

September 10, 2014
Algona, Iowa

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 September 10, 2014 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; Jon Burmeister, Public Financial Management, Inc; Blair Metzger, DGR Engineering

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

The consent agenda included adoption of the agenda, approval of the August 13, 2014 regular meeting minutes, the August 25, 2014 regular meeting minutes, and approval of the monthly vouchers. Trustee Golwitzer moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed the July 2014 Financial Statements. Trustee Schaaf moved to approve the financial statements and place them on file, seconded by Trustee Krahenbuhl. Motion carried unanimously.

The Board heard from Blair Metzger regarding the proposed Electric Rate adjustments for 2015 and 2016.

The Board set the date and time for a Public Hearing on 2015 and 2016 Electric Rate Adjustments. Trustee Krahenbuhl moved to set the date and time as October 8, 2014, at 11:00 A.M., seconded by Trustee Golwitzer. Motion carried unanimously.

Jon Burmeister reviewed recommendations for a Senior Manager Underwriter for the 2014 Electric Bond Sale.

The Board discussed the proposals received from investment banking firms. Trustee Golwitzer moved to authorize the General Manager to sign an engagement letter with D.A. Davidson, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager presented a Resolution Fixing the Date for a Meeting on the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$4,000,000 Electric Revenue Capital Loan Notes of the City of Algona, State of Iowa and providing for publication of notice thereof. Trustee Murphy moved to set the date and time as October 29, 2014 at 11:00 A.M., seconded by Trustee Krahenbuhl. Motion carried unanimously.

The Board reviewed Resolution #2014-11, a resolution authorizing execution of an engagement letter with Ahlers & Cooney, P.C. Trustee Schaaf moved to approve the resolution, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager updated the Board on a number of topics including the new Online Bill Pay, Iowa Area Development Group, Kossuth County Fairgrounds, Lookout Point Communications, electric and water meter installations, and the East Water Tower project.

The Board reviewed the Pay Request #3, a final request and owner's acceptance of the project, from Justin Myers Construction, Inc for the Power Plant Emissions upgrade labor. Trustee Golwitzer moved to approve the pay request, seconded by Trustee Murphy. Motion carried unanimously.

The Board reviewed Pay Request #2, a final request and owner's acceptance of the project, from Girtz Global Solutions for the Power Plant Emissions upgrade equipment. Trustee Schaaf moved to approve the pay request, seconded by Trustee Krahenbuhl. Motion carried unanimously.

The next meeting is scheduled for October 8, 2014 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 12:15 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		\$ 104,794.88
42412	BILSTEN, JOHN	EMPLOYEE MISC	23.57
42413	ROETHLER, LOWELL	EMPLOYEE MISC	137.20
42414	WELLMARK HEALTH PLAN	REMAINING BALANCE DUE	4,000.00
42415	ALGONA MUNICIPAL UTILITIES	WELLNESS ACTIVITY - PICNIC	12.00
42416	A & M LAUNDRY	SUPPLIES	77.46
42417	AFLAC	PREMIUMS	780.60
42418	AHLERS & COONEY, P.C.	LEGAL SERVICES	150.00

