

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 electronically as allowed by Iowa Code Section 21.8 with access to the public provided by telephone conference call, on January 27, 2021 at 11:00 AM. Physical attendance by members was impractical due to the Covid-19 Public Health Emergency.

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

Others present by telephone: Scott Buchanan, General Counsel.

Others present: John Bilsten, General Manager and Sandra Batt, Secretary and Chief Financial Officer.

Chairperson Murphy called the meeting to order at 11:05 AM.

The consent agenda included roll call, adoption of the agenda, approval of the December 30, 2020 regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Heupel moved to approve the consent agenda, seconded by Trustee Geving. Motion carried unanimously.

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

The General Manager reported on a potential wind power project, the future of coal fired electric generation, the potential sale of small parcels of AMU property and the relocation of the house at 221 N. Thorington Street.

A motion was made by Trustee Golwitzer, seconded by Trustee Schaaf to approve a change in the Customer Service Policy for the Electric and Water Utility regarding customer deposits. The Customer Service Policy for customer deposits now requires only deposits for the electric utility and not all utilities as previously stated. Motion carried unanimously.

The General Manager presented the following cyber policies to the Board for approval: Acceptable Use Policy; Backup and Retention Policy; Change Management Policy; Hardware, Software, and IT Procurement Policy; Password Standards Policy and the User Account Management Policy. A motion was made by Trustee Geving and seconded by Trustee Golwitzer to approve all the cyber policies presented. Motion carried unanimously.

Trustee Schaaf made a motion to approve the hiring of Jarrod Sturtz as the new Water Operations Manager, with an annual salary set at Grade 13, Step 6 of the AMU Compensation Grade Order List for 2020-2021. Trustee Golwitzer seconded the motion. Motion carried unanimously. Jarrod will begin his employment at AMU on February 1, 2021.

Resolution 2021-01 – Avoided Cost Rate for Distributed Generation was presented by the General Manager. The resolution calls for the Municipal Electric Utility of the City of Algona to set rates for excess energy produced by a Qualifying Facility equal to NIMECA's Avoided Cost for the period of March 1, 2021 through February 28, 2022 as follows:

Purchase Prices (100 kW or less):
Energy Avoided cost: \$0.01876/kWh

Facilities with a design capacity of more than 100 kW:
The price(s) for purchase from QFs with a design capacity above 100 kW will be negotiated on a case-by-case basis and approved by the AMU Board of Trustees.

A motion was made by Trustee Heupel, seconded by Trustee Golwitzer to approve the resolution. Motion carried unanimously.

A brief update on the AMU Covid-19 Policy was provided by the General Manager, noting the drive-up window is open and has been open and the office lobby is open by appointment. Broadband grants under Governor Reynolds, Rural Iowa Initiative to Empower Rural Iowa were discussed. Also discussed was the March 2021 rollout of Aureon's spam mail solution for netamumail.com email subscribers.

The next Board of Trustees meeting is scheduled for February 25, 2021 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 11:45 A.M.

/s/ Julie Murphy
Julie Murphy, Chairperson

Attest:

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

The following vouchers were approved:

Ck#	Vendor	Description	Amount
258	EFTPS TRANSFER	PAYROLL TAXES	\$ 40,521.80
259	NATIONAL CABLE TELEVISION	HARDWARE-CONNECTOR	12,518.46
260	EFT - SALES TAX TRANSFER	SALES TAX	17,000.00
261	SISCO	FLEX	987.19
262	IOWA STATE BANK	IOWA STATE LOAN	18,723.17

