

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 26, 2013 at 11:00 A.M

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

Absent: Walter Krahenbuhl

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 November 1, 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.

Chairman Geving called the Public Hearing on authorization to approve the Utility budget for calendar year 2014. The Chairman noted no written or oral comments or objections. Trustee Schaaf moved to close the Public Hearing, seconded by Trustee Murphy. Roll Call votes were as follows: Krahenbuhl, absent; Geving, yes; Golwitzer, yes; Schaaf, yes; Murphy, yes. Motion carried unanimously.

Chairman Geving called the Public Hearing for the authorization to approve rates for the sale of Water. The Chairman noted no written or oral comments or objections. Trustee Murphy moved to close the Public Hearing, seconded by Trustee Golwitzer. Roll Call votes were as follows: Krahenbuhl, absent; Geving, yes; Golwitzer, yes; Schaaf, yes; Murphy, yes. Motion carried unanimously.

Chairman Geving called the Public Hearing for the authorization to approve the rates for the sale of Electricity to order. The Chairman noted no written or oral comments or objections. Trustee Schaaf moved to adjourn the Public Hearing until December 11, 2013 at 11:00 A.M. to complete preparation of the electric rates, seconded by Trustee Golwitzer. Roll Call votes were as follows: Krahenbuhl, absent; Geving, yes; Schaaf, yes; Golwitzer, yes; Murphy, yes. Motion carried unanimously.

The Board reviewed the 2014 Utility Budget. Trustee Schaaf moved to accept the budget, seconded by Trustee Murphy. Motion carried unanimously.

The Board reviewed Resolution #2013-05, a resolution establishing rates for the sale of Water. Trustee Golwitzer moved to approve the resolution, seconded by Trustee Murphy. Motion carried unanimously.

The Board set the date and time for a bid letting for the Power Plant emissions upgrades as Thursday, December 12, 2013 at 1:30 PM. Trustee Murphy moved to approve the date and time, seconded by Trustee Schaaf. Motion carried unanimously.

The Board set the date and time for a public hearing for the Power Plant emissions upgrades as Thursday, December 19, 2013 at 11:00 AM. Trustee Schaaf moved to approve the date and time, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager presented a proposal from Advantage Administrators for benefits administration. Trustee Golwitzer moved to authorize the General Manager to sign a contract with Advantage Administrators for administration of the cafeteria plan and partial self funding, seconded by Trustee Murphy. Motion carried unanimously.

The Board discussed the Kossuth County Volunteer Network.

The next meetings are as follows:

- December 11, 2013 at 12:00 P.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		\$ 103,783.60
40472	CARD CENTER	PURCHASES	8,055.81
40473	AVESIS THIRD PARTY ADMIN	PREMIUMS	541.58
40474	BBC AMERICA INC	SUBS	271.48
40475	DORNBIER, DALE	EMPLOYEE MISC	78.12
40476	HY-VEE	PURCHASES	21.08

