

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 November 1, 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

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

The consent agenda included adoption of the agenda, approval of the October 4, 2013 regular meeting minutes, and approval of the monthly vouchers. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Krahenbuhl. Motion carried unanimously.

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

The General Manager updated the Board on a number of topics including the downtown alley project, TUnet User group meeting, AMU/Skylink, online phone directory, phone book cover contest, water main extensions, informational dinner, and communications promotions.

The Board reviewed the Budget for 2014.

The Board set the date and time for a Public Hearing for authorization to approve the 2014 Budget. Trustee Murphy moved to set the date and time as November 26, 2013, at 11:00 A.M., seconded by Trustee Krahenbuhl. Motion carried unanimously.

The Board reviewed the Communications Multiservice discounts and Premium channel rates.

The Board set the date and time for a Public Hearing on the 2014 Water Rate adjustment. Trustee Schaaf moved to set the date and time as November 26, 2013 at 11:00 A.M., seconded by Trustee Golwitzer. Motion carried unanimously.

The Board set the date and time for a Public Hearing on the 2014 Electric Rate adjustment. Trustee Golwitzer moved to set the date and time as November 26, 2013 at 11:00 A.M., seconded by Trustee Murphy. Motion carried unanimously.

The General Manager discussed the 2014 Health Insurance renewal. Trustee Golwitzer moved to approve the renewal, seconded by Trustee Murphy. Motion carried unanimously.

The General Manager discussed the personnel changes for an Electric Utility Line worker. Trustee Schaaf moved to approve the hiring of Nolyn Elliott effective December 14th, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board discussed the Compensation / Benefits committee.

The next meetings are as follows:

- November 26, 2013 at 11:00 A.M. – Regular Meeting and Public Hearing
- December 12, 2013 at 2:00 P.M. – Bid Letting for Labor for Installation of Pollution Control Equipment
- December 19, 2013 at 11:00 A.M. – Regular Meeting and Public Hearing

Upon motion and vote, the meeting adjourned at 12:30 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 | | \$ 102,140.07 |
| 40255 | THE CHOCOLATE SEASON | IDWGP MEETING | 55.91 |
| 40256 | ALGONA MUNICIPAL UTIL. | EMPLOYEE SELF INSURANCE | 446.00 |
| 40257 | ALGONA MUNICIPAL UTILITIES | UTILITY SERVICE | 12,961.79 |
| 40258 | ALGONA PLG. & HTG. | SUPPLIES | 45.10 |
| 40259 | ALLIANCE CONNECT | VOICE AND DATA | 1,542.07 |
| 40260 | BARNES DISTRIBUTION | SUPPLIES | 291.65 |
| 40261 | BOMGAARS | SUPPLIES | 299.36 |
| 40262 | BORDER STATES ELECTRIC | SUPPLIES | 262.96 |
| 40263 | BUCHANAN BIBLER & GABOR | LEGAL SERVICES | 90.00 |
| 40264 | CENTRAL IOWA DISTRIBUTING | SUPPLIES | 114.30 |

