

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 April 28, 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, Jay Geving and Don Heupel.

Others present: John Bilsten, General Manager, Sandra Batt, Secretary and 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 March 31, 2021 regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Geving moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

Utility Uncollectable accounts dated 02/26/2021 \$1,505.67.
Communications Uncollectable accounts dated 03/31/2021- \$2,073.58.

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

Financial Statements for February and March 2021 were presented by the Chief Financial Officer. Trustee Golwitzer moved to approve the Financial Statements and place them on file, seconded by Trustee Heupel. Motion carried unanimously.

The General Manager reported that the Water Department is looking into several long-term maintenance programs that include water towers, fire hydrants and filtering systems. He also reported that the Electric Department is planning a new underground service to the Kemna Motors campus that will not only service the new dealership but will provide an electric vehicle charger station. Discussion followed regarding trends in electric vehicle charging stations. In addition, the General Manager reported that there are over 300 traditional cable TV customers that will need to transition to Dynamic TV.

The General Manager provided information regarding a 2021 Water rate increase of 3.5% noting the information is derived 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 Golwitzer moved to set May 26, 2021 at 11:00 AM for a Public Hearing on the 2021 Water Rates. Trustee Geving seconded the motion. Motion carried unanimously.

Each year the Water Utility provides hydrant meters to contractors that require a large supply of water for projects like road milling or sewer lining. The cost of a hydrant meter with a backflow device is approximately \$3500. A Hydrant Meter Usage Policy requiring a deposit will help protect the Utility in case of damages and will place the responsibility for damages on the contractor. A motion was made by Trustee Heupel to approve Resolution 2021-07: Hydrant Usage Policy and Fees. Trustee Schaaf seconded the motion. Motion carried unanimously.

The General Manager provided information regarding the revenue received from power produced at the Whelan 2 power plant during the Level 3 Energy Emergency Alert in February 2021. The net revenue is approximately \$1.4 million and is higher than anticipated. After discussion, Trustee Golwitzer moved to provide another power cost credit of \$.0325per kWh to the AMU customers in the May 2021 billing, contingent on receiving the funds prior to billing. Trustee Schaaf seconded the motion. The motion carried unanimously.

A motion was made by Trustee Golwitzer, seconded by Trustee Geving to purchase advertising on two poles at Algona High School at \$1000 each and to purchase a membership to the Kossuth County Agriculture & Motorsports Museum for \$1,000. Motion carried unanimously.

The General Manager provided an update on Covid 19 protocols. In addition, information was provided from Hometown Connections of Lakewood, Colorado who specialize in Strategic Planning for Utilities. Discussion followed.

The next Board of Trustees meeting is scheduled for May 26, 2021 at 11:00 A.M.

A motion was made by Trustee Heupel, seconded by Trustee Geving to adjourn the meeting at 12:15 P.M. Motion carried unanimously.

/s/ Julie Murphy
Julie Murphy, Chairperson

Attest:

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

The following vouchers were approved:

Ck#	Vendor	Description	Amount
378	PAYROLL FILE FOR 4-2-21	PAYROLL	\$ 67,285.54
379	SISCO	FLEX	2,900.39