40477	IN DEMAND	PPV'S	298.76
40478	MANWIN MEDIA SARL	PPV'S	47.25
40479	MANWIN MEDIA SARL (PLAYBOY)	PPV'S	15.90
40480	RFD TV	SUBS	145.58
40481	ADVANCED CONTROL SYSTEMS	REPAIR SERVICES	502.85
40482	AFLAC	PREMIUMS	690.52
40483	ALGONA MUNICIPAL UTIL.	MEDICAL SELF INSURANCE FUND	446.00
40484	ALGONA MUNICIPAL UTILITIES	COMM SERVICES	12,411.83
40485	AMERICAN TEXTILE MILLS	SUPPLIES	1,120.00
40486	AREND, NICK	APPL REB - WASHER	100.00
40487	ARNOLD MOTOR SUPPLY	PARTS	28.87
40488	AUTUMN IRRIGATION	WINTERIZATION	97.40
40489	ROBERT BARBER	APPL REB - AC	200.00
40490	BARNES DISTRIBUTION	SUPPLIES	328.15
40491	NANCI BOISJOLIE	COMMUNICATIONS REFUND	145.57
40492	BOMGAARS	SUPPLIES	282.67
40493	DR BURT BOTTJEN	COMMUNICATIONS REFUND	70.45
40494	DALE BRIGGS	APPL REB - WASHER	100.00
40495	BROWN SUPPLY COMPANY	SUPPLIES	933.00
40496	BUGS N STUFF	TREATMENT SERVICES	74.90
40497	CENTURYLINK	SERVICE	114.96
40498	CENTURYLINK	LOCAL INTERCONNECTION	226.96
40499	CENTURYLINK	LOCAL MESSAGE REVENUE	10.14
40500	CITY OF ALGONA	NEWSLETTER PAGE	301.59
40501	COOK'S SCRAP IRON & METAL	HELIUM	42.80
40502	CORN BELT POWER COOP	ENERGY	53,672.00
40503	DAN-D LASER CARTRIDGES	TONER	321.00
40504	DGR ENGINEERING	ENGINEERING SERVICES	7,019.91
40505	DITCH WITCH - IOWA INC	SUPPLIES	268.12
40506	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	151.27
40507	JOLENE DIVIS	COMMUNICATIONS REFUND	38.48
40508	DUMP IT INC.	DUMPSTER	323.35
40509	ROBERT EILERTS	APPL REB - WASHER	100.00
40510	EMAGINE, LLC	PAPERLESS BILLING TABS	18.75
40511	ERPELDING EXCAVATING ENT	COUPLER	4.32
40512	IRENE ERVIN	COMMUNICATIONS REFUND	90.96
40513	FOERTSCH P & H	APPL REB - FOGARTY	40.00
40514	PAT FOGARTY	APPL REB - WATER HEATER	50.00
40515	JAY GEVING	TRUSTEE FEES	75.00
40516	DAVID GOLWITZER	TRUSTEE FEES	75.00
40517	GRAYBAR ELECTRIC CO INC	MATERIALS	887.54
40518	HACH CHEMICAL CO.	CHEMICALS	657.42
40519	HAWKINS INC.	CHEMICALS	2,959.75
40520	ROSE HUGEBACK	COMMUNICATIONS REFUND	40.58
40521	I WIRELESS	SERVICE	45.01
40522	IDALS	APPLICATOR CERTIFICATE	15.00
40523	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
40524	IOWA STATE BANK	COMM LOAN PAYMENT	17,856.79
40525	IRBY	SUPPLIES	3,054.49
40526	JOHN DEERE FINANCIAL	PARTS	87.45
40527	SHARON KENNE	METER CONVERSION REBATE	75.00
40528	KOOB, STEVE	METER CONVERSION REBATE	75.00
40529	KOSS CO EXTENSION OFFICE	ROADSIDE PEST MGMT CLASS	70.00
40530	WALTER KRAHENBUHL	TRUSTEE FEES	75.00
40531	KRIZ-DAVIS CO.	ARRESTER	656.45
40532	MARVIN/CARYLE LALLIER	COMMUNICATIONS REFUND	84.78
40533	VERNON LEECK	COMMUNICATIONS REFUND	78.60
40534	CRYSTAL MENAGE	COMMUNICATIONS REFUND	13.61
40535	MIDAMERICAN COMP CORP	BILLING SERVICES	5,240.24
40536	MIDAMERICAN ENERGY	SERVICE	82.61
40537	MIDAMERICAN ENERGY CO.	ANNUAL CAPACITY BILLING	85,477.76
40538	JULIE MURPHY	TRUSTEE FEES	75.00
40539	NAPA AUTO PARTS-ALGONA	PARTS	11.99
40540	NELSON, ALICE	COMMUNICATIONS REFUND	37.01
40541	NEU STAR	LNP	400.00
40542	NORTH IOWA COMM. ACTION	ADMIN FEES	23.67
40543	NORTH IOWA MECHANICAL	APPL REB - BARBER	50.00
40544	NORTHWEST COMM NETWORK	BANDWIDTH	5,063.17
40545	PITNEY-BOWES INC.	RENTAL CHARGES	764.55
40546	POWER & TELEPHONE SUPPLY	SAMPLE/SHIPPING	86.51