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| 40265 | CENTURYLINK | LONG DISTANCE SERVICE | 118.77 |
| 40266 | CENTURYLINK | LOCAL INTERCONNECTION | 229.43 |
| 40267 | CENTURYLINK | LOCAL MESSAGE REVENUE | 3.07 |
| 40268 | DAVE CHRISCHILLES | APPL REB - WASHER | 100.00 |
| 40269 | CITY OF ALGONA | HYDRANT FLUSHING | 66.71 |
| 40270 | HARRY CONDOLEON | APPL REB - WASHER | 5,460.00 |
| 40271 | CONSORTIA CONSULTING BY TELEC | CONSULTING SERVICE | 3,130.00 |
| 40272 | CORN BELT POWER COOP | AUGUST POWER STATEMENT | 57,316.00 |
| 40273 | CRESCENT ELECTRIC SUPPLY | SUPPLIES- LIGHT BULBS | 119.41 |
| 40274 | CULVER - HAHN ELECTRIC SUPPLY | SUPPLIES | 39.90 |
| 40275 | DAN-D LASER CARTRIDGES | SUPPLIES | 155.15 |
| 40276 | ROBERT DEGROOTE | COMMUNICATIONS REFUND | 13.43 |
| 40277 | DGR ENGINEERING | WATER RATES | 6,908.49 |
| 40278 | DITCH WITCH - IOWA INC | SUPPLIES | 30.67 |
| 40279 | DUMP IT INC. | DUMPSTER | 338.35 |
| 40280 | NICOLE ERPELDING | COMMUNICATIONS REFUND | 25.16 |
| 40281 | ERPELDING EXCAVATING ENT | SERVICE AT 726 N THORINGTON | 2,987.00 |
| 40282 | FOERTSCH P & H | APPL REB - CONDOLEON | 320.00 |
| 40283 | GENBAND | TELEPHONE SWITCH | 82,860.54 |
| 40284 | JAY GEVING | TRUSTEE FEES | 75.00 |
| 40285 | DAVID GOLWITZER | TRUSTEE FEES | 75.00 |
| 40286 | GRAYBAR ELECTRIC CO INC | SUPPLIES | 637.54 |
| 40287 | AARON GRETEMAN | APPL REB - WASHER | 100.00 |
| 40288 | HACH CHEMICAL CO. | MAINTENANCE AGREEMENT | 1,791.00 |
| 40289 | MARIE HARRIS | COMMUNICATIONS REFUND | 16.63 |
| 40290 | HAWKINS INC. | CHEMICALS | 2,829.50 |
| 40291 | HEARTLAND CONS. EQUIPMENT, INC | PARTS | 3,195.70 |
| 40292 | HJELMELAND FAMILY LP | APPL REB - WINDOWS | 1,500.00 |
| 40293 | HR GREEN | COMMUNICATIONS REFUND | 97.32 |
| 40294 | I WIRELESS | SERVICE | 3.54 |
| 40295 | I&S GROUP, INC | GIS DATA COLLECITON PROJECT | 1,000.00 |
| 40296 | IOWA ASSN OF MUNI UTILITIES | ELEC WORKSHOP GRANDGENETT | 310.00 |
| 40297 | IOWA DEPT OF NATURAL RESOURCES | ANNUAL WATER USE FEE | 66.00 |