263	UPS	SHIPPING	30.58
264	SISCO	PREMIUM	33,262.41
265	USAC	SUPPORT MECHANISM CHARGES	2,287.20
266	SISCO	FLEX	3,125.22
267	WELLMARK HEALTH PLAN	PREMIUMS	1,762.50
268	PAYROLL DIRECT DEPOSIT	PAYROLL	66,061.09
269	JOHN BILSTEN	HSA	2,000.00
270	LAURA THILGES	HSA	1,000.00
271	STEVE GRANDGENETT	HSA	1,000.00
272	ROD VITZTHUM	HSA	1,000.00
273	HEATH VILETA	HSA	2,000.00
274	DALE DORNBIER	HSA	1,000.00
275	MIKE STRIPLING	HSA	1,000.00
276	NOLYN ELLIOTT	HSA	1,000.00
277	BRIAN HATTEN	HSA	2,000.00
278	LINDSEY MOE	HSA	2,000.00
279	JERRY LARSEN	HSA	2,000.00
280	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,056.08
281	CITY OF ALGONA	WATER PLANT CITY SEWER USAGE	3,219.91
282	EFTPS TRANSFER	PAYROLL TAXES	23,255.44
283	NATIONAL CABLE TELEVISION	HARDWARE-FIBER OPTIC DROP 150'	2,071.17
284	IPERS	EMPLOYEES RETIREMENT SYSTEM	31,579.77
285	SISCO	FLEX	617.63
286	NATIONAL CABLE TELEVISION	SUBS	32,190.49
287	ALGONA MUNICIPAL UTILITIES	PAPERLESS UTILITY BILLS	14,225.22
288	SISCO	FLEX	896.39
289	CITY OF ALGONA	FRANCHISE FEE	5,905.04
290	PAYROLL DIRECT DEPOSIT	PAYROLL	66,216.96
291	AFLAC	PREMIUMS	806.20
292	NIMECA	NEAL 4	412,058.02
293	UPS	SHIPPING	59.77
57355	ACCESS SYSTEMS	SERVICE TICKET 721917	168.53
57356	ADVANCED CONTROL SYSTEMS	SILVER SERVICE 1/21-3/31	2,153.92
57357	AIR FILTER SALES & SERVICE	FILTERS	234.54
57358	ALGONA PLG. & HTG.	PARTS	44.00
57359	ALGONA PUBLISHING CO.	ADVERTISING	1,036.20
57360	BOMGAARS	SUPPLIES	487.80
57361	BOOT BARN, INC	EMPLOYEE CLOTHING	465.45
57362	BORDER STATES ELECTRIC	CHAPMAN-METER TESTING	10,109.53
57363	BUSCHER BROS. CORPORATION	PART	4.77
57364	CENTRAL IOWA DISTRIBUTING	SUPPLIES	107.30
57365	CENTURYLINK	SERVICE	24.58
57366	COOPERATIVE RESPONSE CENTER	RESPONSE CENTER	1,666.66
57367	DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS FEED	550.00
57368	DUMP IT INC.	SANITATION PICK UP	368.89
57369	EISCHEN SALES INC	BLOWER VAC BAG	31.33
57370	ELECTRONIC SPECIALITIES, INC	TERMINAL AXXIAL RESISTOR	59.92
57371	EMAGINE, LLC	MONTHLY RENTAL	109.45
57372	ERPELDING EXCAVATING ENT	WATER LEAK @ BGHS	3,963.10
57373	TIM ERPELDING	WIND PARK EASEMENT PMT	8,200.74
57374	FAREWAY STORES	SUPPLIES	10.68
57375	GM CONTRACTING, INC	MAIN ST WATER MAIN PHASE 2	6,085.87
57376	GRAYBAR ELECTRIC CO INC	CAT 5 JACK BLUE	994.08
57377	HAWKINS INC.	CHEMICALS	3,154.41
57378	IOWA ONE CALL	UNDERGROUND LOCATION	171.30
57379	IRBY	C-NECK POST INSULATOR	529.65
57380	JACKS OK TIRE SERVICE	PARTS AND SERVICE	507.41
57381	KEMCO TIRES, INC.	REPAIR TIRE	33.02
57382	LINCOLN LIFE	DEFERRED COMPENSATION	3,673.08
57383	MIDAMERICAN ENERGY	SERVICE	191.90
57384	NORTH IA LUMBER	SUPPLIES	362.96
57385	NORTHWEST COMM NETWORK	BANDWIDTH	619.00
57386	PMC ADVANTAGE SERVICES, INC	POLICY CHANGE	53.00
57387	POWER & TELEPHONE SUPPLY	SWITCH ISOLATING GRD	2,279.51
57388	QC SUPPLY	WALL HEATER/MOUNT KIT	140.01
57389	RIBBON COMMUNICATIONS CO	REPAIR SUPPORT-1 YEAR	9,034.01
57390	SECURITY COVERAGE	SECUREIT PLUS	33.60
57391	SIGN WORKS	LOGO DECALS-IPTV	197.95
57392	VOID CHECK	VOID CHECK	-
57393	TANTALUS	REPAIR VERSA COLLECTOR	166.75
57394	TELEDYNAMICS	5-PORT DESKTOP SWITCH	3,734.67
57395	TEREX GLOBAL	REPAIR UNIT 2	324.93
57396	THREADS	EMPLOYEE CLOTHING	178.69
57397	UNITED RENTALS INC	ANNUAL INSPECTION	3,400.42