42419	ALGONA BAND DAY FIELD SHOW	GOLD LEVEL SPONSOR	200.00
42420	ALGONA HS VIP'S	GOLD MEMBERSHIP	100.00
42421	ALGONA PUBLISHING CO.	ADVERTISING SERVICES	510.05
42422	ALLIANCE CONNECT	VOICE AND DATA	370.56
42423	AMERICAN GLASS COMPANY	STEEL DOOR	904.15
42424	AMERICAN WATER WORKS ASSN	DUES	86.00
42425	ARNOLD MOTOR SUPPLY	PARTS	101.05
42426	BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	113.00
42427	BORDER STATES ELECTRIC	SUPPLIES	71.78
42428	BROWN SHOE FIT CO	SUPPLIES	95.36
42429	BUCHANAN BIBLER & GABOR	LEGAL SERVICES	900.00
42430	BUSCHER BROS. IMPLEMENT	SUPPLIES	93.93
42431	BUSCHER'S SERVICE CENTER	FUEL	163.84
42432	CENTRAL IOWA DISTRIBUTING	SUPPLIES	156.40
42433	CENTURYLINK	LOCAL INTERCONNECTION	231.31
42434	CHROME COUNTRY INN	SERVICE	55.37
42435	COOK'S SCRAP IRON & METAL	MATERIALS	32.23
42436	CUMMINS CENTRAL POWER	INSPECTION SERVICES	2,856.77
42437	DEX MEDIA EAST	ADVERTISING CHARGES	82.31
42438	DIAMOND'S	EMPLOYEE CLOTHING	367.97
42439	DITCH WITCH - IOWA INC	SUPPLIES	13.36
42440	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	486.77
42441	DUMP IT INC.	DUMPSTER	318.06
42442	ELECTRICAL MATERIALS CO.	SUPPLIES	160.32
42443	ERPELDING EXCAVATING ENT	SUPPLIES	9.88
42444	FAREWAY STORES	SUPPLIES	78.96
42445	FARMERS COOPERATIVE ELEV.	PROPANE	30.00
42446	FASTENAL COMPANY	SUPPLIES	20.02
42447	FOERTSCH P & H	APPL REBATE - GLE TRUCKING	90.00
42448	GLE TRUCKING, INC	APPL REBATE - WATER HEATER	50.00
42449	GVNW CONSULTING	CONSULTING SERVICES	60.00
42450	LA RUE HANSELMAN	APPL REBATE - HEAT PUMP	400.00
42451	HAWKINS INC.	CHEMICALS	4,594.68
42452	HEARTLAND ASPHALT INC	SENIOR CENTER - ASPHALT	1,350.00
42453	HOME BOX OFFICE	GUIDES	7.50
42454	HYGIENIC LABORATORY - AR	TESTING SERVICES	28.00
42455	IGLASS NETWORKS	MONITORING SERVICES	500.00
42456	IOWA ASSN OF MUNI UTILITIES	EIA 861 SCHEDULE 6 REPORT	100.00
42457	IOWA NETWORK SERVICES	SERVICES	11,640.86
42458	IOWA ONE CALL	SERVICES	101.00
42459	IRBY	SUPPLIES	4,364.56
42460	JOHN DEERE FINANCIAL	PURCHASES	69.82
42461	K & H COOP OIL CO.	FUEL	919.01
42462	KEMCO TIRES, INC.	SERVICE	886.07
42463	KLGA - FM	ADVERTISING SERVICES	1,039.50
42464	KNUDSEN, BRUCE	WINDOW REBATE	67.66
42465	LENISE KOLLASCH	APPL REBATE - WASHER	100.00
42466	KOSSUTH REG. HLTH CTR	WORK COMP CLAIM	214.00
42467	KRIZ-DAVIS CO.	SUPPLIES	40.00
42468	LOOKOUT POINT COMMUNICATIONS	CONSULTING SERVICES	3,442.50
42469	MIDAMERICAN ENERGY	SERVICE	110.92
42470	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	336.73
42471	MOTOR INN OF ALGONA INC	REPAIR SERVICES	732.06
42472	MSC INDUSTRIAL SUPPLY CO	SUPPLIES	574.07
42473	MICHAEL/EMILY MURPHY	APPL REBATE - AC	200.00
42474	CHRISTINE NELSON	APPL REBATE - WASHER	100.00
42475	NEU STAR	LNP	620.32
42476	NG-911, INC	DATABASE MANAGEMENT	150.00
42477	NIMECA	URD 2960 FAULT	545.00
42478	NORTH IA LUMBER	SUPPLIES	131.58
42479	NORTH IOWA MECHANICAL	APPL REBATE - HANSELMAN	100.00
42480	NORTHERN IOWA COMMUNICATIONS	BANDWIDTH	8,267.27
42481	NORTHLAND CONSTRUCTION	BRICK WORK FOR SHOP	737.95
42482	NRG ENGERGY SERVICES, LLC	SUPPLIES	68.37
42483	POWER & TELEPHONE SUPPLY	EQUIPMENT	927.34
42484	PRO-BUILD	SUPPLIES	3.85
42485	PROFESSIONAL COMPUTER SYSTEMS	UTILISMART FEES	2,907.75
42486	REDING GRAVEL & EXC.	FILL SAND	81.16
42487	RESCO	INVENTORY	2,270.72
42488	ROETHLER ELECTRIC	SUPPLIES	19.26

