

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 February 25, 2021 at 11:00 AM. Physical attendance by the public was impractical due to the Covid-19 Public Health Emergency.

Board members present in person: Julie Murphy, Chairperson; Trustees – Dave Golwitzer, Karen Schaaf and Don Heupel.

Board members present by telephone: Jay Geving

Others present by telephone: Scott Buchanan, General Counsel and Brad Hicks, Algona Publishing

Others present: John Bilsten, General Manager; Sandra Batt, Secretary and Chief Financial Officer; Rod Vitzthum, Electric Line Manager.

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 27, 2021 regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Heupel moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

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

Preliminary year-end Financial Statements for December 2020 for each fund were presented by the Chief Financial Officer. Audited year-end financial statements are expected to be completed and presented at the March Board of Trustees meeting.

The General Manager, John Bilsten and Electric Line Manager Rod Vitzthum reported on the Energy Emergency Alert (EEA) which occurred the week of February 15<sup>th</sup>. Much discussion followed about power generation, the electric grid, conservation during extreme weather and planning reserve margins. The General Manager noted that Neal 4 net generation was 60% less in 2020 compared to 2019. The Power Cost Adjustment (PCA) was also discussed noting that the PCA is applied one month in arrears. The February bills will reflect the January PCA and the March bills will reflect the February PCA. The General Manager also reported on power plant operations, water plant operations and Dynamic Cable TV installs.

A motion was made by Trustee Golwitzer, seconded by Trustee Heupel to approve the operating procedures for compliance with the Customer Proprietary Network Information (CPNI). Motion carried unanimously.

The General Manager presented Resolution No. 2021-02 Authorizing Temporary Transfer of Funds from the Algona Municipal Electric Utility to the Algona Municipal Communications Utility. The resolution amends prior Resolution 2018-18 for an extension of the time for advances of the remaining portion of the original amount of \$1,500,000. Transfers to the Communication Utility through December 31, 2020 total \$425,500. The remaining funds available for transfer are \$1,074,500. The funds are being used to complete capital improvements. The new resolution also provides for a change in interest rate from 3.82% to .88% and allows for an extension of time for transfers through December 31, 2022. Trustee Golwitzer moved to approve Resolution No. 2021-02. Trustee Schaaf seconded the motion. The motion carried unanimously.

Trustee Geving moved to set the date and time for a Public Hearing on the sale of AMU property located on North Williams Street for March 31, 2021 at 11:00 AM. Trustee Heupel seconded the motion. The motion carried unanimously.

Trustee Golwitzer moved to set the date and time for a Public Hearing on the sale of Lots One, Two & Three, Block One Hundred Nineteen, Call's Addition, except the South 132 feet for March 31, 2021 at 11:00 AM. Trustee Heupel seconded the motion. The motion carried unanimously.

The General Manager discussed the termination of Traditional Cable TV noting that he is working with Northern Iowa Communications Partners on a solution for bulk TV. A brief update on the AMU Covid-19 Policy was also provided noting the office lobby and the drive-up window are open.

The next Board of Trustees meeting is scheduled for March 31, 2021 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 12:11 A.M.

/s/ Julie Murphy  
Julie Murphy, Chairperson

Attest:

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

The following vouchers were approved:

<b>Ck#</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
294	EFTPS TRANSFER	PAYROLL TAXES	22,930.98
295	NATIONAL CABLE TELEVISION COOP	HARDWARE-TOOL	103.64
296	SISCO	PREMIUM	29,637.21
297	EFT - SALES TAX TRANSFER	SALES TAX	17,000.00
298	INTERSTATE TRS FUND	TRS FUND	618.77