40547	PROFESSIONAL COMPUTER SYSTEMS	STATEMENT PROCESSING	2,127.72
40548	GERALD/ANN RADIG	COMMUNICATIONS REFUND	25.36
40549	ANTHONY RAHM	WINDOW REBATE	318.40
40550	FRED RASMUSSEN	COMMUNICATIONS REFUND	31.26
40551	REDING GRAVEL & EXC.	N PHILLIPS ST	900.54
40552	REED ELECTRIC	ST LIGHTING	26.09
40553	SAFETEY-KLEEN	SUPPLIES	165.90
40554	CLETUS SALZ	COMMUNICATIONS REFUND	23.65
40555	KAREN SCHAAF	TRUSTEE FEES	75.00
40556	SEILER INSTRUMENT MANUFACT CO	MATERIALS	320.00
40557	DAVE SNYDER	COMMUNICATIONS REFUND	119.69
40558	SPENCER MUNICIPAL UTILITIES	SWITCHING SERVICES	6,558.71
40559	STUNDAHL CLEANING	OFFICE CLEANING SERVICES	900.00
40560	SWIFT AIR	SERVICE	93.63
40561	TANTALUS	EQUIPMENT	92,036.00
40562	PAT TAYLOR	APPL REB - WASHER	100.00
40563	THREADS	LOGOS	70.00
40564	USAC	MECHANISM CHARGES	1,573.13
40565	WALKER, DAVE	WINDOW AND INS REBATE	134.69
40566	WALLACE WATER COND.	RENTAL SERVICES	24.61
40567	WESCO DISTRIBUTION INC.	SUPPLIES	231.89
40568	WINKEL & HOLMES PLC	COMMUNICATIONS REFUND	90.55
40569	WITTKOPF, EDNA	COMMUNICATION REFUND	21.52
40570	JASON FETT	EMPLOYEE MISC	192.31
40571	FOTH, VIRGINIA	EMPLOYEE MISC	121.39
40572	IOWA ASSN OF MUNI UTILITIES	REIMBURSE OF EPAYS LOAN	14,997.78
40573	HEATH VILETA	EMPLOYEE MISC	124.00
40577	BILSTEN, JOHN	EMPLOYEE MISC	225.62
40578	ALEX FRIEDRICH	EMPLOYEE MISC	413.00
40579	IA DIST.WIND GEN.PROJECT	POWER PURCHASED	7,093.47
40580	HEATH VILETA	EMPLOYEE MISC	124.00
40581	JARON BENZ	EMPLOYEE MISC	192.31
40582	JARON BENZ	EMPLOYEE MISC	60.00
40583	BILSTEN, JOHN	EMPLOYEE MISC	557.25
40584	ANGELICA DOLS	COMMUNICATIONS REFUND	135.14
40585	JASON FETT	EMPLOYEE MISC	192.31
40586	JENNINGS, ROBERT M.	EMPLOYEE MISC	160.62
40587	ROBERT JENNINGS	EMPLOYEE MISC	141.04
40588	KEVIN RASH	EMPLOYEE MISC	20.00
40589	SUSAN SEEBECKER	EMPLOYEE MISC	207.92
40590	SIMPSON, ROGER	EMPLOYEE MISC	650.32
40591	US POSTAL SERVICE (POSTAGE)	POSTAGE FOR METER	2,000.00
40592	HEATH VILETA	EMPLOYEE MISC	145.00
40593	ALGONA MUNICIPAL UTILITIES	ELECTRIC SERVICES	1,322.11
40594	ALGONA PUBLISHING CO.	ADVERTISING SERVICES	2,395.23
40595	ALGONA PUBLISHING COMPANY	NIE NEWSPAPERS	75.00
40596	AMERICAN CONCRETE PRODUCTS	CONCRETE SAND	1,850.64
40597	ARNOLD MOTOR SUPPLY	PARTS	169.87
40598	BARCO MUN. PRODUCTS INC.	TOOLS	192.07
40599	BARNES DISTRIBUTION	SUPPLIES	458.24
40600	ROGER L BELL	RENTAL FEES FOR 2012 & 2013	5,000.00
40601	BGHS PUBLICATIONS	YEAR BOOK AD	65.00
40602	BISSO TECHNOLOGIES	FIRST BACK UP	129.00
40603	BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	219.00
40604	BROWN SHOE FIT CO	SUPPLIES	205.69
40605	BROWN SUPPLY COMPANY	MATERIALS	1,864.05
40606	BUCHANAN BIBLER & GABOR	LEGAL SERVICES	210.00
40607	BUSCHER'S SERVICE CENTER	FUEL	26.70
40608	CARROLL DISTRIB & CONST SUPPLY	SLEEVES	660.00
40609	CDW GOVERNMENT, INC	OFFICE PRO PLUS	3,073.62
40610	CENTRAL IOWA DISTRIBUTING	SUPPLIES	681.97
40611	CHROME COUNTRY INN	SERVICE	64.95
40612	CHROME TRUCK STOP	FUEL	1,259.36
40613	COMPUTER SYSTEMS ASSOCIATES	MAIL FOUNDRY	76.00
40614	COOK'S SCRAP IRON & METAL	MATERIALS	223.10
40615	CROSSROADS ALGONA	FUEL	1,405.53
40616	DEX MEDIA EAST	ADVERTSING CHARGES	78.50
40617	DIAMOND'S	EMPLOYEE CLOTHING	189.16
40618	DIG AMERICA, INC	DOWNTOWN PROJECT	22,393.99
40619	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	32.36

