.72
55613	CENTURYLINK	COMPENSATION	0.35
55614	DUMP IT INC.	DUMPSTER ON LANTRY-OLD CHRISTMAS DECOR	229.40
55615	KAYSTYN DUNAWAY	CUSTOMER REFUND	19.33
55616	KEITH DWIRE	WINDOW REPLACEMENT REBATE	103.80
55617	ADAM ELBERT	CUSTOMER REFUND	44.46
55618	PHYLLIS FANDEL	CUSTOMER REFUND	79.98
55619	FOX SPORTS NET NORTH	SUBS	5,322.24
55620	JAY GEVING	TRUSTEE FEE	75.00
55621	DAVID GOLWITZER	TRUSTEE FEE	75.00
55622	GRANDGEORGE, MONTE	WINDOW REPLACEMENT REBATE	1,069.70
55623	HEARST TELEVISION	SUBS	4,628.20
55624	DON HEUPEL	TRUSTEE FEE	75.00
55625	KALEN HILSABECK	CUSTOMER REFUND	39.99
55626	HY-VEE	SUPPLIES	184.68
55627	I&S GROUP, INC	WATER MAIN ALONG FINN DR	1,825.05
55628	ICONECTIV, LLC	PORTING REQUESTS	88.59
55629	JOHN DEERE FINANCIAL	PARTS	50.71
55630	LALITA KOLVANKAR	CUSTOMER REFUND	57.99
55631	MIDAMERICAN ENERGY CO.	SERVICE	381.35
55632	MARTIN MOEN	CUSTOMER REFUND	5.80
55633	JULIE MURPHY	TRUSTEE FEE	75.00
55634	NATIONAL INFORMATION SOLUTIONS COOP	JANUARY INVOICE	10,558.83
55635	NEXSTAR	SUBS	245.48
55636	ZOE OLSON	CUSTOMER REFUND	30.93
55637	MARIA PIES PEDROSO	CUSTOMER REFUND	77.99
55638	PLYMOUTH COUNTY TREASURER	PLYMOUTH COUNTY TAX	407.50
55639	PROFESSIONAL COMPUTER SOLUTIONS LLC	W2 AND 1099 FORMS	50.75
55640	ROVI	SUBS	775.91
55641	KAREN SCHAAF	TRUSTEE FEE	75.00
55642	SHOWTIME NETWORKS INC	SUBS	104.72
55643	SLIPSTREAM	LED JANUARY	697.73
55644	STEINMAN INSULATION & ROOFING	AREA ABOVE STEVE'S OFFICE	481.50
55645	STUNDAHL CLEANING	CLEANING SERVICE	1,000.00
55646	TANTALUS	TPM CONTROLLER/TUNET SOFTWARE LICENSE	790.00
55647	TEGNA	SUBS	6,213.00
55648	VAN WERT INC	CENTRON METERS	1,070.00
55649	WHEELER WORLD INC	UNIT 6	27,171.12
8803026	US CELLULAR	SERVICE	262.00
8803027	SISCO	FLEX	698.22
8803028	USAC	SUPPORT CHARGES	1,856.93
8803029	AFLAC	PREMIUM	939.72
8803030	NIMECA	NEAL 4	440,895.55
8803031	UPS	LAB TESTING	24.24
8803032	EFT - SALES TAX TRANSFER	WATER SERV EXCISE TAX	17,000.00
8803033	CARD CENTER	EXPENSES	4,055.22
8803034	EFTPS TRANSFER	PAYROLL TAXES	24,726.32
8803035	NATIONAL CABLE TELEVISION COOP	HARDWARE	428.93
8803036	IOWA STATE BANK	AMU LOAN	3,971.58
8803037	IOWA STATE BANK	AMU LOAN	18,723.17
8803038	EFT - SALES TAX TRANSFER	WATER EXCISE TAX	3,084.00
8803039	SISCO	FLEX	180.88
8803040	TREASURER STATE OF IOWA	STATE INCOME TAX FROM PAYROLL	9,278.00
8803041	TREASURER, STATE OF IOWA	USE TAX	1,997.00
8803042	UPS	MODEM/STB'S	43.46
8803043	EFT - SALES TAX TRANSFER	SALES TAX	18,671.00
8803044	CITY OF ALGONA	FRANCHISE FEE	5,718.51
8803045	IOWA UTILITIES BOARD	IOWA UTILITY BOARD ASSESSMENTS	98.03
8803046	MIDAMERICAN ENERGY	NEAL 4	125,000.00
8803047	WELLMARK HEALTH PLAN	PREMIUMS	1,752.26
8803048	SISCO	FLEX	30,772.63
8803049	SISCO	FLEX	1,072.68
8803050	CITY OF ALGONA	BACK WASH WATER CITY SEWER USAGE	3,200.90
8803051	EFTPS TRANSFER	PAYROLL TAXES	23,114.74
8803052	NATIONAL CABLE TELEVISION COOP	HARDWARE	3,172.07
8803053	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	26,012.00
8803054	EFT - FEDERAL EXCISE TAX	FED EXCISE TAX	1,123.25

8803055	ALGONA FAMILY YMCA	ADVANCE FOR DIRECTOR POSITION	3,143.75
8803056	SISCO	FLEX	2,359.38
8803057	AFLAC	PREMIUMS	939.72
8803058	UPS	SHIPPING	53.08
8803059	NATIONAL CABLE TELEVISION COOP	PROGRAMMING	59,175.83
8803060	IPERS	EMPLOYEE RETIREMENT SYSTEM	31,388.93
8803061	TREASURER STATE OF IOWA	STATE TAX	8,396.00
8803062	US CELLULAR	SERVICE	241.02
8803063	SISCO	FLEX	1,196.99
8803064	UPS	TESTING/REMOTES	46.29