

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 in the office of the Algona Municipal Utilities at 104 W. Call Street, Algona, Iowa on March 13, 2013 at 11:00 A.M.

Present: Jay Geving, Chairman; Trustees – Walter Krahenbuhl, Karen Schaaf, David Golwitzer, Julie Murphy

Absent: None

Also Present: John Bilsten, General Manager; Brien Rindone, Secretary – Comptroller; Scott Buchanan, General Counsel

Chairman Geving called the meeting to order at 11:00 A.M.

The consent agenda included adoption of the agenda, approval of the February 14, 2013 regular meeting minutes, and approval of the monthly vouchers. Trustee Krahenbuhl moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed the January 2013 Financial Statements. Trustee Golwitzer moved to approve the financial statements and place them on file, seconded by Trustee Murphy. Motion carried unanimously.

The General Manager updated the Board on a number of topics including the 4G cellular site, cable channels and head end updates, KRHC Dialysis center, Governance Handbook, Board Policy Handbook, Main Bearing protection on engines #6 and #7, RICE rule compliance, modem speed upgrades, Telephone system maintenance, employee evaluations and job descriptions, Webster Substation repairs, NIMECA annual picnic, and the Bishop Garrigan Capital campaign.

The General Manager presented a transfer to the City of Algona for the Economic Development Revolving Loan Fund. Trustee Krahenbuhl moved to approve the transfer, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed the 2013 Energy Efficiency programs. Trustee Schaaf moved to approve the programs, seconded by Trustee Krahenbuhl. Motion carried unanimously.

The next meetings are as follows:

- April 12, 2013 at 11:00 A.M. – Regular meeting
- May 8, 2013 at 11:00 A.M. – Regular Meeting
- June 5, 2013 at 11:00 A.M. – Regular Meeting

Upon motion and vote, the meeting adjourned at 12:00 P.M.

/s/ Jay B. Geving
Jay B. Geving, Chairman

Attest:

/s/ Brien Rindone
Brien Rindone, Secretary

The following Vouchers were approved:

Chk #	Vendor	Description	Amount
	PAYROLL		\$ 101,426.13
38394	ALGONA VIPS	HOAGIE SALES- 4 DOZEN	128.00
38395	ROD JOHNSON	EMPLOYEE MISC	60.00
38396	ROETHLER, LOWELL	EMPLOYEE MISC	148.74
38397	KAJEWSKI, STEPHEN	EMPLOYEE MISC	30.00
38398	LAURA THILGES	EMPLOYEE MISC	128.00
38399	HEATH VILETA	EMPLOYEE MISC	124.00
38400	CHAPMAN METERING	METER TESTING SERVICES	3,192.35
38401	JASON FETT	EMPLOYEE MISC	471.00
38402	ROBERT JENNINGS	EMPLOYEE MISC	42.40
38403	SMITH, DANIEL	EMPLOYEE MISC	40.00
38404	ALGONA MUNICIPAL UTILITIES	KIWANIS RADIO AUCTION - DONATION	100.00
38405	STEVE GRANDGENETTE	EMPLOYEE MISC	140.00
38406	A & M LAUNDRY	SUPPLIES	31.40
38407	AL'S REPAIR	SERVICE	69.02
38408	ALGONA MACHINE & SUPPLY	SUPPLIES	253.60
38409	ALGONA MUNICIPAL UTILITIES	COMM SERIVCES	4,841.09
38410	ALGONA PLUMBING & HEATING	APPLIANCE REBATE - SHIPLER	40.00
38411	ALGONA PUBLISHING CO.	ADVERTISING SERVICES	583.98
38412	ALGONA PUBLISHING COMPANY	NIE NEWSPAPERS	62.50
38413	ALTEC INDUSTRIES INC.	PARTS	296.84
38414	AMERICAN PUBLIC POWER ASSOC.	EPA'S RULING	933.46
38415	AMU-SKYLINK. L.C.	INVENTORY	273.94
38416	ARNOLD MOTOR SUPPLY	PARTS	33.63