40620	ROBERT EILERTS	APPL REB - AC	200.00
40621	ELECTRONIC SPECIALITIES, INC	SUPPLIES	67.09
40622	EMERALDS	LIGHTING REBATE	896.00
40623	FAREWAY STORES	SUPPLIES/MEAT	1,623.50
40624	FOERTSCH P & H	APPL REB - EILERTS	100.00
40625	GRAYBAR ELECTRIC CO INC	SUPPLIES	261.88
40626	HAWKINS INC.	ANALYSIS	350.00
40627	HJELMELAND BUILDERS INC.	WATER TAPS 1821 E ELM ST	1,140.00
40628	HYGIENIC LABORATORY - AR	LAB SERVICES	91.00
40629	IA DIST.WIND GEN.PROJECT	SHARED COSTS	1,162.56
40630	IGLASS NETWORKS	MONITORING SERVICES	500.00
40631	IOWA NETWORK SERVICES	SERVICES	16,021.01
40632	IOWA ONE CALL	SERVICE	148.70
40633	IOWA PRISON INDUSTRIES	MATERIALS FOR OAK LAKE	81.30
40634	IRBY	MATERIALS	317.79
40635	ITRON	MAINT	2,839.85
40636	JOHNSON, LARRY C	WINDOW REBATE	917.90
40637	K & H COOP OIL CO.	OIL	885.81
40638	KLGA - FM	ADVERTISING SERVICES	883.00
40639	KOLLASCH, CHARLES	APPL REB - WASHER	100.00
40640	KOLLASCH, MILO	WINDOW REBATE	110.08
40641	KOSS CO ECONOMIC DEV CORP	CEO NETWORKING MEETING - JENNINGS	10.00
40642	KRIZ-DAVIS CO.	INVENTORY	1,011.47
40643	CHRIS LAWSON	WINDOW REBATE	219.20
40644	MADISON GROUP, INC	EQUIPMENT	14,784.27
40645	JIM MCMAHON	APPL REB - WASHER	100.00
40646	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLIES	334.69
40647	MOTOR INN AUTO GROUP	REPAIR SERVICES	393.08
40648	NALCO COMPANY	TESTING SERVICES	129.85
40649	NAPA AUTO PARTS-ALGONA	PARTS	5.00
40650	NEU STAR	LNP	400.00
40651	NG-911, INC	DATABASE MANAGEMENT	150.00
40652	NORTH IA LUMBER	SUPPLIES	18.98
40653	NORTHERN IOWA COMMUNICATIONS	BANDWITH	8,663.23
40654	BEN PICRAY	INSULATION REBATE	122.78
40655	PITNEY BOWES INC	SUPPLIES	259.99
40656	POWER & TELEPHONE SUPPLY	MATERIALS	1,904.33
40657	PRO-BUILD	MATERIALS	86.37
40658	PROFESSIONAL COMPUTER SYSTEMS	STATEMENT PROCESSING	2,106.28
40659	REDING GRAVEL & EXC.	REMOVE WATER SERVICE	23,217.95
40660	RESCO	INVENTORY	1,015.31
40661	NICK RICE	APPL REB - WASHER	100.00
40662	STEINMAN INSULATION & ROOFING	GUTTERS	2,679.54
40663	STOULIL, GERALD	WINDOW REBATE	404.30
40664	TANTALUS	PROGRESS BILLING	1,200.00
40665	TRIBUNE MEDIA SERVICES	WEATHER SERVICES	78.41
40666	VAN WERT INC	METERS	38,905.20
40667	MATTHEW WESTER	METER CONVERSION REBATE	135.59
40668	MARK/JOAN WIEMANN	APPL REB - AC	200.00
40669	BRIAN ZWIEFEL	WINDOW REBATE	85.76
40671	AMU-SKYLINK. L.C.	CELL PHONE SALES	747.81
40672	FOTH, VIRGINIA	EMPLOYEE MISC	2,250.00
40673	FOTH, VIRGINIA	EMPLOYEE MISC	1,000.00
40674	JERRY LARSEN	EMPLOYEE MISC	195.15
40675	HEATH VILETA	EMPLOYEE MISC	124.00
40676	WELLMARK HEALTH PLAN	PREMIUMS	30,171.93
40677	ROD JOHNSON	EMPLOYEE MISC	487.90
40678	JERRY LARSEN	EMPLOYEE MISC	232.40
40679	JARON BENZ	EMPLOYEE MISC	309.15
8801481	TREASURER STATE OF IOWA	STATE INCOME TAX	7,021.00
8801482	EFTPS TRANSFER	PAYROLL TRANSFER	19,734.46
8801483	IPERS	IPERS WITHHOLDING	23,811.08
8801484	NATIONAL CABLE TELEVISION COOP	INVENTORY	5,159.20
8801485	NORTHWEST BANK - WIRE TRANS	NEAL 4 CASH REQUIREMENT	1,024,000.00
8801486	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAXES	1,333.78
8801487	EFT - SALES TAX TRANSFER	SALES TAX	23,190.00
8801488	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	184.67
8801489	EFTPS TRANSFER	PAYROLL TAXES	20,002.86
8801490	EFT - SALES TAX TRANSFER	SALES TAX	11,378.00