| 40298 | IOWA STATE BANK | COMMUNICATION LOAN PAYMENT | 3,971.58 |
| 40299 | IOWA STATE BANK | COMMUNICATION LOAN PAYMENT | 17,856.79 |
| 40300 | IRBY | CT'S | 432.07 |
| 40301 | JOHN DEERE FINANCIAL | SUPPLIES | 14.20 |
| 40302 | WALTER KRAHENBUHL | TRUSTEE FEES | 75.00 |
| 40303 | KRIZ-DAVIS CO. | MATERIALS | 1,706.47 |
| 40304 | JACK LIMBAUGH III | APPL REB - WATER HEATER | 250.00 |
| 40305 | MEYER, DEAN | APPL REB - WASHER | 100.00 |
| 40306 | MIDAMERICAN COMP CORP | BILLING SERVICES | 8,896.04 |
| 40307 | MIDAMERICAN ENERGY | SERVICE | 87.75 |
| 40308 | SCOT MILLER | APPL REB - AC | 700.00 |
| 40309 | JULIE MURPHY | TRUSTEE FEES | 75.00 |
| 40310 | NEU STAR | LNP | 400.00 |
| 40311 | NORTH IA LUMBER | SUPPLIES | 46.20 |
| 40312 | NORTH IOWA MECHANICAL | SERVICE SUBSTATION | 166.06 |
| 40313 | NORTHWEST COMM NETWORK | SPECIAL ACCESS SERVICE | 4,315.50 |
| 40314 | NYEMASTER GOODE | SERVICES | 120.00 |
| 40315 | MARJORIE OLSON | COMMUNICATIONS REFUND | 54.40 |
| 40316 | MEGAN PHELAN | COMMUNICATIONS REFUND | 21.90 |
| 40317 | BEN PICRAY | REBATES | 1,531.06 |
| 40318 | POWER & TELEPHONE SUPPLY | EQUIPMENT | 455.17 |
| 40319 | PRESBYTERIAN CHURCH | APPL REB - HEAT PUMP | 133.33 |
| 40320 | PROFESSIONAL COMPUTER SYSTEMS | AUGUST PROCESSING | 2,057.96 |
| 40321 | REDING GRAVEL & EXC. | ROCK FOR WHITE TRANSFER | 2,592.22 |
| 40322 | RENEW ENERGY MAINTENANCE LLC | WIND TOWER MAINTENANCE | 435.00 |
| 40323 | RESCO | METER SOCKET | 385.71 |
| 40324 | RUHNKE BROS SINCLAIR | FUEL | 166.42 |
| 40325 | KAREN SCHAAF | TRUSTEE FEES | 75.00 |
| 40326 | SEELEY, MARK | APPL REB - AC | 200.00 |
| 40327 | NELVINA SEILER | APPL REB - WASHER | 100.00 |
| 40328 | SERVICE CONCEPTS | LIGHT BULBS | 2,150.40 |
| 40329 | SPENCER MUNICIPAL UTILITIES | SWITCH SERVICES | 6,525.00 |
| 40330 | STUNDAHL CLEANING | CLEANING SERVICES | 900.00 |
| 40331 | TANTALUS | EQUIPMENT | 67,949.00 |
| 40332 | RON & PAULA THILL | WINDOW REBATE | 291.20 |
| 40333 | JOHN M THOMAS | APPL REB - WINDOWS | 392.73 |
| 40334 | TULSAT - NEBRASKA | REPAIR SERVICE | 1,467.00 |