38417	ROSEMARY BEENKEN	EMPLOYEE MISC	202.60
38418	JARON BENZ	EMPLOYEE MISC	192.31
38419	BIG 10	SUBS	2,357.20
38420	BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	120.00
38421	BROWN SUPPLY COMPANY	INVENTORY	1,135.11
38422	BUSCHER'S SERVICE CENTER	FUEL	962.60
38423	CASEY'S GENERAL STORE	FUEL	1,021.93
38424	CENTRAL IOWA DISTRIBUTING	SUPPLIES	231.20
38425	CHROME COUNTRY INN	SERVICE	176.93
38426	CITY OF ALGONA	SAMPLE ST PROJECT	10,677.35
38427	CITY OF ALGONA	2012 PILOT PAYMENT	337,751.29
38428	COLORS	PAINT	57.90
38429	COMPUTER SYSTEMS ASSOCIATES	EQUIPMENT	963.05
38430	COOK'S SCRAP IRON & METAL	MATERIALS	406.52
38431	CRESCENT ELECTRIC SUPPLY	SUPPLIES	207.28
38432	CUMMINS CENTRAL POWER	INSPECTION SERVICES	670.68
38433	DAKOTA SUPPLY GROUP	METER	2,539.08
38434	DAN-D LASER CARTRIDGES	TONER	107.00
38435	DEX MEDIA EAST	ADVERTISING CHARGES	54.05
38436	DIAMOND'S	EMPLOYEE CLOTHING	478.03
38437	DISCOVERY COMMUNICATIONS LLC	SUBS	466.54
38438	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	40.31
38439	DUECO INC.	SERVICE	4,581.63
38440	DUMP IT INC.	DUMPSTER	478.83
38441	EISCHEN SALES INC	PARTS	35.26
38442	ESPN	SUBS	257.85
38443	EVEN, MATT	WINDOW REBATE	1,500.00
38444	FAREWAY STORES	SUPPLIES	117.54
38445	JASON FETT	EMPLOYEE MISC	108.00
38446	FOX SPORTS NET NORTH	SUBS	4,764.20
38447	JAY GEVING	METER CONVERSION REBATE	150.00
38448	GRAYBAR ELECTRIC CO INC	FREIGHT	1,597.26
38449	HACH CHEMICAL CO.	CHEMICALS	506.37
38450	HJELMELAND FAMILY LP	APPL REBATE - 9 WASHER REBATES	900.00
38451	HOMETOWN DISTRIBUTING LLC	ICE MELT	80.25
38452	HUB TELEVISION NETWORKS, LLC	SUBS	126.60
38453	HUTZELL'S, INC	SUPPLIES	395.03
38454	HY-VEE	PURCHASES	194.92
38455	HYGIENIC LABORATORY - AR	LAB SERVICES	84.00
38456	I&S GROUP, INC	GIS DATA COLLECTION	700.00
38457	IA DIST.WIND GEN.PROJECT	SHARED COSTS	516.84
38458	IGLASS NETWORKS	NETWORK MONITORING	500.00
38459	IOWA ASSN OF MUNI UTILITIES	DEMAND RESPONSE GRANT	7,136.96
38460	IOWA NETWORK SERVICES	COMMUNICATIONS SERVICES	21,694.87
38461	IOWA ONE CALL	SERVICE	20.40
38462	JCL SOLUTIONS	SUPPLIES	77.51
38463	JOHNSTON AUTOSTORES	PARTS	20.92
38464	KAAL	RETRANSMISSION	742.80
38465	KLGA - FM	ADVERTISING SERVICES	944.50
38466	LIN TELEVISION CORP	RETRANSMISSION	1,207.05
38467	MIDAMERICAN ENERGY	ENERGY AUDIT	68.21
38468	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	336.90
38469	MIDWEST UNDERGROUND SUPPLY	PARTS	167.41
38470	MITCHELL INSTRUMENT COMPANY, INC	METER	259.99
38471	MONSON SALVAGE	PARTS	32.10
38472	MOTOR INN AUTO GROUP	SERVICE	249.93
38473	MUNICIPAL MANAGEMENT CORP	ISOLATE WATER LEAK	600.00
38474	NAPA AUTO PARTS-ALGONA	SUPPLIES	14.46
38475	NATIONAL GEOGRAPHIC CHANNEL	SUBS	234.09
38476	NATIONAL GEOGRAPHIC HD	SUBS	58.92
38477	NEU STAR	LNP CHARGES	400.00
38478	NG-911, INC	DATABASE MANAGEMENT	150.00
38479	NORTHERN IOWA COMMUNICATIONS	BANDWITH	7,996.93
38480	OAK HILL CONSULTING	ENGINEERING SERVICES	1,984.00
38481	PAPPAS TELECASTING OF IOWA	RETRANSMISSION	835.65
38482	PRO-BUILD	SUPPLIES	306.64
38483	PROFESSIONAL COMPUTER SYSTEMS	SUPPLIES	31.00
38484	ROVI	SUBS	1,366.31
38485	SAFETEY-KLEEN	SUPPLIES	165.90
38486	SBEMCO	MISC MAT REMANAT	100.00

