

November 2, 2015
Algona, Iowa

Minutes of Work Session
of the
Algona Municipal Utilities' Board of Trustees

A work session 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 2, 2015 at 11:00 A.M.

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

Absent: Walter Krahenbuhl

Also Present: John Bilsten, General Manager; Brien Rindone, Secretary – Chief Financial Officer

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

The Chief Financial Officer presented the 2016 Utility Budget.

The work session adjourned at 12:00 P.M.

/s/ Jay B. Geving
Jay B. Geving, Chairman

Attest:

/s/ Brien Rindone
Brien Rindone, Secretary

November 18, 2015
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 November 18, 2015 at 11:00 A.M.

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

Absent: Walter Krahenbuhl, Julie Murphy

Also Present: John Bilsten, General Manager; Brien Rindone, Secretary – Chief Financial Officer; Scott Buchanan, General Counsel; Jon Burmeister, Public Financial Management, Inc.; David Foth, Citizen

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

The consent agenda included adoption of the agenda, approval of the October 21, 2015 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 General Manager presented a resolution ratifying, confirming, and approving publication of the Public Hearing for the issuance of Not to Exceed \$1,500,000 Water Revenue Capital Loan Notes. Trustee Schaaf moved to approve the resolution, seconded by Trustee Golwitzer. Motion carried unanimously.

Chairperson Geving called the Public Hearing on the proposition to authorize a Loan Agreement and the issuance of Not to Exceed \$1,500,000 Water Revenue Capital Loan Notes to order. The Chairperson noted no written or oral comments or objections. Trustee Golwitzer moved to adjourn the Public Hearing, seconded by Trustee Schaaf. Roll Call votes were as follows: Krahenbuhl, absent; Geving, yes; Schaaf, yes; Golwitzer, yes; Murphy, absent. Motion carried unanimously.

Chairperson Geving called the Public Hearing on the 2016 Budget to order. The Chairperson noted no written or oral comments or objections. Trustee Schaaf moved to adjourn the Public Hearing, seconded by Trustee Golwitzer. Roll Call votes were as follows: Krahenbuhl, absent; Geving, yes; Schaaf, yes; Golwitzer, yes; Murphy, absent. Motion carried unanimously.

Chairman Geving called the Public Hearing for the authorization to approve the 2016 rates for the sale of Water to order. The Chairman noted no written or oral comments or objections. Trustee Golwitzer

moved to adjourn the Public Hearing, seconded by Trustee Schaaf. Roll Call votes were as follows: Krahenbuhl, absent; Geving, yes; Schaaf, yes; Golwitzer, yes; Murphy, absent. Motion carried unanimously.

The Board reviewed the September 2015 Financial Statements. Trustee Schaaf moved to approve the financial statements and place them on file, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board reviewed the proposed budget for calendar year 2016. Trustee Golwitzer moved to approve the budget, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed Resolution #2015-09, a resolution establishing rates for the sale of Water for 2016. Trustee Schaaf moved to approve the resolution, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board reviewed a resolution instituting proceedings to take additional action for the authorization of a loan agreement and the issuance of not to exceed \$1,500,000 Water Revenue Capital Loan Notes. Trustee Golwitzer moved to approve the resolution, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed a resolution Directing the Sale of Water Revenue Capital Loan Notes, Series 2015. Trustee Schaaf moved to approve the resolution, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager presented a resolution amending and ratifying the inter-utility loans from the Municipal Electric Utility to the Municipal Telecommunication Utility. Trustee Golwitzer moved to approve the resolution, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed a resolution directing the acceptance of the proposal from Iowa State Bank on the Taxable Telecommunications Revenue Refunding Capital Loan Notes, Series 2015A. Trustee Schaaf moved to approve the resolution, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board reviewed a resolution approving and authorizing a form of Loan Agreement and authorizing and providing for the issuance of Taxable Telecommunications Revenue Refunding Capital Loan Notes and providing for a method of payment of the Notes. Trustee Golwitzer moved to approve the resolution, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager presented a Continuing Disclosure Policy. Trustee Schaaf moved to adopt the policy, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board discussed the Iowa Distributed Wind Generation Project (IDWGP). Trustee Golwitzer moved to recommend the development of a Request for Proposal for the decommissioning and sale of the assets of the wind turbines, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager updated the Board on a number of topics including Kossuth Animal Rescue, renewable energy options, Southwest Power Pool membership, Neal 4 owners meeting, IPAIT, Corn Belt Power solar project, Algona solar project, and Main St reconstruction.

The next meeting is scheduled for December 16, 2015 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 11:45 A.M.

