

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 May 26, 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 – Karen Schaaf and Don Heupel.

Absent: Jay Geving and Dave Golwitzer

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

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

The consent agenda included roll call, adoption of the agenda, approval of the April 28, 2021 regular minutes, approval of the monthly vouchers and uncollectable accounts. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Heupel. Motion carried unanimously.

Utility Uncollectable accounts dated 03/31/2021 \$5,257.29.

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

Chairperson Murphy called the Public Hearing for Water Rates to order. Roll Call was taken as follows: Murphy, yes; Golwitzer, absent; Geving, absent; Schaaf, yes; Heupel, yes. The Chairperson noted no written or oral comments. Chairperson Murphy called the Public Hearing for Water Rates to a close. Roll Call votes were as follows: Murphy, yes; Golwitzer, absent; Geving, absent; Schaaf, yes; Heupel, yes. Motion carried.

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

General Managers Report - Neal 4, Walter Scott and Whelan #2 were offline the whole month of April. Infrastructure for electric car charging stations was discussed. Kemna Motors requested that overhead lines in front of their facility be relocated to underground and a cost sharing agreement was arranged. The Willow Creek Wind Energy Facility in Butte South Dakota is now operational. NIMECA members share of the project will be 46 megawatts and Algona's share will have 11.1 megawatts or approximately 48,000,000 kWh annually. The General Manager also reported that 2 blocks of new water main have been installed on Main Street. The Main Street Water Main project is expected to be complete by the end of June 2021. In addition, the Communications Department transition from Traditional Cable TV to Dynamic TV is going well with plans to convert long term care facilities, assisted living facilities, the Algona Family YMCA and the hospital by fall.

Resolution 2021-08 – Water Rates. After discussion, Trustee Heupel moved to approve the new Water Rates effective with water billed on or about June 30, 2021. Trustee Schaaf seconded the motion. Motion carried unanimously.

The General Manager reported that AMU has hired a summer high school student, Isabelle Gibbs, to work in the AMU office. Isabelle will assist with general office duties. Trustee Schaaf moved to set the wage at \$13.50 per hour. Trustee Heupel seconded the motion. Motion carried unanimously.

Trustee Schaaf moved to set June 30, 2021 at 11:00 AM for a Public Hearing on an Amendment to the Inter-Utility Loan and Approving Interest Rate. Trustee Heupel seconded the motion. Motion carried unanimously.

Trustee Heupel moved to approve a Resolution Authorizing the Redemption and Early Principal and Interest Payment of Outstanding Series 2011 Electric Utility Bonds. The resolution will allow AMU to make bond payments of \$1,080,000 and related interest July 1, 2021 rather than December 1, 2021 and realize the interest savings. Trustee Schaaf seconded the motion. Motion carried unanimously.

Trustee Schaaf moved to approve a coverage plan and carrier change to the AMU Dental Plan that will allow for better coverage for in network and out of network dental services. Trustee Heupel seconded the motion. Motion carried unanimously.

The General Manager provided an update on Covid 19 protocols. The General Manager also provided the Board with educational materials for future strategic planning sessions. Discussion followed. It was determined that a schedule be established for review of the materials. The General Manager will provide a schedule for the Board at the next Board meeting.

The next Board of Trustees meeting is scheduled for June 30, 2021 at 11:00 A.M.

A motion was made by Trustee Heupel, seconded by Trustee Schaaf to adjourn the meeting at 11:48 A.M. Motion carried unanimously.

/s/ Julie Murphy  
Julie Murphy, Chairperson

Attest:

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

The following vouchers were approved:

<u>Ck#</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
406	CITY OF ALGONA	FRANCHISE FEE	\$ 5,534.33
407	PAYROLL - DIRECT DEPOSIT	PAYROLL	66,350.29
408	SISCO	FLEX	1,896.80
409	EFT - SALES TAX TRANSFER	QTR WATER EXCISE TAX	3,000.00
410	EFT - SALES TAX TRANSFER	QTR-SALES TAX REMITTANCE	14,000.00
411	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE	2,900.00
412	EFT - SALES TAX TRANSFER	SALES TAX	13,484.00
413	ALGONA MUNICIPAL UTILITIES	PAPERLESS UTILITY BILLS	10,882.71
414	MIDAMERICAN ENERGY	NEAL 4	125,000.00
415	EFTPS TRANSFER	PAYROLL TAXES	22,907.60
416	TREASURER, STATE OF IOWA	USE TAX - 1ST QTR 2021	2,010.00
417	UPS	SHIPPING	55.63
418	SISCO	FLEX	9,625.44
419	CARD CENTER	EXPENSES	366.60
420	WELLMARK HEALTH PLAN	PREMIUM	1,718.37
421	IOWA STATE BANK	LOAN	18,723.17
422	CITY OF ALGONA	AMU WATER PLANT CITY SEWER USAGE	4,224.59
423	CARD CENTER	EXPENSES-BUSINESS 1	2,051.87
424	NATIONAL CABLE TELEVISION COOP	REMOTE CONTROL	929.26
425	NATIONAL CABLE TELEVISION COOP	MATERIAL	371.22
426	UPS	SHIPPING	57.94
427	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,070.10
428	TREASURER STATE OF IOWA	TREASURER-STATE	12,580.00
429	EFT - SALES TAX TRANSFER	SALES TAX	13,296.00
430	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	3,352.00
431	IPERS	IPERS	46,973.28
432	SISCO	FLEX	4,997.68
433	PAYROLL - DIRECT DEPOSIT	PAYROLL	66,433.74
434	AFLAC	PREMIUM	806.20
435	UPS	SHIPPING	28.94
436	ONLINE SERVICES	ACTION LETTERS/UTILITY EXCHANGE	104.20
437	ONLINE SERVICES	BAD DEBT	113.49
438	EFTPS TRANSFER	PAYROLL TAXES	22,907.60
439	NATIONAL CABLE TELEVISION COOP	SUBS	26,313.75
440	SISCO	FLEX	420.67
441	UPS	SHIPPING	32.06
57999	A & M LAUNDRY	LAUNDRY SERVICES	39.84
58000	ALGONA MUNICIPAL UTILITIES	COMMUNICATIONS	3,311.69
58001	ALGONA PLG. & HTG.	SUPPLIES FOR CURB STOP	104.35
58002	SANDY BATT	EXPENSE REIMBURSEMENT	479.09
58003	BOMGAARS	SUPPLIES-WATER	93.46
58004	BOOT BARN, INC	EMPLOYEE CLOTHING	232.99
58005	BROWN SUPPLY COMPANY	INVENTORY	1,326.51
58006	CENTURYLINK	CABS 2 TOWER SOUTH	26.07
58007	CONSORTIA CONSULTING BY TELEC	GENERAL CONSULTING SUPPORT	975.00
58008	DITCH WITCH OF MINNESOTA & IOWA	PIPE FOR DIRECTIONAL DRILL	3,475.60
58009	DPT MECHANICAL, LLC	PUMP	1,505.09
58010	ELECTRONIC SPECIALITIES, INC	HEADSET	654.41
58011	ERPELDING EXCAVATING ENT	REPAIR LEAK	4,978.65
58012	HAROLD K SCHOLZ, CO.	RESOLVE GENERATOR #6/LABOR/TRAVEL	2,634.10
58013	IDALS	PESTICIDE APPLICATOR CERTIFICATION	15.00
58014	JOHN DEERE FINANCIAL	PARTS	250.21
58015	KNIGHT PROTECTION, INC	FIRE ALARM TESTING	571.00
58016	LINCOLN LIFE	DEFERRED COMPENSATION	4,059.62
58017	METLIFE SMALL BUSINESS CENTER	PREMIUM	3,401.25
58018	NORTHWEST COMM NETWORK	BAND WIDTH	616.50
58019	PITNEY-BOWES INC.	ENVELOPES	15.19
58020	POWER LINE SUPPLY	HOIST STRAP	1,948.69
58021	RANKO EQUIPMENT LLC	PARTS	258.20
58022	REDING GRAVEL & EXC.	PEA GRAVEL	36.60
58023	RESCO	CLAMP	682.13
58024	SKARSHAUG TESTING LABS	TESTING	2,169.50
58025	SPENCER MUNICIPAL UTILITIES	1ST QTR 2021 REIMBURSEMENT	311.82
58026	THREADS	EMPLOYEE CLOTHING	94.16
58027	VERMEER	PARTS	1,830.39
58028	HEATH VILETA	EXPENSE REIMBURSEMENT	122.49
58029	WESCO DISTRIBUTION INC.	MATERIAL	26,738.38
58030	WHEELER WORLD INC	UNIT 6 FUEL ISSUES	13,348.13
58031	ZIEGLER INC.	FRT	151.20
58032	AMERICAN MARINE	LIGHTING REBATES	274.04
58033	BAADE RENTALS, LLC	CUSTOMER REFUND	254.51
58034	TIM/SONIA DAHL	CUSTOMER REFUND	73.61