38487	SHIPLER, TERRIE	APPL REBATE - WTR HTR	50.00
38488	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION	2,599.80
38489	T&R ELECTRIC	REPAIR SERVICE	325.00
38490	T.P. ANDERSON COMPANY	AUDIT SERVICES	1,059.00
38491	THE UPHOLSTERY SHOP	SERVICE	90.95
38492	THREADS	EMPL CLOTHING AND EMBROIDERY	394.56
38493	TOWER DISTRIBUTION CO	SUBS	351.22
38494	TRIBUNE MEDIA SERVICES	WEATHER SERVICE	78.41
38495	TRUPKE ELECTRIC MOTOR	MATERIALS/SERVICE	325.60
38496	WATER HEATER INNOVATIONS	CREDIT INVOICE	136.25
38497	WEATHERCENTRAL	WEATHER SERVICE	440.00
38498	WESCO DISTRIBUTION INC.	SUPPLIES	69.94
38499	WHO TV	YEARLY RETRANSMISSION FEES	25,226.40
38500	WOI-TV	RETRANSMISSION	3,276.95
38501	BILSTEN, JOHN	EMPLOYEE MISC	113.50
38502	DEGEN, ERIC J.	EMPLOYEE MISC	100.00
38503	GM CONTRACTING, INC	WATER MAIN GARFIELD & CHURCH	10,454.62
38504	ROD JOHNSON	EMPLOYEE MISC	60.00
38505	KAJEWSKI, STEPHEN	EMPLOYEE MISC	18.70
38506	JERRY LARSEN	EMPLOYEE MISC	76.00
38507	JERRY A LARSEN	EMPLOYEE MISC	47.00
38508	JEREMY PROTHMAN	EMPLOYEE MISC	3,113.39
38509	KAJEWSKI, STEPHEN	EMPLOYEE MISC	46.13
38510	DIANE ELBERT MEMORIAL FUND	DONATION TO MEMORIAL FUND	45.00
38511	JARON BENZ	EMPLOYEE MISC	90.00
38512	CARD CENTER	PURCHASES	4,764.52
38513	ROBERT JENNINGS	EMPLOYEE MISC	38.00
38514	ROD JOHNSON	EMPLOYEE MISC	60.00
38515	KENNE, PAUL	EMPLOYEE MISC	173.82
38516	JEREMY PROTHMAN	EMPLOYEE MISC	500.00
38517	SMITH, DANIEL	EMPLOYEE MISC	128.00
38518	AFLAC	PREMIUMS	626.32
38519	ALGONA CHAM. OF COMMERCE	WELLNESS PROGRAM	5,100.00
38520	ALGONA MUNICIPAL UTIL.	EMPLOYEE SELF INSURANCE	446.00
38521	ALGONA MUNICIPAL UTILITIES	ELECTRIC SERVICES	2,856.70
38522	ALGONA PLG. & HTG.	SUPPLIES WATER PLANT	32.70