57398	WESCO DISTRIBUTION INC.	WRAPLOCK TIE	586.36
57399	VOID CHECK	VOID CHECK	-
57400	BETTY CRANDALL	CUSTOMER REFUND	19.81
57401	KEITH/HEIDI FEHR	REBATE	100.00
57402	AARON FERGUSON	CUSTOMER REFUND	9.67
57403	KFC/LONG JOHN SILVERS	CUSTOMER REFUND	19.48
57404	TANNER KOCKLAR	CUSTOMER REFUND	21.26
57405	ETHEL KOHLHAAS	CUSTOMER REFUND	9.52
57406	HARLEY KOHLHAAS	CUSTOMER REFUND	57.99
57407	LENISE KOLLASCH	CUSTOMER REFUND	40.59
57408	DAVID LAND	CUSTOMER REFUND	21.26
57409	JOSHUA LAVELLE	CUSTOMER REFUND	85.05
57410	MEYER HOME IMP-NCI	LIGHTING REBATE	108.00
57411	SHERRY MONSON	CUSTOMER REFUND	150.00
57412	COLETTA MULLIN	CUSTOMER REFUND	29.36
57413	PRINT SHOPPE PLUS	LIGHTING REBATES	76.50
57414	HARRY SABIN	CUSTOMER REFUND	111.79
57415	VOID CHECK	VOID CHECK	-
57416	GARY SCHILTZ	CUSTOMER REFUND	113.48
57417	ADRIEL SILVA FIGUEREDO	CUSTOMER REFUND	114.39
57418	JOSEPH SKILLING	CUSTOMER REFUND	55.99
57419	DARLENE TRESLAN	CUSTOMER REFUND	30.83
57420	PETE VONRUDEN	WINDOW REPLACE REBATE	769.69
57421	MINNIE WALKER	CUSTOMER REFUND	241.15
57422	MAURICE ZITTRITSCH	CUSTOMER REFUND	42.79
57423	MIKE ZITTRITSCH	CUSTOMER REFUND	149.68
57424	ALGONA MACHINE & SUPPLY	BORING BIT	64.20
57425	ALGONA PLG. & HTG.	PARTS AND SERVICE	640.00
57426	ARNOLD MOTOR SUPPLY	PARTS	238.27
57427	AUREON NETWORK SERVICES	DID'S	983.58
57428	BIG 10	SUBS	1,089.00
57429	JOHN BILSTEN	ROTARY DUES AND MEALS	145.00
57430	BUSCHERS SERVICE CENTER	FUEL	1,381.74
57431	CENTRAL IOWA DISTRIBUTING	SUPPLIES	221.64
57432	CHROME COUNTRY INN	EXPENSE	129.58
57433	CHROME TRUCK STOP	FUEL	508.01
57434	COMSONICS INC	CONTINUUM MODULATOR	408.92
57435	COOKS SCRAP IRON & METAL	SHOP	80.14
57436	FASTENAL COMPANY	SUPPLIES	99.56
57437	FOX SPORTS NET NORTH	SUBS	2,787.84
57438	GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICES	88.25
57439	STEVE GRANDGENETT	WINDOW REBATE	94.84
57440	GRAY TELEVISION GROUP, INC.	SUBS	4,347.00
57441	HAWKINS INC.	CHEMICALS	4,271.16
57442	HEARST TELEVISION	SUBS	2,770.54
57443	JOHNSTON AUTOSTORES	PARTS	71.83
57444	K & H COOP OIL CO.	FUEL	32.20
57445	KLGA & KLGZ	ADVERTISING	1,074.00
57446	KOSSUTH COUNTY ADVANCE	NEWSPAPER DONATION	125.00
57447	CRAIG MEYERS	WINDOW REPLACEMENT	196.59
57448	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	393.78
57449	NAPA AUTO PARTS-ALGONA	SUPPLIES	42.85
57450	NATIONAL INFORMATION SOLUTIONS	DECEMBER 2020 AMS	1,058.22
57451	NEXSTAR	SUBS	2,661.61
57452	NORTH CENTRAL RENTALS	WINDOW REBATE	266.77
57453	NORTHERN IOWA COMMUNICATIONS	DYNAMIC PROGRAMMING	60,539.01
57454	PITNEY-BOWES INC.	LEASE	733.53
57455	QUESTLINE	E-NEWSLETTER	392.00
57456	RENTAL ZONE, LLC	CORE BIT	58.85
57457	ROVI	SUBS	660.75
57458	SHOWTIME NETWORKS INC	SUBS	27.36
57459	TECH TIME	CUSTOM COMPUTER	963.00
57460	TEGNA	SUBS	4,328.37
57461	SHARON WEHRSPAN	WINDOW REBATE	769.33
57462	A & M LAUNDRY	LAUNDRY SERVICES	41.51
57463	ALGONA MUNICIPAL UTILITIE	PROJECT SHARE	182.37
57464	ALGONA MUNICIPAL UTILITIES	COMM PAPERLESS BILLS	3,504.99
57465	ALTEC INDUSTRIES INC.	PARTS	148.35
57466	AUREON NETWORK SERVICES	SERVICES	10,767.81
57467	BISSO TECHNOLOGIES	WEB HOSTING/DOMAIN	273.40
57468	BLACKHAWK SPRINKLERS INC	FIRE SPRINKLER INSPECTION	123.00
57469	BOOT BARN, INC	EMPLOYEE CLOTHING	398.03
57470	BORDER STATES ELECTRIC	METERING	6,398.60
57471	CENTRAL IOWA DISTRIBUTING	SUPPLIES	105.23