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| 40335 | USAC | MECHANISM CHARGES | 1,358.83 |
| 40336 | WALLACE WATER COND. | RENTAL FEES | 24.61 |
| 40337 | WEATHERCENTRAL | WEATHER SERVICE | 220.00 |
| 40338 | WEAVER, STEVE | MTR CONV REB - 607 E CALL ST | 133.13 |
| 40339 | HARLAN WITTKOPF | APPL REB - AC | 200.00 |
| 40340 | AFLAC | PREMIUMS | 690.52 |
| 40341 | JARON BENZ | EMPLOYEE MISC | 228.80 |
| 40342 | BILSTEN, JOHN | EMPLOYEE MISC | 73.39 |
| 40343 | BILSTEN, JOHN | EMPLOYEE MISC | 128.10 |
| 40344 | EVERTEK | SIGNAL BOOSTER | 236.00 |
| 40345 | JASON FETT | EMPLOYEE MISC | 192.31 |
| 40346 | ROBERT JENNINGS | EMPLOYEE MISC | 65.00 |
| 40347 | IA DIST.WIND GEN.PROJECT | POWER PURCHASED | 5,491.70 |
| 40348 | MOE, LINDSEY | EMPLOYEE MISC | 150.00 |
| 40349 | ROETHLER, LOWELL | EMPLOYEE MISC | 27.75 |
| 40350 | ROBERT JENNINGS | EMPLOYEE MISC | 18.21 |
| 40351 | KENNE, PAUL | EMPLOYEE MISC | 136.41 |
| 40352 | LINDA SCOTT | EMPLOYEE MISC | 333.03 |
| 40353 | BILSTEN, JOHN | EMPLOYEE MISC | 124.00 |
| 40354 | BILSTEN, JOHN H. | EMPLOYEE MISC | 1,726.98 |
| 40355 | JENNINGS, ROBERT M. | EMPLOYEE MISC | 81.01 |
| 40356 | JEREMY PROTHMAN | EMPLOYEE MISC | 200.00 |
| 40357 | RINDONE, BRIEN | EMPLOYEE MISC | 147.01 |
| 40358 | HEATH VILETA | EMPLOYEE MISC | 124.00 |
| 40359 | A & M LAUNDRY | SUPPLIES | 38.73 |
| 40360 | AL'S REPAIR | REPAIR SERVICE | 66.95 |
| 40361 | ALGONA MUNICIPAL UTILITIES | ELECTRIC SERVICES | 2,370.66 |
| 40362 | ALGONA PLUMBING & HEATING | APPL REB - KORTENBER | 50.00 |
| 40363 | ALGONA PUBLISHING CO. | ADVERTISING SERVICES | 1,713.84 |
| 40364 | ALGONA PUBLISHING COMPANY | NIE NEWSPAPERS | 60.00 |
| 40365 | ALLIANCE CONNECT | VOICE & DATA SERVICES | 917.94 |
| 40366 | B&W CONTROL SPECIALISTS | CHEMICALS | 928.24 |
| 40367 | ROSEMARY BEENKEN | EMPLOYEE MISC | 172.20 |
| 40368 | BGHS | BLACK AND GOLD CLUB | 300.00 |
| 40369 | BILSTEN, JOHN | EMPLOYEE MISC | 199.01 |
| 40370 | BORDER STATES ELECTRIC | SUPPLIES | 1,159.46 |
| 40371 | BROWN SHOE FIT CO | SUPPLIES | 358.38 |
| 40372 | BUSCHER BROS. IMPLEMENT | SUPPLIES | 64.28 |
| 40373 | BUSCHER'S SERVICE CENTER | FUEL | 90.00 |
| 40374 | CHROME COUNTRY INN | SERVICE | 83.83 |
| 40375 | CHROME TRUCK STOP | FUEL | 2,989.91 |
| 40376 | CITY OF ALGONA | ASPHALT - FEEDER 3 PROJECT | 4,945.39 |
| 40377 | COMPUTER SYSTEMS ASSOCIATES | MAIL FOUNDRY | 76.00 |
| 40378 | COOK'S SCRAP IRON & METAL | OXYGEN | 16.59 |
| 40379 | CRESCENT ELECTRIC SUPPLY | SUPPLIES | 340.26 |
| 40380 | DAN-D LASER CARTRIDGES | COPIER MAINT | 665.72 |
| 40381 | DEX MEDIA EAST | ADVERTISING CHARGE | 78.50 |
| 40382 | DIAMOND'S | EMPLOYEE CLOTHING | 473.78 |
| 40383 | WAYNE DUNN | WINDOW REBATE | 443.85 |
| 40384 | ELECTRONIC SPECIALITIES, INC | BATTERY | 150.34 |
| 40385 | EMAGINE, LLC | WEBSITE SERVICE | 37.50 |
| 40386 | EMC INSURANCE COMPANIES | IDWGP PREMIUMS | 488.00 |
| 40387 | FAREWAY STORES | SUPPLIES | 100.47 |
| 40388 | JASON FETT | EMPLOYEE MISC | 192.31 |
| 40389 | FOERTSCH P & H | APPL REB - GOLWITZER | 90.00 |
| 40390 | RONALD GARDNER | ELECTRIC REFUND | 27.48 |
| 40391 | BRUCE GATES | ELECTRIC REFUND | 14.45 |
| 40392 | GOLWITZER, DAVID | APPL REB - AC | 200.00 |
| 40393 | GRAYBAR ELECTRIC CO INC | MATERIALS | 9,150.22 |
| 40394 | HAWKINS INC. | CHEMICALS | 3,606.44 |
| 40395 | HOFFMAN ELECTRIC | STEVE KOOB - 615 E CALL ST | 377.85 |
| 40396 | HOME BOX OFFICE | GUIDES | 7.50 |
| 40397 | ELAINE K HOOD | WINDOW REBATE | 341.85 |
| 40398 | HYGIENIC LABORATORY - AR | TESTING SERVICES | 891.00 |
| 40399 | IA DIST.WIND GEN.PROJECT | SHARED COSTS | 1,682.29 |
| 40400 | ICAN, INC. | STARZ AD | 25.00 |
| 40401 | IGLASS NETWORKS | MONITORING SERVICES | 500.00 |
| 40402 | IOWA ASSN OF MUNI UTILITIES | OPEN HOUSE DISPLAYS | 240.75 |
| 40403 | IOWA NETWORK SERVICES | COMM SERVICES | 16,167.14 |
| 40404 | IOWA ONE CALL | SERVICE | 135.40 |