58035	LEANNE GIFFORD	WINDOW REPLACEMENT REBATE	260.00
58036	ZUZELIS GONZALES DELGADO	CUSTOMER REFUND	71.52
58037	LUDWIG LANDON	CUSTOMER REFUND	57.99
58038	DAVE LOSS	CA REBATE	500.00
58039	RICHARD MARLIER	CUSTOMER REFUND	57.99
58040	CYRILLA MARTI	CUSTOMER REFUND	59.20
58041	MUELLER CHIROPRACTOR	CUSTOMER REFUND	6.33
58042	JANET MULLER	CUSTOMER REFUND	17.85
58043	NANCY WALKER	CUSTOMER REFUND	69.89
58044	JESSICA WOIDYLA	CUSTOMER REFUND	73.45
58045	ACCESS SYSTEMS	DATTO SIRIS	4,485.76
58046	AHLERS & COONEY, P.C.	PROFESSIONAL SERVICES	1,341.00
58047	ALGONA PLG. & HTG.	ENERGY EFFICIENCY AD REBATE	100.00
58048	ALGONA ROTARY CLUB	SPONSORSHIP FOR BRAK 2021	500.00
58049	AMERICAN WATER WORKS ASSN	MEMBERSHIP RENEWAL	394.00
58050	ARNOLD MOTOR SUPPLY	PARTS	307.74
58051	AUREON NETWORK SERVICES	DID'S	999.48
58052	BGHS BOOSTER CLUB	BOOSTER CLUB-BASEBALL SIGN	100.00
58053	BOMGAARS	SUPPLIES	528.46
58054	BORDER STATES ELECTRIC	FAULT INDICATOR	3,592.70
58055	BUSCHERS SERVICE CENTER	FUEL	2,136.85
58056	CASA SYSTEMS, INC	SOFTWARE LICENSE 3/19/21-3/19/22	65,793.00
58057	CORN BELT POWER COOP	REPLACE 4 POLES IN RIVER BOTTOM	51,530.53
58058	DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS FEED	550.00
58059	ELECTRONIC SPECIALITIES, INC	FM TRANSCEIVER	71.43
58060	IOWA UTILITIES BOARD	ASSESSMENT	12,044.00
58061	IRBY	GUARD STEEL	789.66
58062	K & H COOP OIL CO.	FUEL	45.52
58063	KOSSUTH COUNTY ADVANCE	NEWSPAPER DONATION	100.00
58064	KOSSUTH COUNTY AG/MOTORSPORTS	MEMBERSHIP FORM	1,000.00
58065	KOSSUTH COUNTY EMERGENCY MNGT	911 SURCHARGE	4,151.82
58066	NAPA AUTO PARTS-ALGONA	PARTS	61.98
58067	NORTH IOWA APPLIANCE CENTER	ENERGY EFFICIENCY AD REBATE	94.50
58068	NORTHERN IOWA COMMUNICATIONS	PROGRAMMING	82,227.55
58069	POWER & TELEPHONE SUPPLY	HEAD END MATERIAL	901.51
58070	POWER LINE SUPPLY	HOIST STRAP (2)	671.96
58071	SECURITY COVERAGE	SECURE IT PLUS	33.60