57472	CENTURYLINK	REVENUE/COMPENSATION	0.09
57473	DGR ENGINEERING	ELECTRIC STUDY	1,490.00
57474	ERPELDING EXCAVATING ENT	REPLACE WTR SERVICE	3,464.10
57475	FRIENDS OF ALGONA PUB.LIB	PLEDGE	12,500.00
57476	JAY GEVING	TRUSTEE FEE	75.00
57477	DAVID GOLWITZER	TRUSTEE FEE	75.00
57478	DON HEUPEL	TRUSTEE FEE	75.00
57479	HYGIENIC LABORATORY - AR	TESTING	101.00
57480	I&S GROUP, INC	MAIN ST WATER MAIN	214.00
57481	IGLASS NETWORKS	NETWORK MONITORING	500.00
57482	IOWA ASSN OF MUNI UTILITIES	SGNC JANUARY-MARCH 2021	4,137.43
57483	IOWA UTILITIES BOARD	ASSESSMENT CHARGES-TELE	995.00
57484	KOSSUTH COUNTY EMERGENCY MGT	911 SURCHARGE REMITTANCE	4,238.99
57485	KOSSUTH COUNTY TRANS STATION	WASTE	40.00
57486	MIDAMERICA COMP CORP	STATEMENT PROCESSING	4,507.70
57487	JULIE MURPHY	TRUSTEE FEE	75.00
57488	NATIONAL INFORMATION SOLUTIONS	DECEMBER 2020 RECURRNG	7,675.41
57489	NIMECA	IOWA AREA DEV GRP FEES-2021	23,132.20
57490	PMC ADVANTAGE SERVICES, INC	POLICY CHANGE	18.00
57491	POWER & TELEPHONE SUPPLY	SET TOP BOXES	32,969.10
57492	RANKO EQUIPMENT LLC	EQUIPMENT	69,833.05
57493	KAREN SCHAAF	TRUSTEE FEE	75.00
57494	SLIPSTREAM	LED DECEMBER 20	1,010.00
57495	STEFFEN TRUCK EQUIPMENT INC	POLE CHAIN SAW	1,390.61
57496	STUNDAHL CLEANING	CLEANING SERVICE	1,000.00
57497	TANTALUS	TUNet APPLICATION LICENSE	19,000.00
57498	TRINITY WIND, LLC	POWER	9,450.00
57499	VANTAGE POINT	CONSULTING	450.00
57500	WESCO DISTRIBUTION INC.	SPOOL TIE	294.14
57501	WHEELER WORLD INC	UNIT 6	17,288.50
57502	RICK L ADAMS	CREDIT BALANCE REFUND	171.56
57503	KYLIE A ALLEN	CREDIT BALANCE REFUND	7.78
57504	ROBERT ALTMAN	CUSTOMER REFUND	215.65
57505	JUNE BAKER	CUSTOMER REFUND	0.21
57506	IRENE BUSCHERFELD	CUSTOMER REFUND	19.04
57507	SARA CASEY	CUSTOMER REFUND	4.31
57508	JOHN CHRISTIANSON	CUSTOMER REFUND	59.79
57509	REGAN COYLE	CUSTOMER REFUND	59.92
57510	JARED ELBERT	CUSTOMER REFUND	119.83
57511	ENDODONTIC SPECIALTY OF IOWA	CUSTOMER REFUND	0.10
57512	GARRY FLAHERTY	CUSTOMER REFUND	7.00
57513	LARRY GADE	CUSTOMER REFUND	8.89
57514	PAT HANTELMAN	CUSTOMER REFUND	159.66
57515	ARNOLD KUPER	CUSTOMER REFUND	3.21
57516	AARON LEWIS	LIGHTING REBATES	2,727.30
57517	PHIL MENKE	CUSTOMER REFUND	16.82
57518	MOTOR INN	CUSTOMER REFUND	29.20
57519	DIANELLE NAVARRO	CUSTOMER REFUND	6.03
57520	DOREEN NISH	CUSTOMER REFUND	48.14
57521	ROGELIO PEREZ	CUSTOMER REFUND	52.19
57522	ROSA RIVERA IBARRA	CUSTOMER REFUND	52.19
57523	GRETTER RODRIGUEZ	CUSTOMER REFUND	5.80
57524	HARRY T SABIN	CREDIT BALANCE REFUND	57.18
57525	TRACY SCHIEFEN	CUSTOMER REFUND	1.95
57526	KAYLA WARNKE	CUSTOMER REFUND	77.27
57527	DELRAE WOOD	CUSTOMER REFUND	84.54