42489	SANDE CONSTRUCTION	SUPPLIES	1,558.63
42490	SIGN WORKS	LOGOS UNIT 10	142.14
42491	SKARSHAUG TESTING LABS	TESTING	508.99
42492	SPENCER MUNICIPAL UTILITIES	SWITCHING SERVICES	6,543.51
42493	T.P. ANDERSON COMPANY	SERVICES	650.00
42494	THE WATER CONNECTION	SALT	97.01
42495	TRIBUNE MEDIA SERVICES	WEATHER SERVICES	80.76
42496	VAN WERT INC	METERS	1,701.30
42497	MARTY WADLE	APPL REBATE - AC	350.00
42498	WALLACE WATER COND.	MONTHLY RENTAL	24.61
42499	WEX	FUEL	1,751.02
42500	ZIEGLER INC.	SUPPLIES	2,615.30
42501	ALGONA DUCKS UNLIMITED	DONATION	100.00
42502	BBC AMERICA INC	SUBS	274.93
42503	BIG 10	SUBS	2,482.16
42504	BILSTEN, JOHN	EMPLOYEE MISC	36.70
42505	DISCOVERY COMMUNICATIONS LLC	SUBS	487.20
42506	ESPN INC.	SUBS	295.84
42507	FOX SPORTS NET NORTH	SUBS	6,221.73
42508	HUB TELEVISION NETWORKS, LLC	SUBS	132.24
42509	IA DIST.WIND GEN.PROJECT	SHARED COSTS	614.80
42510	IN DEMAND	PPV'S	250.00
42511	KAAL	RETRANSMISSION	822.15
42512	LIN TELEVISION CORP	RETRANSMISSION	1,278.90
42513	MG MEDIA S.A.R.L	PPV'S	38.29
42514	MG MEDIA S.A.R.L (PLAYBOY)	PPV'S	12.72
42515	NEXSTAR	RETRANSMISSION	1,825.00
42516	PAPPAS TELECASTING OF IOWA	RETRANSMISSION	1,004.85
42517	RFD TV	SUBS	143.56
42518	ROVI	SUBS	1,412.19
42519	SHOWTIME NETWORKS INC	SUBS	472.05
42520	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION	2,795.31
42521	TOWER DISTRIBUTION CO	SUBS	2,737.16
42522	ADVANTAGE ADMINISTRATORS	HRA ADMINISTRATIVE SERVICES	166.60
42523	AVESIS THIRD PARTY ADMIN	PREMIUMS	545.25
42524	KOSSUTH CO CARE TEAM	DONATION FOR GOLF FUNDRAISER	50.00
42525	METLIFE SMALL BUSINESS CENTER	PREMIUMS	2,498.26
42526	WELLMARK HEALTH PLAN	PREMIUMS	27,479.92
42527	ALGONA MUNICIPAL UTILITIES	SERVICES	14,290.63
42528	CARD CENTER	PURCHASES	2,532.42
42529	HY-VEE	SUPPLIES	77.89
42530	ROETHLER, LOWELL	EMPLOYEE MISC	154.00
42531	B&W CONTROL SPECIALISTS	PRODUCT	609.90
42532	CENTRAL IOWA DISTRIBUTING	SUPPLIES	178.60
42533	JOHNSTON AUTOSTORES	PARTS	42.94
42534	LINCOLN LIFE	DEFERRED COMP	4,920.00
42535	NORTH AMERICAN NUMBERING PLAN	ANNUAL SHARE	27.01
42536	RIVER ROAD GOLF CLUB	AMU GOLF OUTING	87.00
42537	LINDA ALBERS	COMMUNICATIONS REFUND	42.42
42538	ALGONA CHAM. OF COMMERCE	BAND DAY SPONSOR -DIAMOND	200.00
42539	ALGONA MUNICIPAL UTIL.	MEDICAL SELF INSURANCE	446.00
42540	ALGONA MUNICIPAL UTILITIES	ELECTRIC SERVICES	1,546.35
42541	ALGONA PLG. & HTG.	SUPPLIES	29.96
42542	ALGONA PLUMBING & HEATING	APPL REBATE - LALLIER	50.00
42543	ALTEC INDUSTRIES INC.	PARTS	28.09
42544	AMU-SKYLINK. L.C.	INVENTORY	321.00
42545	BLACKTOP SERVICE CO.	PATCHES	4,210.80
42546	BOMGAARS	SUPPLIES	536.60
42547	BORDER STATES ELECTRIC	INVENTORY	769.16
42548	BRIAN'S WELDING	REPAIR AT POWER PLANT	180.71
42549	PAMELA BURTNETT	APPL REBATE - WASHER	100.00
42550	RYAN BUSKE	COMMUNICATIONS REFUND	18.64
42551	CENTURYLINK	SERVICE	110.86
42552	CENTURYLINK	LOCAL INTERCONNECTION	359.27
42553	CENTURYLINK	LOCAL MESSAGE COMPENSATION	2.94
42554	LYLE CHRISTOPHER	COMMUNICATIONS REFUND	12.07
42555	CITY OF ALGONA	PATCH HOLES- CALL/MOORE & CALL/MAIN	426.00
42556	CORN BELT POWER COOP	TRANSMISSION SERVICE	48,721.00
42557	CRESCENT ELECTRIC SUPPLY	SUPPLIES	35.46
42558	KELSEY CROSSER	COMMUNICATIONS REFUND	8.32