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| 40405 | JACK'S OK TIRE SERVICE | SERVICE | 43.30 |
| 40406 | JCL SOLUTIONS | SUPPLIES | 235.48 |
| 40407 | JMV GRAPHIX | EMPLOYEE CLOTHING | 3,810.93 |
| 40408 | KIWANIS CLUB OF ALGONA | DUES | 97.00 |
| 40409 | KLGA - FM | ADVERTISING SERVICES | 735.00 |
| 40410 | JOHN KORTENBER | APPL REB - AC | 350.00 |
| 40411 | KOSSUTH CO CATTLEMEN'S ASSOC | OPEN HOUSE - GRILL BURGERS | 150.00 |
| 40412 | LIMBAUGH, JACK | APPL REB - WASHER | 100.00 |
| 40413 | MADISON GROUP, INC | EQUIPMENT | 17,633.55 |
| 40414 | MAPLE PARK APTS | ELECTRIC REF - BRADFORD | 79.01 |
| 40415 | MAYFIELD COOP | APPL REB - WATER HEATER | 50.00 |
| 40416 | MCGUIRE, CAROL | METER CONVERSION REBATE | 75.00 |
| 40417 | MEYER'S AMF SALES & SERV | OPEN HOUSE | 240.75 |
| 40418 | MIDAMERICAN ENERGY | GENERATOR POWER SUPPLY | 335.26 |
| 40419 | MIDWEST UNDERGROUND SUPPLY | PARTS | 3,929.94 |
| 40420 | DOUG MYRICK | INSULATION REBATE | 179.10 |
| 40421 | NG-911, INC | DATABASE MANAGEMENT | 150.00 |
| 40422 | NORTHERN IOWA COMMUNICATIONS | BANDWIDTH | 8,734.37 |
| 40423 | GERALDINE PETERSON | METER CONVERSION REBATE | 75.00 |
| 40424 | POWER & TELEPHONE SUPPLY | EQUIPMENT | 1,641.13 |
| 40425 | POWER PRODUCT SERVICES | SWITCH MATERIALS | 162.71 |
| 40426 | PRO-BUILD | MATERIALS | 14.50 |
| 40427 | REBEARTH PRODUCTS, INC. | INSTA - VIS DRY | 720.48 |
| 40428 | REDING GRAVEL & EXC. | SIGN WORKS TAP | 381.50 |
| 40429 | LARK RICKLEFS | WINDOW REBATE | 941.60 |
| 40430 | ROETHLER, LOWELL | MILEAGE FOR BROCADE PARTS | 27.75 |
| 40431 | ROETHLER ELECTRIC | MATERIALS | 60.00 |
| 40432 | SCHUMACHER WELL DRILLING | PARTS | 7.20 |
| 40433 | SIGN WORKS | LOGO FOR TRUCK DOORS | 107.00 |
| 40434 | SKARSHAUG TESTING LABS | TESTING SERVICES | 120.60 |
| 40435 | STATE 5 THEATRE | MERCHANT MOVIE PROGRAM | 75.00 |
| 40436 | STEFFEN INC. | PARTS | 342.43 |
| 40437 | TANTALUS | MANAGEMENT SERVICES | 13,780.00 |
| 40438 | DIANE TJADEN | APPL REB - WATER HEATER | 50.00 |
| 40439 | TRIBUNE MEDIA SERVICES | WEATHER SERVICES | 78.41 |
| 40440 | WESCO DISTRIBUTION INC. | SUPPLIES | 590.25 |
| 40441 | WINDOWS & MORE, INC | CLEANING SERVICES | 524.30 |
| 40442 | BIG 10 | SUBS | 2,552.08 |
| 40443 | DISCOVERY COMMUNICATIONS LLC | SUBS | 480.44 |
| 40444 | ESPN | SUBS | 267.30 |
| 40445 | FOX SPORTS NET NORTH | SUBS | 5,926.87 |
| 40446 | HAWKINS INC. | CHEMICALS | 1,784.75 |