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

Attest:

/s/ Brien Rindone
Brien Rindone, Secretary

The following Vouchers were approved:

Chk #	Vendor	Description	Amount
	PAYROLL		\$ 105,407.50
45268	ALGONA MUNICIPAL UTILITIES	PROJECT SHARE	408.50
45269	AFLAC	PREMIUMS	780.60
45270	AVESIS THIRD PARTY ADMIN	PREMIUMS	549.43
45271	BIG 10	SUBS	2,622.18
45272	FOX SPORTS NET NORTH	SUBS	6,434.89
45273	IN DEMAND	PPV'S	250.00
45274	METLIFE SMALL BUSINESS CENTER	PREMIUMS	2,689.93

45275	MG MEDIA S.A.R.L	PPV'S	56.42
45276	BBC AMERICA	SUBS	256.64
45277	NEXSTAR	RETRANSMISSION	3,876.75
45278	PAPPAS TELECASTING OF IOWA	RETRANSMISSION	947.65
45279	ROVI	SUBS	1,388.40
45280	SHOWTIME NETWORKS INC	SUBS	428.22
45281	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION	3,790.60
45282	TOWER DISTRIBUTION CO	SUBS	3,359.85
45283	WELLMARK HEALTH PLAN	PREMIUMS	33,037.00
45284	INTERSTATE POWER SYSTEMS	SERVICE	7,519.85
45285	HY-VEE	PURCHASES	149.84
45286	KCCI/HEARST TELEVISION	SUBS - 3RD QUARTER	38,400.00
45287	LINCOLN LIFE	DEFERRED COMP	3,730.00
45288	PETTY CASH	PETTY CASH	106.96
45289	RINDONE, BRIEN	EMPLOYEE MISC	88.90
45290	US DEPARTMENT OF EDUCATION	LR	161.05
45291	CARD CENTER	PURCHASES	5,385.14
45292	ACCESS SYSTEMS	SPAM FILTERING	141.00
45293	ADVANTAGE ADMINISTRATORS	HRA ADMIN FEES	176.40
45294	AED AUTHORITY	LIFEPACK ELECTRODES	770.40
45295	ALGONA FIRE DEPARTMENT	DONATION FOR SAFETY MATERIALS	90.00
45296	ALGONA MUNICIPAL UTIL.	EMPL MED SELF INS FUND	446.00
45297	ALGONA MUNICIPAL UTILITIES	SERVICES	12,922.63
45298	A-TEC ENERGY CORP.	AUDITS	115.56
45299	THOMAS BECKER	COMMUNICATIONS REFUND	27.68
45300	BILL BLACK	APPLIANCE REBATE - AC	350.00
45301	BOMGAARS	SUPPLIES	507.01
45302	BORDER STATES ELECTRIC	INVENTORY	2,428.14
45303	BETTE O BRIMER	COMMUNICATIONS REFUND	98.37
45304	BROWN SHOE FIT CO	SUPPLIES/BOOTS	627.06
45305	BROWN SUPPLY COMPANY	INVENTORY	1,211.69
45306	BUCHANAN BIBLER & GABOR	LEGAL SERVICES	440.00
45307	BUSCHER BROS. IMPLEMENT	SUPPLIES	122.90
45308	CARY LANE ELECTRIC	GISCH/IRVINGTON RD PROJECT	406.43
45309	CENTURYLINK	SERVICE	112.20
45310	CENTURYLINK	INTERCONNECTION SERVICE	332.23
45311	CITY OF ALGONA	KFC/AUTOSMART FIRE PLUG	288.00
45312	CLASS C SOLUTIONS GROUP	SUPPLIES	423.42
45313	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	1,550.00
45314	KELLY COOK	WINDOW REBATE	277.29
45315	CORN BELT POWER COOP	TRANSMISSION SERVICE	52,642.00
45316	DGR ENGINEERING	WATER RATE STUDY SERVICE	23,607.00
45317	DITCH WITCH - IOWA INC	SUPPLIES	763.04
45318	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	197.42
45319	DUMP IT INC.	DUMPSTER	318.06
45320	ELECTRONIC ENGINEERING	SERVICE	29.85
45321	ERPELDING EXCAVATING ENT	711 S DODGE SERVICE	602.75
45322	JASON/LISA ETNYRE	COMMUNICATIONS REFUND	23.09
45323	MARY FABER	COMMUNICATIONS REFUND	20.44
45324	FASTENAL COMPANY	SUPPLIES	61.23
45325	FIVE STAR TOOL & SUPPLY	TOOLS	158.25
45326	EUGENE FLAIG	COMMUNICATIONS REFUND	22.49
45327	FOERTSCH P & H	APPLIANCE REBATE - BLACK	25.00
45328	JAY GEVING	TRUSTEE FEES	75.00
45329	DAVID GOLWITZER	TRUSTEE FEES	75.00
45330	TYLER GULDEN	COMMUNICATIONS REFUND	48.29
45331	HACH CHEMICAL CO.	SUPPLIES	338.64
45332	JONATHAN HANIG	COMMUNICATIONS REFUND	39.95
45333	JACOB HANNAH	COMMUNICATIONS REFUND	38.62
45334	HAWKINS INC.	CHEMICALS	4,877.63
45335	WALTER HINZ	COMMUNICATIONS REFUND	25.97
45336	SHERYL HUFFMAN	REFUND	48.96
45337	I WIRELESS	SERVICE	37.08
45338	I&S GROUP, INC	WATER MAIN PROJECT - HWY 18	10,831.63
45339	IOWA ASSN OF MUNI UTILITIES	E PAY LOAN PAYMENT	6,200.00
45340	IOWA STATE BANK	COMM LOAN PAYMENT	21,828.37
45341	IRBY	INVENTORY	20,478.90
45342	JOEL JAEGER	COMMUNICATIONS REFUND	79.81
45343	JCL SOLUTIONS	SUPPLIES	109.35
45344	JENNINGS, ROBERT M.	MARKETING CLASS- IA LAKES	119.00

