

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 December 19, 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 December 11, 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.

Chairman Geving called the Public Hearing for the authorization to approve the plans and specifications, proposed form of contract, and estimate of costs for the Power Plant emissions upgrades to order. The Chairman noted no written or oral comments or objections. Trustee Schaaf moved to close the public hearing, seconded by Trustee Golwitzer. Roll Call votes were as follows: Krahenbuhl, yes; Geving, yes; Schaaf, yes; Golwitzer, yes; Murphy, yes. Motion carried unanimously.

The General Manager updated the Board on a number of topics including the debt service coverage, telephone switch installation, bandwidth charges, meter conversions, meter data management software, and the YMCA capital campaign.

The Board reviewed the plans and specifications, proposed form of contract, and estimate of costs for the Power Plant emissions upgrades. Trustee Golwitzer moved to approve the plans and specifications, proposed form of contract, and estimate of costs for the Power Plant emissions upgrades, seconded by Trustee Krahenbuhl. Motion carried unanimously.

The General Manager presented the bid received for the Power Plant emissions upgrades from Justin Myer's Construction (Sperry, IA) for \$145,700 and the engineer's recommendation for approval. Trustee Schaaf moved to accept the bid, seconded by Trustee Murphy. Motion carried unanimously.

The Board reviewed the recommendations from the Compensation Committee for employee wages for 2014. Trustee Krahenbuhl moved to approve the recommendation of a base wage increase of 2.0%, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed the agreement with the City of Algona for providing Utility Service and the Transfer of Funds. Trustee Murphy moved to approve the agreement, seconded by Trustee Krahenbuhl. Motion carried unanimously.

The Board discussed the Kossuth County Volunteer Network. Trustee Murphy moved to approve a donation for 2014, seconded by Trustee Golwitzer. Motion carried unanimously.

The next meeting is scheduled for January 15, 2014 at 11:00 A.M.

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
40809	BOMGAARS	SUPPLIES	\$ 56.50
40810	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	2,885.00
40811	HEALTHWAYS INC.	ALGONA - PURPOSE WORKSHOP	1,300.00
40812	HEATH VILETA	EMPLOYEE MISC	248.00
40813	JASON HUNEKE	INFO DINNER	750.00
40814	K & H COOP OIL CO.	FUEL	2,194.93
40815	ALGONA MUNICIPAL UTILITIES	DONATION TO GOOD SAMARITAN	25.00
40816	A & M LAUNDRY	SUPPLIES	38.73
40817	ALGONA PLG. & HTG.	REPAIR AT BOMGAARS	67.41
40818	ALGONA PUBLISHING CO.	ADVERTISING SERVICES	449.85
40819	ALGONA PUBLISHING COMPANY	NIE NEWSPAPERS	60.00
40820	AL'S REPAIR	REPAIR SERVICE	78.25
40821	ARNOLD MOTOR SUPPLY	PARTS	28.45
40822	AZAR COMPUTER SOFTWARE	SOFTWARE SUPPORT AND EVENT FILE	3,300.00
40823	BARNES DISTRIBUTION	SUPPLIES	447.14
40824	BISHOP GARRIGAN SCHOOLS	EDUCATION FAIR	25.00
40825	BORDER STATES ELECTRIC	SUPPLIES	4,687.13

