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 10, 2014 at 11:00 A.M.

Present: Jay Geving, Chairperson; Trustees - David Golwitzer, Karen Schaaf

Absent: Walter Krahenbuhl, Julie Murphy

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

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

The consent agenda included adoption of the agenda, approval of the November 24, 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 October 2014 Financial Statements. Trustee Schaaf moved to approve the financial statements and place them on file, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager updated the Board on a number of topics including the electric and water meter installations, trail project easements, Garrigan transformer, project cleanup, Emmetsburg Communications Utility, NIMECA, waste oil, and the power cost adjustment.

The Board reviewed the recommendations for employee wages for 2015. Trustee Golwitzer moved to approve a base wage increase of 2.0%, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager presented an engineering agreement with DGR Engineering for the 13.8 kV Metalclad Switchgear Control Panel replacement. Trustee Schaaf moved to authorize the General Manager to enter into the agreement, seconded by Trustee Golwitzer. Motion carried unanimously.

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

The General Manager presented Resolution #2014-17, a resolution specifying the manner for the sale of land. Trustee Golwitzer moved to approve the resolution, seconded by Trustee Schaaf. Motion carried unanimously.

The Board set the date and time for the acceptance of bids for the sale of Algona Municipal Utilities land. Trustee Schaaf moved to set the date and time as January 6, 2015, at 2:00 P.M., seconded by Trustee Golwitzer. Motion carried unanimously.

The Board reviewed recommendations from the Cable Program Committee regarding retransmission agreements. Trustee Golwitzer moved to accept recommendations to remove KIMT and KAAL from the channel lineup, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager presented an opportunity to attend the APPA Public Power Manager Certificate program. Trustee Schaaf moved to allow the General Manager and Chief Financial Officer to attend the program, seconded by Trustee Golwitzer. Motion carried unanimously.

The next meetings are as follows:

December 18, 2014 11:00 A.M. January 7, 2015 11:00 A.M.

Upon motion and vote, the meeting adjourned at 1:00 P.M.

/s/ Jay B. Geving	
Jay B. Geving, Chairperson	

Attest:

C. Nielsen

/s/ Brien Rindone

4,325.00

Brien Rindone, Secretary

2013	Wages:

L. Roethler	-	84,081.60	,	D. Smith	-	55,843.66	,	R. Simpson	-	51,259.53	,	A. Friedrich	-	54,723.98	,
Z. McGuire	-	42,891.26	,	A. Zadow	-	1,840.00		R. Vitzthum	-	85,779.20	,	N. Friedrich	-	31,106.56	,
D. Dornbier	-	69,425.96	,	H. Vileta	-	69,880.16	,	J. Benz	-	68,790.26	,	M. Stripling	-	59,995.53	,
J. Adams	-	31,200.00	,	R. Johnson	-	63,636.02	,	N. Elliott	-	14,902.75	,	N. Trenary	-	4,125.00	,
J. Bilsten	-	114,459.20	,	S. Kajewski	-	69,160.00	,	B. Rindone	-	78,840.00	,	V. Foth	-	69,160.00	,
L. Scott	-	36,219.38	,	L. Thilges	-	39,748.87	,	J. Vautier	-	17,405.18	,	R. Beenken	-	32,947.20	,
L. Rongved	-	37,007.74	,	S. Grandgenett	-	37,279.80	,	D. Groen	-	60,494.40	,	S. Baer	-	39,624.12	,
S. Seebecker	-	41,516.80	,	S. Fortune	-	40,435.20	,	D. Young	-	37,007.78	,	R. Jennings	-	60,203.20	,
B. Roethler	-	2,061.00	,	N. Vitzthum	-	1,552.50	,	K. Hilsabeck	-	52,433.52	,	E. Degen	-	72,092.80	,
P. Kenne	-	52,203.03	,	L. Moe	-	51,021.03	,	G. Larsen	-	51,269.25	,	J. Fett	-	52,368.51	,
D. Miller	-	5,340.26	,	P. Woods	-	71,534.50	,	K. Rash	-	49,509.88	,	J. Prothman	-	46,538.10	,

The following Vouchers were approved:

	Vonder	Description	Amazunt
Chk #	Vendor PAYROLL	Description	Amount
40404		DDEMILING	\$ 68,683.47
43124	AFLAC	PREMIUMS FOOD PANTRY CHALLENGE	780.60
43125 43126	ALGONA MUNICIPAL UTILITIES AVESIS THIRD PARTY ADMIN	PREMIUMS	50.00 545.25
43126	STEPHANIE FORTUNE	EMPLOYEE MISCELLANEOUS	141.12
43127	NEIL IRWIN MEMORIAL	MEMORIAL	45.00
43128	KOSSUTH COUNTY FOOD PANTRY	DONATION	305.00
43129	LINCOLN LIFE	DEFERRED COMP	
43131	METLIFE SMALL BUSINESS CENTER	PREMIUMS	3,280.00
43131	US DEPARTMENT OF EDUCATION	GARNISHMENT	2,498.26 158.47
43133	US POSTAL SERVICE (POSTAGE)	POSTAGE FOR METER	2,000.00
43134	WELLMARK HEALTH PLAN	PREMIUMS	30,675.87
43135	SMITH, DANIEL CARD CENTER	EMPLOYEE MISCELLANEOUS PURCHASES	177.23
43136			2,395.64
43137	HY-VEE	PURCHASES FMB OVER MISCELL ANEQUE	105.56
43138	PROTHMAN, JEREMY RFD TV	EMPLOYEE MISCELLANEOUS	181.10
43139		SUBS	144.06
43152	LAVERNE ABBAS	COMMUNICATIONS REFUND	59.87
43153	ADVANTAGE ADMINISTRATORS	HRA ADMIN FEES	166.60
43154	ALGONA MUNICIPAL UTIL.	MEDICAL SELF INSURANCE FUND	446.00
43155	ALGONA PLG. & HTG.	SUPPLIES	20.00
43156	ALLIED ENS, LLC	SERVICE	199.58
43157	B&W CONTROL SPECIALISTS	CHEMICAL	401.25
43158	BELTONE	COMMUNICATIONS REFUND	73.92
43159	BOMGAARS	SUPPLIES	648.38
43160	LINDA CALLAHAN	COMMUNICATIONS REFUND	40.32
43161	MIKE CALLAHAN	COMMUNICATIONS REFUND	11.67
43162	CARGILL FINANCIAL SERVICE CENTER	COMMUNICATIONS REFUND	108.25
43163	CENTURYLINK	SERVICE	110.96
43164	CENTURYLINK	LOCAL MESSAGING COMPENSATION	3.49
43165	CITY OF ALGONA	MAIN STREET PROJECT	4,199.28
43166	CLASS C SOLUTIONS GROUP	SUPPLIES	56.41
43167	CORN BELT POWER COOP	ENERGY	32,952.00
43168	COUNSEL OFFICE & DOCUMENT	COMMUNICATIONS REFUND	51.41
43169	TAMMY DAVIS	COMMUNICATIONS REFUND	63.85
43170	DGR ENGINEERING	SWITCHGEAR CONTROL PANEL	4,410.95
43171	DITCH WITCH - IOWA INC	SUPPLIES	590.87
43172	MARY EMERSON	COMMUNICATIONS REFUND	16.50
43173	CHARLES FERGUSON	COMMUNICATIONS REFUND	221.65
43174	FIVE STAR TOOL & SUPPLY	TOOLS	63.32
43175	HARRY FRAKER	METER CONVERSION REBATE	75.00
43176	JAY GEVING	TRUSTEE FEES	75.00
43177	GODFATHER'S PIZZA	COMMUNICATIONS REFUND	27.93
43178	DAVID GOLWITZER	TRUSTEE FEES	75.00
43179	GRAYBAR ELECTRIC CO INC	SUPPLIES	161.87
43180	HAWKINS INC.	CHEMICALS	1,785.65
43181	HJELMELAND FAMILY LP	APPL REBATE - WTR HTR	1,600.00
43182	HOMETOWN DISTRIBUTING LLC	ICE MELT	53.50
43183	IOWA ASSN OF MUNI UTILITIES	E-PAY LOAN PAYMENT	6,000.00
43184	IOWA ONE CALL	SERVICE COMM I CAN BAYMENT	340.70
43185	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
43186	IOWA STATE BANK	COMM LOAN PAYMENT	17,856.79
43187	IRBY	MATERIALS	817.04
43188	ITRON	METERING	2,953.45
43189	ROSEANN JENSEN	COMMUNICATIONS REFUND	21.95
43190	JOENS, CHARLES	COMMUNICATIONS REFUND	166.72
43191	JOHN DEERE FINANCIAL	PARTS METER CONVERGION REPAIR	29.12
43192	ANGIE JOHNSON	METER CONVERSION REBATE	1,053.41
43193	MARK JORDAN	METER CONVERSION REBATE	75.00
43194	KOLLASCH, MILO	COMMUNICATIONS REFUND	50.00
43195	KOSSUTH COUNTY DEMOCRATS	COMMUNICATIONS REFUND	16.01
43196	WALTER KRAHENBUHL	TRUSTEE FEES	75.00
43197	KRIZ-DAVIS CO.	INVENTORY	14,878.96
43198	MIDAMERICAN COMP CORP	BILLING SERVICES	4,893.45
43199	MIDAMERICAN ENERGY	SERVICE	73.86
43200	JULIE MURPHY	TRUSTEE FEES	75.00
43201	NEU STAR	LNP	555.84