| 40447 | HUB TELEVISION NETWORKS, LLC | SUBS | 130.38 |
| 40448 | KAAL | RETRANSMISSION | 739.20 |
| 40449 | LIN TELEVISION CORP | RETRANSMISSION | 1,201.20 |
| 40450 | PAPPAS TELECASTING OF IOWA | RETRANSMISSION | 831.60 |
| 40451 | ROVI | SUBS | 1,407.28 |
| 40452 | SHOWTIME NETWORKS INC | SUBS | 471.88 |
| 40453 | SINCLAIR BROADCAST GROUP INC | RETRANSMISSION | 2,587.20 |
| 40454 | SMITH, DANIEL | EMPLOYEE MISC | 191.17 |
| 40455 | TOWER DISTRIBUTION CO | SUBS | 356.02 |
| 40456 | TRUPKE ELECTRIC MOTOR | SUPPLIES | 14.55 |
| 40457 | WOI-TV | RETRANSMISSION | 1,663.20 |
| 40458 | ALGONA MUNICIPAL UTILITIE | CUSTOMER SHARE | 328.50 |
| 40459 | ROBERT JENNINGS | EMPLOYEE MISC | 71.90 |
| 40460 | KENNE, PAUL | EMPLOYEE MISC | 80.67 |
| 40461 | HEATH VILETA | EMPLOYEE MISC | 124.00 |
| 40462 | INVESCO FUNDS | RETIREMENT POLICY - MG | 15,704.40 |
| 40463 | BORDER STATES ELECTRIC | SUPPLIES | 147.37 |
| 40464 | BROWN SUPPLY COMPANY | INVENTORY | 3,358.52 |
| 40465 | DAKOTA SUPPLY GROUP | METERS | 19,243.54 |
| 40466 | STEFFEN INC. | HYD IMPACT DRILL | 1,791.16 |
| 40467 | TULSAT - NEBRASKA | REPAIR SERVICES | 1,467.00 |
| 40468 | JARON BENZ | EMPLOYEE MISC | 384.62 |
| 40469 | LAKES AREA ECI | IOSHA REGISTRATION | 40.00 |
| 40470 | LINCOLN LIFE | DEFERRED COMP | 2,845.00 |
| 40471 | WELLMARK HEALTH PLAN | PREMIUMS | 25,718.04 |
| 8801466 | EFTPS TRANSFER | PAYROLL TRANSFER | 19,175.49 |
| 8801467 | NATIONAL CABLE TELEVISION COOP | SUPPLIES | 1,660.32 |
| 8801468 | NORTHWEST BANK - WIRE TRANS | CASH REQUIREMENT NEAL 4 | 826,000.00 |

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| 8801469 | EFT - FEDERAL EXCISE TAX | FEDERAL EXCISE TAX | 1,358.14 |
| 8801470 | IPERS | IPERS WITHHOLDING | 23,531.92 |
| 8801471 | TREASURER STATE OF IOWA | STATE INCOME TAX | 6,982.00 |
| 8801472 | NATIONAL CABLE TELEVISION COOP | SUBS | 65,193.45 |
| 8801473 | NATIONAL CABLE TELEVISION COOP | SUPPLIES | 5,676.81 |
| 8801474 | INTERSTATE TRS FUND | MONTHLY ASSESSMENT | 184.67 |
| 8801475 | EFT - SALES TAX TRANSFER | SALES TAX | 11,696.00 |
| 8801476 | EFTPS TRANSFER | PAYROLL TAXES | 19,199.92 |
| 8801477 | NIMECA | POWER BILLING | 80,008.22 |
| 8801478 | TREASURER, STATE OF IOWA | USE TAX | 4,326.00 |
| 8801479 | NIMECA | POWER BILLING - AMENDED BILL | 20,158.31 |
| 8801480 | EFT - SALES TAX TRANSFER | SALES TAX REMITTANCE | 25,170.00 |