299	IOWA STATE BANK	IA STATE BANK LOAN	18,723.17
300	EFT - SALES TAX TRANSFER	STATE SALES TAX	18,058.00
301	TREASURER, STATE OF IOWA	4TH QUARTER 2020 -USE TAX	1,432.00
302	TREASURER STATE OF IOWA	TREASURER-STATE	10,802.00
303	IOWA UTILITIES BOARD	DPRS SECOND QTR REPORT	91.55
304	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	2,958.00
305	MIDAMERICAN ENERGY	521 N HALL SERVICE	359.05
306	USAC	SUPPORT MECHANISM CHGS	2,597.94
307	UPS	SHIPPING	27.86
308	MIDAMERICAN ENERGY	NEAL 4	64,000.00
309	CARD CENTER	SUPPLIES	176.62
310	CARD CENTER	SUPPLIES	1,029.48
311	WELLMARK HEALTH PLAN	PREMIUM	1,762.50
312	PAYROLL	PAYROLL	64,234.51
313	CITY OF ALGONA	CITY BACKWASH-JAN	4,365.25
314	UPS	SHIPPING	28.83
315	EFTPS TRANSFER	PAYROLL TAXES	22,435.17
316	IPERS	IPERS	30,915.63
317	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,066.91
318	TREASURER STATE OF IOWA	TREASURER-STATE	8,269.00
319	UPS	SHIPPING	114.20
320	NATIONAL CABLE TELEVISION COOP	HARDWARE-ROUTER	2,971.87
321	EFT - SALES TAX TRANSFER	SALES TAX	16,889.00
322	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	3,060.00
323	ONLINE SERVICES	BAD DEBT	64.76
324	ONLINE SERVICES	SERVICES	41.45
325	SISCO	PREMIUMS	31,449.81
326	NATIONAL CABLE TELEVISION COOP	SUBS	35,673.45
327	AFLAC	PREMIUMS	806.20
328	PAYROLL	PAYROLL	68,645.92
329	UPS	SHIPPING	16.40
330	EFTPS TRANSFER	PAYROLL TAXES	23,502.21
331	ALGONA MUNICIPAL UTILITIES	PAPERLESS UTILITY BILLS	15,548.90
332	INTERSTATE TRS FUND	TRS FUND CONTRIBUTION	618.77
333	USAC	SUPPORT MECHANISM	2,597.94
57528	ACCESS SYSTEMS	TECHNICAL SUPPORT	3,054.36
57529	ADGORILLA	TECH SUPPORT FOR AD	1,200.00
57530	ALGONA PLG. & HTG.	SUPPLIES	23.30
57531	BOMGAARS	EMPLOYEE CLOTHING	753.33
57532	BOOT BARN, INC	EMPLOYEE CLOTHING	877.93
57533	BROWN SHOE FIT CO	SUPPLIES	504.42
57534	BUGS N STUFF	BUG SPRAY	100.58
57535	CENTURLINK	SERVICE	149.17
57536	CENTURLINK	ACCESS BILLING	305.43
57537	CINTAS CORPORATION #754	SUPPLIES	252.87
57538	CITY OF ALGONA	SNOW REMOVAL	600.00
57539	CONSORTIA CONSULTING BY TELEC	CONSULTING SUPPORT	975.00
57540	COOPERATIVE NETWORK SERVICES	VIDEO CONSULTING	1,700.00
57541	CUMMINS SALES AND SERVICE	INSPECTION TELE TOWER	1,018.01
57542	DAN-D LASER CARTRIDGES	SUPPLIES	321.00
57543	DEAN MEYER ELECTRIC	LIGHTS ON JOHNSON STREET	1,867.22
57544	DENNY TENKLEY	VACUUM BAGS	26.74
57545	DGR ENGINEERING	PROFESSIONAL SERVICES	1,774.00
57546	DITCH WITCH OF MINNESOTA & IOWA	PARTS	1,060.47
57547	DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	189.34
57548	EISCHEN SALES INC	SUPPLIES	163.92
57549	FRIENDS OF ALGONA PUB.LIB	DONATION	50.00
57550	GM CONTRACTING, INC	MAIN ST WTR MAIN IMPROVE	29,687.68
57551	HY-VEE	SAFETY AWARDS/SUPPLIES	982.34
57552	ICONECTIV, LLC	LNP	103.16
57553	IOWA ASSN OF MUNI UTILITIES	E-PAY LOAN	6,000.01
57554	IOWA ONE CALL	LOCATION COMPANY	307.50
57555	JCL SOLUTIONS	SUPPLIES	21.57
57556	LINCOLN LIFE	DEFERRED COMPENSATION	3,673.08
57557	METLIFE SMALL BUSINESS CENTER	PREMIUMS	3,315.51
57558	MIDAMERICAN ENERGY	221 N THORINGTON-SERVICE	26.86
57559	NALCO COMPANY	CHLORINE, REAGENT	177.29
57560	NORTHERN IOWA COMMUNICATIONS	REMOTE CONTROL-TESTING	38.01
57561	NORTHWEST COMM NETWORK	BAND WIDTH	616.50
57562	NYEMASTER GOODE PC	SERVICES	852.00
57563	PROFESSIONAL COMPUTER SOLUTIONS	2020 MAINTENANCE	5,025.88
57564	RANKO EQUIPMENT LLC	COUPLERS	162.00
57565	RESCO	METER SEAL	2,399.81
57566	SPENCER MUNICIPAL UTILITIES	4TH QTR REIMBURSEMENT	344.66