38523	AVESIS THIRD PARTY ADMIN	INSURANCE PREMIUM	460.46
38524	BARNES DISTRIBUTION	SUPPLIES	664.89
38525	BBC AMERICA INC	SUBS	263.58
38526	NINA BIERSTEDT	COMMUNICATION REFUND	31.58
38527	BOMGAARS	SUPPLIES	481.61
38528	BROWN SUPPLY COMPANY	REISSUE CHECK	867.00
38529	CENTURYLINK	SERVICE	109.81
38530	CENTURYLINK	LOCAL INTERCONNECTION	226.46
38531	CENTURYLINK	LOCAL MESSAGE COMPENSATION	12.34
38532	CHAPMAN METERING	METER TESTING	9,861.39
38533	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	1,450.00
38534	CORN BELT POWER COOP	TRANSMISSION SERVICES	39,666.00
38535	CULVER - HAHN ELECTRIC SUPPLY	SUPPLIES	107.77
38536	DEGEN, ERIC J.	EMPLOYEE MISC	128.74
38537	DUECO INC.	SERVICE AND SUPPLIES UNIT 2	1,172.02
38538	EISCHEN SALES INC	SUPPLIES	34.14
38539	ART/CLARICE ELBERT	COMMUNICATION REFUND	35.89
38540	ELECTRICAL MATERIALS CO.	RUHNKE BROS METER SOCKET	1,867.15
38541	ERPELDING EXCAVATING ENT	WATER LEAK 801 W MCGREGOR	7,188.63
38542	FASTENAL COMPANY	SUPPLIES	32.22
38543	FOERTSCH P & H	APPLIANCE REBATE - KLINE	40.00
38544	GABRIELSON, KEN	COMMUNICATION REFUND	44.80
38545	GATTON, DONALD	APPLIANCE REBATE - WASHER	100.00
38546	JAY GEVING	TRUSTEE FEE	75.00
38547	DAVID GOLWITZER	TRUSTEE FEE	75.00
38548	HAAG, JACK	COMMUNICATION REFUND	55.24
38549	IOWA DEMOCRATIC PARTY	COMMUNICATION REFUND	6.61
38550	IOWA STATE BANK	COMMUNICATION LOAN PAYMENT	3,971.58
38551	IOWA STATE BANK	COMMUNICATION LOAN PAYMENT	17,856.79
38552	ROBERT JENNINGS	EMPLOYEE MISC	40.00
38553	RUTH JOHNSON	COMMUNICATION REFUND	17.54
38554	KEMNA AUTO CENTERS	REPAIRS 2008 DODGE RAM	2,710.25
38555	RON/KIM KERKHOFF	APPLIANCE REBATE - AC	200.00
38556	JANETT KLINE	APPL REBATE - WATER HEATER	50.00