380	UPS	SHIPPING	28.62
381	MIDAMERICAN ENERGY	NEAL 4	119,000.00
382	WELLMARK HEALTH PLAN	PREMIUMS	1,816.32
383	EFTPS TRANSFER	PAYROLL TAXES	23,134.29
384	CITY OF ALGONA	CITY BACKWASH-MARCH	4,365.25
385	SISCO	FLEX	1,232.85
386	ONLINE SERVICES	UTILITY EXCHANGE/ADVERSE ACTION	83.80
387	UPS	SHIPPING	51.35
388	NIMECA	ATTACH H REV BREAKDOWN	9,114.60
389	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,071.17
390	CITY OF ALGONA	FRANCHISE FEE	5,658.12
391	SISCO	FLEX	461.49
392	AFLAC	PREMIUMS	806.20
393	PAYROLL FILE FOR 4-16-21	PAYROLL	68,472.46
394	NATIONAL CABLE TELEVISION COOP	SUBS	25,317.05
395	INTERSTATE TRS FUND	INTERSTATE TRS FUND	618.77
396	IOWA UTILITIES BOARD	IUB ASSESSMENTS	89.30
397	EFTPS TRANSFER	PAYROLL TAXES	23,263.04
398	UPS	SHIPPING	61.60
399	IPERS	IPERS	32,935.16
400	TREASURER STATE OF IOWA	STATE TREASURER	9,086.00
401	SISCO	PREMIUMS	31,914.75
402	SISCO	FLEX	1,543.27
403	USAC	SUPPORT MECHANISM	2,636.67
404	UPS	SHIPPING	27.60
405	ALGONA MUNICIPAL UTILITIES	UTILITY PAPERLESS BILLS	13,557.66
57870	ALGONA PUBLISHING CO.	RENEW SUBSCRIPTION	63.00
57871	ASCAP	ANNUAL LICENSE FEE	150.02
57872	BMI CABLE & NEW MEDIA	ANNUAL LICENSE FEE	150.02
57873	BOOT BARN, INC	EMPLOYEE CLOTHING	1,412.82
57874	BORDER STATES ELECTRIC	SUPPLIES-1" EXP CPLG ONE PIECE	668.22
57875	CENTURYLINK	SERVICE	22.91
57876	DEGEN EXTINGUISHER & REPAIR	EXTINGUISHER SERVICE	185.11
57877	EMAGINE, LLC	WEBSITE LINKS	43.75
57878	ERPELDING EXCAVATING ENT	MATERIAL	46.31
57879	HAWKINS INC.	CHEMICALS	4,169.11
57880	KOSSUTH COUNTY SPEEDWAY	PROGRAM SPONSOR	200.00
57881	RESCO	INVENTORY	12,822.67
57882	TANTALUS	TPM CONTROLLER/SOFTWARE LIC	948.00
57883	TEAMWORK TECHNOLOGY	SUPPLIES-MAINT WATER PLANT	4,239.86
57884	WESCO DISTRIBUTION INC.	SUPPLIES	145.51
57885	IRIS/DENNIS ERDMANN	WINDOW REPLACEMENT REBATE	664.20
57886	ERPELDING VOIGT & CO	LIGHTING REBATE	50.00
57887	SHIRLEY JOHNSON	WINDOW REPLACEMENT REBATE	664.20
57888	TODD OLSON	WINDOW REPLACEMENT REBATE	981.00
57889	MIKE TULL	WINDOW REPLACEMENT REBATE	545.47
57890	VOID CK	VOID CK	-
57891	CULLIGAN	REISSUE CHECK	38,193.56
57892	A & M LAUNDRY	LAUNDRY	39.84
57893	ACCESS SYSTEMS	NETWORK SUPPORT SERVICES	3,054.56
57894	AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	1,353.00
57895	ALGONA HIGH SCHOOL	LIGHTING REBATES	10,000.00
57896	ALGONA PUBLIC LIBRARY	2021 SUMMER READING PROGRAM	250.00
57897	ALGONA PUBLISHING CO.	ADVERTISING	866.86
57898	AMERICAN REGISTRY FOR INTERNET	ANNUAL FEE FOR REGISTRATION	1,000.00
57899	ARNOLD MOTOR SUPPLY	PARTS	199.23
57900	AUREON NETWORK SERVICES	DID'S	999.48
57901	BLACKHAWK SPRINKLERS INC	ANNUAL FIRE SPRINKLER INSPECTION	123.00
57902	BORDER STATES ELECTRIC	TOOLS-INVOICE LINE GUYS	136.55
57903	BROWN SUPPLY COMPANY	INVENTORY	3,361.29
57904	BUSCHERS SERVICE CENTER	FUEL	1,010.25
57905	CHROME TRUCK STOP	FUEL	680.03
57906	CITY OF ALGONA	UTILITY TRANSFER - WTR & ELECTRIC	445,000.00
57907	COOPERATIVE RESPONSE CENTER, INC.	RESPONSE CENTER	1,650.99
57908	CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	569.09
57909	DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	299.72
57910	DUMP IT INC.	SANITATION	508.11
57911	FAREWAY STORES	SUPPLIES	4.26
57912	FIVE STAR TOOL & SUPPLY	TOOL	128.24
57913	JH FOSTER	PARTS	110.93
57914	HYGIENIC LABORATORY - AR	TESTING	101.00
57915	IOWA ASSN OF MUNI UTILITIES	SGNC APRIL - JUNE 2021	3,892.75
57916	IRBY	FIBERGLASS QUICK PATCH	731.88
57917	JOHNSTON AUTOSTORES	PARTS	171.01