40826	WILLIAM BROWN	WINDOW REBATE	146.40
40827	BROWN SHOE FIT CO	OFFICE SUPPLIES	363.47
40828	BROWN SUPPLY COMPANY	MATERIALS	7,463.67
40829	BUCHANAN BIBLER & GABOR	LEGAL SERVICES	255.00
40830	BUSCHER BROS. IMPLEMENT	PARTS	89.95
40831	BUSCHER'S SERVICE CENTER	FUEL	53.50
40832	CENTRAL IOWA DISTRIBUTING	SUPPLIES	107.20
40833	CENTURYLINK	LNP CHARGES	27.19
40834	CHROME COUNTRY INN	SERVICE	97.75
40835	COMPUTER SYSTEMS ASSOCIATES	COMPUTER EQUIPMENT	3,249.69
40836	CORNBELT CHORUS	PLATINUM SPONSOR	100.00
40837	CROSSROADS ALGONA	FUEL	121.00
40838	DAKOTA SUPPLY GROUP	WATER METERS	69,473.88
40839	DAN-D LASER CARTRIDGES	TONER	149.80
40840	DIAMOND'S	EMPLOYEE CLOTHING	345.89
40841	DITCH WITCH - IOWA INC	PARTS	504.80
40842	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	70.42
40843	ELECTRICAL MATERIALS CO.	SUPPLIES	198.80
40844	ELECTRONIC SPECIALITIES, INC	BATTERY REPLACEMENT	120.38
40845	EMAGINE, LLC	SERVICE - PHONE DIRECTORY	187.50
40846	FAREWAY STORES	SUPPLIES	66.00
40847	HALL'S SAFETY EQPT.	EMPLOYEE CLOTHING	3,148.80
40848	HD SUPPLY WATERWORKS	HYDRANTS	8,369.00
40849	HEARTLAND ASPHALT INC	ASPHALT SERVICE - ERNIE	1,309.00
40850	HYGIENIC LABORATORY - AR	LAB SERVICES	111.00
40851	I WIRELESS	SERVICE	37.08
40852	IA DIST.WIND GEN.PROJECT	SHARED COSTS	469.57
40853	IGLASS NETWORKS	NETWORK MONITORING	500.00
40854	IOWA ASSN OF MUNI UTILITIES	NCISA BILLING	850.56
40855	IOWA GEOTHERMAL ASSOCIATION	2014 IGA DUES	200.00
40856	IOWA NETWORK SERVICES	SERVICES	15,724.82
40857	IOWA ONE CALL	SERVICE	87.40
40858	IRBY	SUPPLIES	107.83
40859	JACK'S OK TIRE SERVICE	REPAIR SERVICE	237.49
40860	ROBERT JENNINGS	EMPLOYEE MISC	159.17
40861	JOHNSTON AUTOSTORES	PARTS	96.37
40862	KLGA - FM	ADVERTISING SERVICES	848.00
40863	KOSSUTH REG. HLTH CTR	LAB FEES - RASH	75.00
40864	KRIZ-DAVIS CO.	VEHICLE SUPPLIES	388.05
40865	MIDAMERICAN ENERGY	ENERGY AUDITS	269.07
40866	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLES	334.80
40867	MIDWAY INDUSTRIES	BULBS	95.00
40868	MOTOR INN AUTO GROUP	REPAIR SERVICES	67.23
40869	NG-911, INC	DATABASE MANAGEMENT	150.00
40870	NIMECA	URD 2949	542.00
40871	NMC EXCHANGE LLC	REPAIR SERVICES	524.17
40872	NORTH IA LUMBER	MATERIALS	29.86
40873	NORTHERN IOWA COMMUNICATIONS	BANDWIDTH	7,464.59
40874	REDING GRAVEL & EXC.	MATERIALS	39.26
40875	RESCO	INVENTORY	466.20
40876	SCHUMACHER WELL DRILLING	MATERIALS	46.20
40877	SPENCER MUNICIPAL UTILITIES	SWITCH SERVICES	6,525.00
40878	TANTALUS	PROGRESS BILLING	6,000.00
40879	THREADS	LOGO & NAME	300.00
40880	TRIBUNE MEDIA SERVICES	WEATHER SERVICES	78.41
40881	TRUPKE ELECTRIC MOTOR	SUPPLIES	161.38
40882	UNITYPOINT CLINIC-OCC MED	TESTING SERVICES	111.00
40883	KEVIN VITZTHUM	WINDOW REBATE	219.20
40884	WALLACE WATER COND.	RENTAL SERVICES	24.61
40885	WEATHERCENTRAL	WEATHER SERVICES	220.00
8801500	EFTPS TRANSFER	PAYROLL TRANSFER	19,809.68
8801501	EFT - SALES TAX TRANSFER	SALES TAX	32,111.00
8801502	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	184.67