42559	DAN PATTEN ROOFING	REPAIR OF POWER PLANT ROOF	308.96
42560	DAN-D LASER CARTRIDGES	COPIER MAINT AND BILLING	888.62
42561	DGR ENGINEERING	SERVICE - RATE STUDY	5,937.99
42562	DITCH WITCH - IOWA INC	SUPPLIES	440.71
42563	RON DITSWORTH	COMMUNICATIONS REFUND	62.45
42564	DOORS INC	LOCK SOFTWARE	378.86
42565	DUMP IT SANITATION RECYCLING,INC	COMMUNICATIONS REFUND	78.68
42566	ELECTRICAL MATERIALS CO.	SUPPLIES	19.91
42567	ERPELDING EXCAVATING ENT	218 N CLARKE ST	500.41
42568	KELLY EVANS	COMMUNICATIONS REFUND	37.29
42569	FASTENAL COMPANY	SUPPLIES	32.22
42570	FOERTSCH P & H	APPL REBATE - LAUBENTHAL	40.00
42571	MERTIE H GEORG	COMMUNICATIONS REFUND	58.65
42572	JAY GEVING	TRUSTEE FEES	75.00
42573	DAVID GOLWITZER	TRUSTEE FEES	75.00
42574	GREIN, LELAND	COMMUNICATIONS REFUND	51.88
42575	TAWNYA HEALD	COMMUNICATIONS REFUND	39.76
42576	HJELMELAND BUILDERS, INC.	1715 E MOUND ST	2,500.00
42577	I WIRELESS	SERVICE	37.56
42578	IOWA ASSN OF MUNI UTILITIES	E-PAY LOAN	6,500.00
42579	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
42580	IOWA STATE BANK	COMM LOAN PAYMENT	17,856.79
42581	IRBY	TRANSFORMERS	8,911.10
42582	MARK P KOLLASCH	ELECTRIC REFUND	3.75
42583	KOSS CO ECONOMIC DEV CORP	2015 AG EDUCATION DAY SPONSOR	150.00
42584	WALTER KRAHENBUHL	TRUSTEE FEES	75.00
42585	MIKE LALLIER	APPL REBATE - AC	200.00
42586	MERLE LAUBENTHAL	APPL REBATE - WATER HEATER	210.00
42587	RANDY/JUDY LIEN	COMMUNICATIONS REFUND	131.32
42588	MCENROE, LOUIS	COMMUNICATIONS REFUND	382.61
42589	METERING & TECHNOLOGY SOLUTIONS	WATER METER	2,650.95
42590	MIDAMERICAN COMP CORP	BILLING SERVICES	5,053.01
42591	MIDAMERICAN ENERGY	SERVICE	198.11
42592	MULLIGANS	PICNIC	66.70
42593	JULIE MURPHY	TRUSTEE FEES	75.00
42594	NALCO COMPANY	SERVICE	199.49
42595	NORTHWEST COMM NETWORK	BANDWIDTH	725.50
42596	PETERSON, MARTIN	WINDOW REBATE	679.71
42597	RESCO	SUPPLIES	314.95
42598	RINGSDORF, RICHARD	COMMUNICATIONS REFUND	83.13
42599	RIVERSIDE MANUFACTURING CO	EMPLOYEE CLOTHING	92.87
42600	ANDREW ROBINSON	COMMUNICATIONS REFUND	96.82
42601	RUHNKE BROS SINCLAIR	FUEL	2,239.09
42602	THOMAS SAMPSON	COMMUNICATIONS REFUND	8.58
42603	KAREN SCHAAF	TRUSTEE FEES	75.00
42604	SIGN WORKS	LOGOS	145.69
42605	DICK SJOGREN	COMMUNICATIONS REFUND	70.52
42606	KATIE STUECK	COMMUNICATIONS REFUND	83.88
42607	STUNDAHL CLEANING	OFFICE CLEANING SERVICES	900.00
42608	TANTALUS	WATER METER READING EQUIP	7,052.00
42609	ROBERT THIES	APPL REBATE - WASHER	100.00
42610	TULSAT - NEBRASKA	REPAIR SERVICES	685.25
42611	UNITYPOINT CLINIC	LAB SERVICES	111.00
42612	WALLACE WATER COND.	RENTAL FEES	24.61
42613	WINDOW ACCENTS	REPAIR SERVICE	48.15
42614	WSI CORPORATION	SERVICES	220.00
42615	BRIAN ZWIEFEL	APPL REBATE - WASHER	100.00
8801654	NATIONAL CABLE TELEVISION COOP	SUBS	61,986.66
8801655	EFT - SALES TAX TRANSFER	SALES TAX	25,787.00
8801656	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	1,779.64
8801657	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	52.00
8801658	ADVANTAGE ADMINISTRATORS	FLEX REIMBURSEMENT	2,419.01
8801659	EFT - SALES TAX TRANSFER	SALES TAX	11,779.00
8801660	EFTPS TRANSFER	PAYROLL TAXES	19,769.43
8801661	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	144.98
8801662	NIMECA	POWER	89,104.36
8801663	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	38.40
8801664	TREASURER STATE OF IOWA	STATE INCOME TAX	10,836.00
8801665	IPERS	IPERS WITHHOLDING	36,582.36
8801666	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	494.64

8801667	LIBRARY OF CONGRESS	ROYALTY FEES	7,977.81
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