58072	SKARSHAUG TESTING LABS	TESTING	215.04
58073	SPENCER MUNICIPAL UTILITIES	PURCHASE COAX AND USED GENERATORS	8,806.20
58074	TELEDYNAMICS	4 FXS PORT 4 SIP PROFILES	1,460.00
58075	THREADS	EMPLOYEE CLOTHING	28.89
58076	TRINITY WIND, LLC	POWER	14,210.00
58077	USABLUEBOOK	SUPPLIES	72.43
58078	WESCO DISTRIBUTION INC.	OKON 161-23-3069 15KV	21,593.83
58079	WEST BEND MUNICIPAL UTILITIES	SINGLE	96.30
58080	BUSCHERS SERVICE CENTER	LIGHTING REBATES	180.00
58081	LISA CASSMANN	CUSTOMER REFUND	56.71
58082	CAROLINE GILBERTSON	CUSTOMER REFUND	28.92
58083	JIM MONSON	CA REBATE	300.00
58084	ACCESS SYSTEMS	SERVICE TICKET 753753,788844,793535	575.13
58085	AJ'S SERVICE	STUMP REMOVAL	470.00
58086	ALGONA CHAM. OF COMMERCE	PARTY IN THE PARK	250.00
58087	ALGONA PUBLISHING CO.	ADVERTISING	1,804.93
58088	BGHS BOOSTER CLUB	BLACK AND GOLD CLUB MEMBER	330.00
58089	BORDER STATES ELECTRIC	COMBO POLY	858.00
58090	BROWN SHOE FIT CO	SUPPLIES	98.61
58091	BROWN SUPPLY COMPANY	INVENTORY	887.35
58092	BUSCHER BROS. CORPORATION	PARTS	26.58
58093	CENTRAL IOWA DISTRIBUTING	SUPPLIES	51.73
58094	CHROME TRUCK STOP	FUEL	671.59
58095	CITY OF ALGONA	WATER MAIN PROJECTS	14,599.08
58096	CONFLUENT	CABLE, IN-HOUSE/COMMSCOPE	1,350.75
58097	CONSORTIA CONSULTING BY TELEC	CONSULTING SUPPORT	975.00
58098	COOPERATIVE RESPONSE CENTER, INC.	RESPONSE CENTER	1,612.32
58099	DEGEN EXSTINGUISHER & REPAIR	FIRE EXTINGUISHER INSPECTION	1,266.88
58100	DISPLAY SYSTEMS INTERNATIONAL	WEATHER GRAPHICS	550.00
58101	DIVERSIFIED ADJUSTMENT SERVICE	BAD DEBT	92.46
58102	DUMP IT INC.	SANITATION	321.81
58103	FASTENAL COMPANY	SUPPLIES	252.65
58104	GLENS GREEN THUMB	ROCK	50.00
58105	GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICES	88.25
58106	HACH CHEMICAL CO.	CHEMICALS	497.53
58107	HAWKINS INC.	CHEMICALS	1,333.31
58108	HYGIENIC LABORATORY - AR	TESTING	101.00