43202	NORTHWEST COMM NETWORK	BANDWIDTH	725.50
43203	PHILS AUTO & TRUCK REPAIR II	SERVICE	611.15
43204	PROFESSIONAL COMPUTER SYSTEMS	STATEMENT PROCESSING	2,915.27
43204	BRIANNA RAYHONS	COMMUNICATIONS REFUND	19.85
43205	RESCO	SUPPLIES	1,865.69
43207	ROETHLER, LOWELL	EMPLOYEE MISCELLANEOUS	57.12
43207	RUHNKE BROS SINCLAIR	FUEL	152.67
43208	KAREN SCHAAF	TRUSTEE FEES	75.00
43210	NICOLE/JOE SEIFERT	COMMUNICATIONS REFUND	34.04
43211	STUNDAHL CLEANING	CLEANING SERVICES	900.00
43212	T&R ELECTRIC	TESTING SERVICES	208.00
43213	TULSAT - NEBRASKA	REPAIR SERVICES	766.75
43214	UNIVERSAL MFG.	TESTING SERVICES	106.50
43215	VERMEER	LOCATOR	3,995.00
43216	VINCHATTLE ENTERPRISES	SERVICE CONTRACT	2,700.00
43217	WESCO DISTRIBUTION INC.	INVENTORY	204.41
43218	COURTNEY WESTLING	COMMUNICATIONS REFUND	9.16
43219	NICK ZAVITSAMOS	COMMUNICATIONS REFUND	7.55
43220	ALGONA MUNICIPAL UTILITIES	SERVICES	17,000.73
43221	ALGONA CHAM. OF COMMERCE	SERVICE AWARDS	1,230.00
43222	IA DIST.WIND GEN.PROJECT	POWER PURCHASED	14,885.06
8801718	EFT - SALES TAX TRANSFER	SALES TAX	11,536.00
8801719	NIMECA	POWER	75,114.31
8801720	EFTPS TRANSFER	PAYROLL TAXES	20,208.87
8801721	EFTPS TRANSFER	PAYROLL TAXES	6,162.20
8801722	ADVANTAGE ADMINISTRATORS	FLEX PAYMENTS	2,419.01
8801723	TREASURER STATE OF IOWA	STATE INCOME WITHHOLDING	8,491.00
8801724	NATIONAL CABLE TELEVISION COOP	INVENTORY	649.28
8801725	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	1,739.45
8801726	DEPOSITORY TRUST CO.	BOND INTEREST	6,400.00
8801727	DEPOSITORY TRUST CO.	BOND INTEREST	209,969.00
8801728	DEPOSITORY TRUST CO.	BOND INTEREST	17,901.25
8801729	NORTHWEST BANK - WIRE TRANS	CASH REQUIREMENT NEAL 4	494,000.00
8801730	IPERS	IPERS	28,292.56
8801731	DEPOSITORY TRUST CO.	BOND PAYMENT	975,021.40