57918	K & H COOP OIL CO.	FUEL	45.61
57919	KLGA & KLGZ	ADVERTISING	779.40
57920	KOSSUTH COUNTY ADVANCE	NEWSPAPER DONATION	100.00
57921	MIDAMERICAN ENERGY	GAS SERVICE-23032	142.40
57922	MPOWER TECHNOLOGIES, INC	GIS UPDATE	2,250.00
57923	MUNICIPAL MANAGEMENT CORP	ISOLATED WATER LEAK (2)	800.00
57924	NATIONAL INFORMATION SOLUTIONS	MARCH 2021 RECURRNG	12,321.23
57925	NORTH IA LUMBER	SUPPLIES	649.74
57926	NORTH IOWA COMM. ACTION	CREDIT BALANCE REFUND	68.13
57927	NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	78,847.13
57928	PITNEY-BOWES INC.	LEASE	733.53
57929	POWER & TELEPHONE SUPPLY	VAULT LID	5,751.01
57930	POWER LINE SUPPLY	SUPPLIES	211.65
57931	SECURITY COVERAGE	SECURE IT PLUS	33.60
57932	T.P. ANDERSON COMPANY	AUDIT	10,800.00
57933	TEAMWORK TECHNOLOGY	CLEAR WATER SENSOR	471.00
57934	TRINITY WIND, LLC	POWER	13,965.00
57935	WESCO DISTRIBUTION INC.	SUPPLIES-ALUM SIGNS FOR POLES	1,194.66
57936	ZIEGLER INC.	REPAIR ENGINE COOLING SYSTEM	4,849.83
57937	DAVID GONZALEZHERNANDEZ	Credit Balance Refund	155.12
57938	VOID CK	VOID CK	-
57939	EDWARD JONES	457 DISTRIBUTION	74,063.96
57940	ADVANCED CONTROL SYSTEMS	SERVICE 4/1/21-6/3-/21	2,841.60
57941	ALGONA PLG. & HTG.	SUPPLIES	44.73
57942	AUREON NETWORK SERVICES	SERVICE	10,339.37
57943	BIG 10	SUBS	776.25
57944	BORDER STATES ELECTRIC	SUPPLIES	7,657.34
57945	COOKS SCRAP IRON & METAL	MATERIAL	87.03
57946	FASTENAL COMPANY	FILTERS	766.33
57947	GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICES	88.25
57948	IGLASS NETWORKS	NETWORK MONITORING	500.00
57949	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	392.40
57950	NATIONAL INFORMATION SOLUTIONS	MARCH 2021 MISC	933.83
57951	NEXSTAR	SUBS	144.90
57952	PROFESSIONAL COMPUTER SOLUTIONS	ACCOUNTING APP MAINTENANCE	695.08
57953	SHRED-IT	SHREDDING SERVICE	54.32
57954	SLIPSTREAM	LED MARCH 21	700.00
57955	SPORTSMANS CORNER, INC	AIR FILTER-TRENCHER	43.59
57956	TERRY-DURIN CO	CONDUIT-2" COUPLER	819.62
57957	THREADS	EMPLOYEE CLOTHING	32.10
57958	VAN WERT INC	DISCONNECT METERS	1,284.00
57959	PATRICK ROONEY	WINDOW REPLACEMENT	468.20
57960	HEARST TELEVISION	SUBS	2,155.00
57961	NEXSTAR	SUBS	2,198.10
57962	FOX SPORTS NET NORTH	SUBS	2,066.55
57963	ADVANCED MEDIA TECHNOLOGIES	MODEM POWER SUPPLY	99.72
57964	AJ'S SERVICE	STUMP REMOVAL	355.00
57965	ALGONA MUNICIPAL UTILITIE	PROJECT SHARE	163.36
57966	ALGONA PLG. & HTG.	MATERIAL	472.31
57967	JOHN BILSTEN	EXPENSE REIMBURSEMENT	137.50
57968	BOOT BARN, INC	EMPLOYEE CLOTHING	370.50
57969	BUGS N STUFF	PEST CONTROL	100.58
57970	CADDYSHACK	SUPPORT HOLE SPONSOR	250.00
57971	CENTURYLINK	SERVICE	149.84
57972	CENTURYLINK	CABS 2 TOWER SOUTH	305.43
57973	CENTURYLINK	REVENUE/COMPENSATION	0.13
57974	CINTAS CORPORATION #754	MEDICAL SUPPLY	226.85
57975	DAN-D LASER CARTRIDGES	SUPPLIES	90.95
57976	DGR ENGINEERING	HYDRAULIC ANALYSIS	6,086.00
57977	JAY GEVING	TRUSTEE FEE	75.00
57978	DAVID GOLWITZER	TRUSTEE FEE	75.00
57979	HAWKINS INC.	CHEMICALS	1,117.99
57980	DON HEUPEL	TRUSTEE FEE	75.00
57981	HOG SLAT	PARTS	92.33
57982	ICONECTIV, LLC	LNP	58.15
57983	IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN	6,000.01
57984	IOWA ONE CALL	UNDERGROUND LOCATION CO	137.90
57985	JESTER INSURANCE SERVICES	COMMERCIAL CYBER LIABILITY	3,600.00
57986	MIDAMERICA COMP CORP	STATEMENT PROCESSING	4,511.67
57987	JULIE MURPHY	TRUSTEE FEE	75.00
57988	NENA	COMPANY IDENTIFIER PROGRAM	255.00
57989	PMC ADVANTAGE SERVICES, INC	INSURANCE SERVICES	214,715.00
57990	POWER & TELEPHONE SUPPLY	MICRODUCT	4,399.00
57991	RESCO	ELBOW JACKET SEAL	548.26

57992	KAREN SCHAAF	TRUSTEE FEE	75.00
57993	STUNDAHL CLEANING	CLEANING SERVICE	1,000.00
57994	TEAMWORK TECHNOLOGY	TROUBLE SHOOTING WELL 6	1,050.00
57995	TELEDYNAMICS	2 FXS PORT 2 SIP	7,800.00
57996	VANTAGE POINT	CONSULTING	2,055.00
57997	ALGONA FURNITURE BARN	CREDIT BALANCE REFUND	686.77
57998	GARY KOLLASCH	WINDOW REPLACEMENT	496.59