38557	JENNA KOLLASCH	COMMUNICATION REFUND	106.00
38558	WALTER KRAHENBUHL	TRUSTEE FEE	75.00
38559	SARAH LARKIN	COMMUNICATION REFUND	108.03
38560	LINCOLN LIFE	DEFERRED COMPENSATION	2,645.00
38561	METLIFE SMALL BUSINESS CENTER	INSURANCE PREMIUMS	2,725.25
38562	MIDAMERICAN COMP CORP	BILLING SERVICES	5,473.48
38563	MIDAMERICAN ENERGY	GAS SERVICES	85.94
38564	MIDWEST UNDERGROUND SUPPLY	TREE CHIPPER CLUTCH	575.15
38565	MURPHY, BILL	APPLIANCE REBATE - WASHER	100.00
38566	JULIE MURPHY	TRUSTEE FEE	75.00
38567	NEU STAR	SOW ANNUAL CHARGES	1,130.63
38568	NIMECA	SOUTHDALE BAD UNDERGROUND	626.85
38569	NORTHWEST COMM NETWORK	DS3	8,400.00
38570	PITNEY-BOWES INC.	RENTAL CHARGES	288.00
38571	PRINT SHOPPE PLUS	SUPPLIES	879.20
38572	PROFESSIONAL COMPUTER SYSTEMS	JANUARY STATEMENT PROCESSING	2,047.78
38573	RESCO	CREDIT INVOICE	82.59
38574	RFD TV	SUBS	141.35
38575	KAREN SCHAAF	TRUSTEE FEE	75.00
38576	SCHUMACHER WELL DRILLING	SUPPLIES	95.60
38577	SHOWTIME NETWORKS INC	SUBS	413.23
38578	SKARSHAUG TESTING LABS	TESTING SERVICES	140.82
38579	STT	TELEPHONE REPAIR	90.00
38580	DOROTHY STUDER	COMMUNICATION REFUND	17.23
38581	STUNDAHL CLEANING	OFFICE CLEANING SERVICE	900.00
38582	THE WATER CONNECTION	SUPPLIES	62.76
38583	NATHAN THOMPSON	COMMUNICATION REFUND	79.46
38584	THREADS	EMBROIDERY	108.34
38585	USAC	MECHANISM CHARGES	1,665.55
38586	WALKER PLUMBING & HEATING	APPLIANCE REBATE - KEFKHOFF	50.00
38587	WELLMARK HEALTH PLAN	INSURANCE PREMIUM	25,689.18
38588	ZEE MEDICAL SERVICE CO.	SUPPLIES	138.00
38589	BRUCE ZITTRITSCH	COMMUNICATION REFUND	52.88
38590	JARON BENZ	EMPLOYEE MISC	192.31
38591	EVELYN ETHERINGTON	COMMUNICATION REFUND	32.80
38592	JASON FETT	EMPLOYEE MISC	276.62
38593	WOODS, PATRICK	EMPLOYEE MISC	887.62
38594	PATRICK WOODS	EMPLOYEE MISC	442.81
38595	BILSTEN, JOHN	EMPLOYEE MISC	28.10
38596	DEGEN, ERIC J.	EMPLOYEE MISC	27.52
38597	FOTH, VIRGINIA	OFFICE EXPENSES	69.39
38598	IA DIST.WIND GEN.PROJECT	POWER PURCHASED	7,461.30
38599	IN DEMAND	PPV'S	285.81
38600	MANWIN MEDIA SARL	PPV'S	177.03
38601	MANWIN MEDIA SARL (PLAYBOY)	PPV'S	25.44
38602	PETE BORMANN MEMORIAL FUND	DONATION	45.00
38604	LINDA SCOTT	EMPLOYEE MISC	504.10
38605	RINDONE, BRIEN	EMPLOYEE M	2,450.00
38606	CHRIS HALL	LEADERSHIP ALGONA DONATION	106.46
38607	HILSABECK, KEVIN	EMPLOYEE MISC	37.79
38608	BILSTEN, JOHN	EMPLOYEE MISC	714.27
38609	IRBY	SERVICE	109.26
38610	KENNE, PAUL	EMPLOYEE MISC	80.00
38611	KENNE, PAUL	EMPLOYEE MISC	42.67
8801358	EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	20,237.00
8801359	EFT - FEDERAL EXCISE TAX	EXCISE TAX	1,367.36
8801360	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	144.87
8801362	NATIONAL CABLE TELEVISION COOP	INVENTORY	649.77
8801364	NATIONAL CABLE TELEVISION COOP	SUBS	54,454.57
8801365	EFT - SALES TAX TRANSFER	SALES TAX	11,391.00
8801366	IPERS	IPERS WITHHOLDING	22,721.60
8801367	TREASURER STATE OF IOWA	STATE INCOME TAXES	6,948.00
8801368	EFTPS TRANSFER	PAYROLL TAXES	19,055.26
8801369	NIMECA	POWER PURCHASED	29,368.11
8801370	NATIONAL CABLE TELEVISION COOP	SUPPLIES	545.29
8801371	NORTHWEST BANK - WIRE TRANS	NEAL 4 CASH REQUIREMENT	435,000.00
8801372	LIBRARY OF CONGRESS	ROYALTY FEES	6,594.87
8801373	EFTPS TRANSFER	PAYROLL TAXES	18,773.67
8801374	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,367.67
8801375	EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	20,473.00