45345	JOHN DEERE FINANCIAL	PARTS	93.15
45346	NATE KAJEWSKI	APPLIANCE REBATE - WASHER	100.00
45347	KOSS CO EXTENSION OFFICE	PEST MANAGEMENT TRAINING	140.00
45348	WALTER KRAHENBUHL	TRUSTEE FEES	75.00
45349	KRIZ-DAVIS CO.	EQUIPMENT	3,181.83
45350	JUNGHYUN LEE	COMMUNICATIONS REFUND	2.66
45351	ZAC MCGUIRE	COMMUNICATIONS REFUND	57.26
45352	MIDAMERICAN COMP CORP	BILLING SERVICES	4,832.45
45353	MIDAMERICAN ENERGY	SERVICE	89.81
45354	MIDWEST MUNICIPAL TRANSMISSION	DUES (JULY - DEC 2015)	3,176.67
45355	MICHAEL MILLER	COMMUNICATIONS REFUND	59.94
45356	JOE/JINEL MORRIS	COMMUNICATIONS REFUND	130.63
45357	MOTOR INN OF ALGONA INC	SERVICE	362.97
45358	JULIE MURPHY	TRUSTEE FEES	75.00
45359	KERI NAVRATIL	COMMUNICATIONS REFUND	79.81
45360	NEU STAR	LNP	268.27
45361	NIMECA	CORN BELT JOB	194.12
45362	JEAN NOLAN	COMMUNICATIONS REFUND	27.30
45363	NORTH IOWA COMM. ACTION	ADMIN FEES	86.69
45364	NORTHWEST COMM NETWORK	BANDWIDTH	965.50
45365	ONENECK IT SOLUTIONS	INTERNET EQUIPMENT	55,033.93
45366	PITNEY-BOWES INC.	RENTAL FEES	764.55
45367	POWER & TELEPHONE SUPPLY	MATERIALS	1,164.35
45368	REDING GRAVEL & EXC.	SAND	236.88
45369	RFD TV	SUBS	129.50
45370	RUTH RIEDEL	COMMUNICATIONS REFUND	79.12
45371	SARAH RIZZUTO	COMMUNICATIONS REFUND	49.95
45372	ROETHLER, LOWELL	EMPLOYEE MISC	57.12
45373	LIZ ROSONKE	WINDOW REBATE	479.20
45374	RUHNKE BROS SINCLAIR	FUEL	1,143.96
45375	RYG, ROSELLA	COMMUNICATIONS REFUND	217.35
45376	KAREN SCHAAF	TRUSTEE FEES	75.00
45377	SCHILTZ, BRIAN	COMMUNICATIONS REFUND	19.52
45378	SMITH, DANIEL	EMPLOYEE MISC	89.77
45379	BRUCE SMITH	COMMUNICATIONS REFUND	93.48
45380	SPENCER MUNICIPAL UTILITIES	SWITCHING SERVICES	5,525.68
45381	STATE 5 THEATRE	2015/2016 MERCHANT MOVIES	75.00
45382	STUNDAHL CLEANING	CLEANING SERVICES	900.00
45383	SWIFT AIR	SERVICE	101.65
45384	VAN WERT INC	METERS	3,852.00
45385	VERMEER	SUPPLIES	809.00
45386	EVELYN WAGNER	REFUND	44.12
45387	WALLACE WATER COND.	RENTAL	24.61
45388	WESSELS OIL CO/CROSSROADS	LIGHTING REBATE	1,200.00
45389	FRANCES WIESE	COMMUNICATIONS REFUND	13.60
45390	WSI CORPORATION	WEATHER SERVICES	242.00
45391	IA DIST.WIND GEN.PROJECT	POWER PURCHASED	4,555.08
45392	LISA RONGVED	EMPLOYEE MISC	222.53
45393	US DEPARTMENT OF EDUCATION	LR	161.05
8801938	NATIONAL CABLE TELEVISION COOP	SUBS	65,934.45
8801939	NIMECA	POWER	87,887.24
8801940	EFT - SALES TAX TRANSFER	SALES TAX	11,646.00
8801941	ADVANTAGE ADMINISTRATORS	FLEX REIMBURSEMENT	2,284.12
8801942	EFTPS TRANSFER	PAYROLL TAXES	20,270.44
8801943	NATIONAL CABLE TELEVISION COOP	INVENTORY	4,902.86
8801944	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	479.28