

Minutes of Work Session  
of the  
Algona Municipal Utilities' Board of Trustees

A work session of the Board of Trustees of the Algona Municipal Utilities was held at Algona Municipal Utilities office, 104 W. Call Street, Algona, Iowa November 10, 2021 at 11:00 AM.

Board members present in person: Julie Murphy, Chairperson; Trustees - Karen Schaaf, Jay Geving, Don Heupel and Mike Sabin.

Others present in person: John Bilsten, General Manager, Sandra Batt, Secretary and Chief Financial Officer and Scott Buchanan, General Counsel.

Chairperson Murphy called the meeting to order at 11:06 AM.

The Chief Financial Officer and the General Manager presented the 2021 Amended Utility Budget and the 2022 Utility Budget.

Trustee Sabin moved to adjourn the meeting, seconded by Trustee Heupel. Motion carried unanimously. The meeting adjourned at 11:57 PM.

/s/ Julie Murphy  
Julie Murphy, Chairperson

Attest:

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

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 Algona Municipal Utilities office, 104 W. Call Street, Algona, Iowa on November 10, 2021 at 11:30 AM.

Board members present: Julie Murphy, Chairperson; Trustees – Jay Geving, Don Heupel, Karen Schaaf and Mike Sabin.

Others present in person: John Bilsten, General Manager, Sandra Batt, Secretary and Chief Financial Officer and Scott Buchanan, General Counsel.

Chairperson Murphy called the meeting to order at 11:57 AM

The consent agenda included roll call, adoption of the agenda, approval of the October 27, 2021 Work Session minutes and the October 27, 2021, regular minutes. Trustee Heupel moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

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

Trustee Geving moved to use the same prefunded Health Savings Account contributions for 2022 that were used for 2021. Employees opting for the single coverage, high deductible plan would receive \$1,000 and employee's opting for the family coverage, high deductible plan would receive \$2,000. Trustee Sabin seconded the motion and the motion carried.

Trustee Sabin moved to extend the effective contribution freeze date of the old 457 Plan to December 31, 2021. Trustee Schaaf seconded the motion. Motion carried unanimously.

Trustee Sabin moved to set the date and time for the Public Hearing on Communication Rate Adjustments for December 1, 2021 at 11:00 AM. Trustee Heupel seconded the motion. Motion carried unanimously.

A revolving loan application was received from Innovations Salon and Spa, LLC for \$80,000. The AMU Revolving Loan Committee recommended the approval of the loan with a 3.0% interest rate and monthly payments for seven years, contingent on obtaining satisfactory collateral. Trustee Geving moved to approve the loan, contingent on obtaining satisfactory collateral. Trustee Heupel seconded the motion. Motion carried unanimously.

The next Board of Trustees Strategic Planning Work Session is scheduled for November 18, 2021 at 9:00 AM.

The next Board of Trustees regular meeting and Public Hearing on Communication rates and 2021 Amended Budget and 2022 Budget is scheduled for December 1, 2021, at 11:00 A.M.

Trustee Heupel moved to adjourn the meeting, seconded by Trustee Sabin. Motion carried unanimously. The meeting adjourned at 12:14 PM.

/s/ Julie Murphy  
Julie Murphy, Chairperson

Attest:

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