57567	MIKE STRIPLING	EXPENSE REIMBURSEMENT	175.43
57568	TELEDYNAMICS	HANDSET CORD	3,708.85
57569	RIBBON COMMUNICATIONS	REPAIR SUPPORT 1 YEAR	9,034.01
57570	ARNOLD MOTOR SUPPLY	PARTS	152.84
57571	BMI CABLE & NEW MEDIA	LICENSE FEE	26.34
57572	BORDER STATES ELECTRIC	METERING 1/8-1/21/21	12,272.90
57573	BROWN SUPPLY COMPANY	INVENTORY	575.60
57574	CENTRAL IOWA DISTRIBUTING	SUPPLIES	218.12
57575	CENTURLINK	SERVICE	28.25
57576	DEAN MEYER ELECTRIC	WATER PLANT OFFICE LIGHTS	1,532.37
57577	DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS FEED	550.00
57578	NOLYN ELLIOTT	WATT HOUR METER SCHOOL	170.80
57579	EMAGINE, LLC	WEBSITE	131.25
57580	FASTENAL COMPANY	SUPPLIES	151.49
57581	FOERTSCH P & H	BALL VALVE	13.95
57582	IGLASS NETWORKS	NETWORK MONITORING	500.00
57583	KOSSUTH COUNTY ADVANCE	NEWSPAPER DONATION	100.00
57584	MIDAMERICAN ENERGY	SERVICE	304.77
57585	NIMECA	928 FERC FILING	243.75
57586	SECURITY COVERAGE	SECURE IT PLUS	33.60
57587	SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCH	4,778.00
57588	TRINITY WIND, LLC	POWER PURCHASED	11,620.00
57589	WESCO DISTRIBUTION INC.	FUSES	299.64
57590	NORTH IOWA COMMUNITY ACTION	CREDIT BALANCE REFUND	153.07
57591	JEANETTE POHLMAN	CREDIT BALANCE REFUND	89.78
57592	A & M LAUNDRY	LAUNDRY SERVICES	39.84
57593	ALGONA MACHINE & SUPPLY	TRUCK #4	72.23
57594	ALGONA PLG. & HTG.	PART	10.70
57595	ALGONA PUBLISHING CO.	ADVERTISING	1,776.03
57596	ALLSTATE TOWER, INC	TOWER INSPECTION	2,150.01
57597	AUREON NETWORK SERVICES	NETWORK SERVICES	11,368.30
57598	BUSCHERS SERVICE CENTER	FUEL	1,127.97
57599	CHROME TRUCK STOP	FUEL	217.74
57600	COOKS SCRAP IRON & METAL	PARTS AND MATERIAL	153.40
57601	COOPERATIVE RESPONSE CENTER	RESPONSE CENTER	1,780.55
57602	CRESCENT ELECTRIC SUPPLY	SECURITY ON WAREHOUSE	694.32
57603	CULLIGAN WATER OF ALGONA	FILTER CHANGE	126.52
57604	DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	231.72
57605	DUMP IT INC.	SANITATION	321.81
57606	ERPELDING EXCAVATING ENT	WATER LEAK-N MAIN ST	3,132.76
57607	FAREWAY STORES	SUPPLIES	36.34
57608	GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICES	88.25
57609	GRAYBAR ELECTRIC CO INC	2 PORT FACEPLATES	252.64
57610	HYGIENIC LABORATORY - AR	TESTING	101.00
57611	ICONECTIV, LLC	LNP	58.16
57612	JOHN DEERE FINANCIAL	PART	16.70
57613	JOHNSTON AUTOSTORES	PART	28.36
57614	K & H COOP OIL CO.	FUEL	603.56
57615	KLGA & KLGZ	ADVERTISING	1,006.00
57616	KOSS. REGIONAL HEALTH CTR	TESTING	25.00
57617	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	392.43
57618	MPOWER TECHNOLOGIES, INC	MISC EXPENSE	5,950.00
57619	NATIONAL INFORMATION SOLUTIONS	JAN 2021 MISC	14,463.29
57620	NIMECA	ANNUAL METER MAINT	2,590.27
57621	NORTH CENTRAL RENTALS	WINDOW REPLACEMENT	89.20
57622	NORTH IA LUMBER	SUPPLIES	411.00
57623	NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	67,289.51
57624	PROFESSIONAL COMPUTER SOLUTIONS	ACCOUNTING APPLICATION	695.08
57625	REED ELECTRIC	WELL 7-TRIPPING BREAKER	3,836.11
57626	SCHUMACHER WELL DRILLING	MATERIAL FOR METER	30.80
57627	SHRED-IT	SHREDDING SERVICE	1,139.28
57628	MIKE STRIPLING	EXPENSE REIMBURSEMENT	181.85
57629	TELEDYNAMICS	NETWORKED PAGE ZONE EX	100.00
57630	THREADS	EMPLOYEE CLOTHING-LISA	265.36
57631	UNITYPOINT CLINIC-OCC MEDICINE	TESTING	42.00
57632	REGAN R COYLE	CREDIT BALANCE REFUND	66.71
57633	MOTOR INN OF ALGONA INC	CREDIT BALANCE REFUND	139.49
57634	STATE STREET LLC	LIGHTING REBATE	1,000.00
57635	ACCESS SYSTEMS	SERVICE TICKET 751944	3,071.75
57636	ALLIANT ENERGY	NEAL 3 TRANSMISSION	48,469.69
57637	BIG 10	SUBS	888.75
57638	BORDER STATES ELECTRIC	METERING 1/22-2/4/21	18,414.70
57639	CENTRAL IOWA DISTRIBUTING	SUPPLIES	235.12
57640	CINTAS CORPORATION #754	COTTON GLOVES	32.16