58109	IRBY	CUTOUT TERMINATOR BRACKET	369.69
58110	KLGA & KLGZ	ADVERTISING	1,402.00
58111	KOSSUTH REG. HEALTH CENTER	TESTING	50.00
58112	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	394.43
58113	NATIONAL INFORMATION SOLUTIONS	APRIL 2021 AMS	8,946.66
58114	NORTH IA LUMBER	SUPPLIES	146.72
58115	NORTH IOWA MECHANICAL	HEAT PUMP IN N POWER PLANT OFFICE	2,500.00
58116	POWER & TELEPHONE SUPPLY	ONT MOCA DUAL SFU/MOUNTING KIT	8,816.98
58117	REDING GRAVEL & EXC.	ROADSTONE, SAND, PIT RUN GRAVEL	764.26
58118	REED ELECTRIC	JACKET PUMP ON GENERATOR	97.50
58119	SLIPSTREAM	LED APRIL 2021	1,249.50
58120	SPORTSMANS CORNER, INC	FUEL PUMP-TRENCHER	88.77
58121	UNITYPOINT CLINIC-OCC MEDICINE	TESTING	84.00
58122	USABLUEBOOK	SUPPLIES	6.66
58123	VERMEER	PARTS	359.43
58124	WESCO DISTRIBUTION INC.	ELEM PEAD26 ADAPTER	182.33
58125	ZIEGLER INC.	SWITCH, FLOW DETECTOR	596.87
58126	MAXINE CUNNINGHAM	ELECTRIC METER CONVERSION REBATE	75.00
58127	DTM HOMES	CA REBATE	500.00
58128	DTM HOMES	CA REBATE	500.00
58129	JOHN DYER	CA REBATE	500.00
58130	AMANDA M JACOBSON	CREDIT BALANCE REFUND	107.86
58131	DAVE SCHMITT	CA REBATE	300.00
58132	AMERICAN GLASS COMPANY	FILTER ROOM WINDOWS	4,750.00
58133	AUREON NETWORK SERVICES	NETWORK SERVICES	10,605.53
58134	BALLY SPORTS NORTH	SUBS	1,761.06
58135	BIG 10	SUBS	661.50
58136	BROWN SUPPLY COMPANY	INVENTORY RESTOCK	3,160.70
58137	CENTURYLINK	SERVICE	149.84
58138	CENTURYLINK	REVENUE/COMPENSATION	0.07
58139	CINTAS CORPORATION #754	SUPPLIES	225.58
58140	DGR ENGINEERING	ELECTRIC RATE STUDY	5,399.00
58141	ECHO ELECTRIC SUPPLY	INTERDUCT	2,385.03
58142	ELECTRONIC SPECIALITIES, INC	LABOR-PP	21.40
58143	FOUNDERS DAY	FOUNDER'S DAY SPONSORSHIP	500.00
58144	JAY GEVING	TRUSTEE FEE	75.00
58145	DAVID GOLWITZER	TRUSTEE FEE	75.00
58146	HEARST TELEVISION	SUBS	1,940.00
58147	DON HEUPEL	TRUSTEE FEE	75.00
58148	IGLASS NETWORKS	NETWORK MONITORING	500.00
58149	METLIFE SMALL BUSINESS CENTER	PREMIUMS	3,401.25
58150	MIDAMERICA COMP CORP	STATEMENT PROCESSING	4,434.51
58151	JULIE MURPHY	TRUSTEE FEE	75.00
58152	NEXSTAR	SUBS	2,102.28
58153	POWER & TELEPHONE SUPPLY	SPRAY WASP AND ANT KILLER	77.65
58154	PROFESSIONAL COMPUTER SOLUTIONS	MAY -ACCOUNTING APPLICATION	695.08
58155	RESCO	CONNECTOR TYPE	295.32
58156	SAFETAY-KLEEN	PARTS WASHER SERVICE-SOLVENT	178.05
58157	KAREN SCHAAF	TRUSTEE FEE	75.00
58158	SHRED-IT	SHREDDING SERVICE	369.06
58159	STEIER AG	LAWN MIX	487.44
58160	THE WATER CONNECTION	3/8 TEE	7.48
58161	MARIAH ANDERSON	CUSTOMER REFUND	155.77
58162	RAUL BATISTA	CUSTOMER REFUND	50.26
58163	MATTHEW/ANGELIQUE BERRY	CUSTOMER REFUND	347.94
58164	VICTORIA BIERSTEDT	WINDOW REBATE	539.80
58165	JEFF BRADLEY	CUSTOMER REFUND	21.26
58166	CALMING EFFECTS MASSAGE	CUSTOMER REFUND	34.79
58167	ELIJAH/JENNA GELHAUS	CUSTOMER REFUND	13.53
58168	DENNIS HEERDT	CUSTOMER REFUND	10.40
58169	TRAVIS HELMERS	CUSTOMER REFUND	79.25
58170	RACHEL JONES	CUSTOMER REFUND	19.74
58171	PAUL KENNE	CA REBATE	300.00
58172	LUKE KOHUT-JACKSON	CUSTOMER REFUND	19.72
58173	CAYLEY LORIMOR	CUSTOMER REFUND	99.05
58174	ABRAHAM MOLINA DORTA	CUSTOMER REFUND	21.26
58175	NORTH CENTRAL RENTALS	WINDOW REPLACEMENT	263.49
58176	CESAR OSORIO	CUSTOMER REFUND	11.83
58177	IRENE PETERSEN	CUSTOMER REFUND	69.07
58178	ALEXANDER SMITH	CUSTOMER REFUND	40.59
58179	PATRICIA TAYLOR	CUSTOMER REFUND	70.54
58180	THE FURNITURE BARN	CUSTOMER REFUND	209.80
58181	LUEDIS URRUTIA SALAZAR	CUSTOMER REFUND	50.26
58182	BRIAN YACKLE	CUSTOMER REFUND	57.99

58183	BORDER STATES ELECTRIC	SUPPLIES	1,050.00
58184	STUNDAHL CLEANING	CLEANING SERVICE	1,000.00