57641	CONSORTIA CONSULTING BY TELEC	GENERAL CONSULTING	975.00
57642	CRESCENT ELECTRIC SUPPLY	SUPPLIES	1.11
57643	FASTENAL COMPANY	HEADEND AC	205.24
57644	FIVE STAR TOOL & SUPPLY	SHOP MISC	288.69
57645	FOX SPORTS NET NORTH	SUBS	2,366.05
57646	JAY GEVING	TRUSTEE FEE	75.00
57647	DAVID GOLWITZER	TRUSTEE FEE	75.00
57648	HAWKINS INC.	CHEMICAL	3,375.98
57649	DON HEUPEL	TRUSTEE FEE	75.00
57650	HY-VEE	SHOP SUPPLIES	20.91
57651	IDALS	CERTIFIED PESTICIDE APP	30.00
57652	KOSSUTH COUNTY RELAY FOR LIFE	RELAY FOR LIFE SPONSOR	1,000.00
57653	MIDAMERICA COMP CORP	STATEMENT PROCESSING	4,521.37
57654	JULIE MURPHY	TRUSTEE FEE	75.00
57655	NEXSTAR	SUBS	2,947.80
57656	NIMECA	ANNUAL APPA DUES	9,115.09
57657	POWER & TELEPHONE SUPPLY	CONNECTOR	256.99
57658	ROVI	SUBS-RATE INCREASE	19.72
57659	KAREN SCHAAF	TRUSTEE FEE	75.00
57660	SLIPSTREAM	LED JANUARY 2021	1,064.00
57661	STELLAR TRUCK & TRAILER	LED AMBER FOR LOADER	399.11
57662	STUNDAHL CLEANING	CLEANING SERVICE	1,000.00
57663	EVANGELICAL FREE CHURCH	LIGHTING REBATE	2,475.19
57664	JOE HAUPTMANN	CA REBATE	500.00