

January 13, 2016  
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 January 13, 2016 at 11:00 A.M.

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

Absent: Walter Krahenbuhl

Also Present: John Bilsten, General Manager; Brien Rindone, Secretary – Chief Financial Officer; Scott Buchanan, General Counsel; Brian Buscher, Deb Wolfe, and Jen Aultman – Kossuth Animal Rescue

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

The consent agenda included adoption of the agenda, approval of the December 16, 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 Board heard a presentation about the Kossuth Animal Rescue shelter.

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

The General Manager updated the Board on a number of topics including the 15 kV relay upgrades at the AKB Substation, a SCADA system upgrades for the water department, City economic development, SPP allotment, renewable energy interconnection, the Cable programming committee, alternate cable programming, rural line rebuild, and NIMECA updates.

The General Manager presented an agreement for 2015 audit services with T.P. Anderson & Company, P.C. Trustee Golwitzer moved to approve the agreement, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed Resolution #2016-01, a resolution naming the Official Depositories for the Utility. Trustee Murphy moved to approve the resolution, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board reviewed Resolution #2016-02, a resolution authorizing Utility employees to exercise certain powers regarding Utility bank accounts and financial activities. Trustee Schaaf moved to approve the resolution, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager presented an agreement with AMC networks. Trustee Murphy moved to approve the agreement, seconded by Trustee Schaaf. Motion carried unanimously.

The Board discussed the In Demand programming agreement. Trustee Golwitzer moved to give notice to end the agreement, seconded by Trustee Murphy. Motion carried unanimously.

The next meeting is scheduled for February 10, 2016 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 1:15 P.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		\$ 112,616.58
45578	A & M LAUNDRY	SUPPLIES	42.21
45579	ACCESS SYSTEMS	SPAM FILTERING SERVICES	141.00

45580	ALGONA MUNICIPAL UTILITIES	SERVICES	1,714.78
45581	ALGONA PLUMBING & HEATING	APPL REBATE - GARMAN	25.00
45582	ALGONA PUBLISHING CO.	ADVERTISING SERVICES	400.73
45583	ALGONA PUBLISHING COMPANY	NIE NEWSPAPERS	100.00
45584	ALLIANCE CONNECT	SERVICE	372.29
45585	ARNOLD MOTOR SUPPLY	PARTS	97.30
45586	A-TEC RECYCLING INC.	RECYCLING SERVICES	832.72
45587	AVESIS THIRD PARTY ADMIN	PREMIUMS	549.43
45588	AZAR COMPUTER SOFTWARE	SOFTWARE SUPPORT AND EVENTS	3,630.00
45589	BALDWIN POLE IOWA CORP	POLES	13,119.10
45590	BORDER STATES ELECTRIC	SUPPLIES	233.80
45591	BROWN SUPPLY COMPANY	INVENTORY	3,538.03
45592	BUCHANAN BIBLER & GABOR	LEGAL SERVICE	90.00
45593	BUSCHER BROS CORP	LED LIGHTING REBATE	445.76
45594	BUSCHER BROS. IMPLEMENT	PARTS	415.45
45595	BUSCHER'S SERVICE CENTER	FUEL	1,326.15
45596	CENTURYLINK	LOCAL INTERCONNECTION SERVICES	30.46
45597	CHROME COUNTRY INN	SERVICE	54.30
45598	CHROME TRUCK STOP	FUEL	13.51
45599	CITY OF ALGONA	LED LIGHTING REBATE	554.50
45600	CLASS C SOLUTIONS GROUP	SUPPLIES	148.90
45601	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	1,550.00
45602	CORNBELT CHORUS	PLATINUM SPONSOR	100.00
45603	D.A.DAVIDSON & CO	SERVICES	12,300.00
45604	DEX MEDIA EAST	ADVERTISING SERVICES	85.50
45605	DGR ENGINEERING	SWITCHGEAR REPLACEMENT	15,508.10
45606	DIAMOND'S	EMPLOYEE CLOTHING	1,115.56
45607	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	16.75
45608	DUMP IT INC.	DUMPSTER	359.56
45609	ELECTRICAL MATERIALS CO.	MATERIALS	18.02
45610	ELECTRONIC ENGINEERING	SERVICE	102.75
45611	ELECTRONIC SPECIALITIES, INC	PARTS	9.63
45612	MONICA ELLIS	ELECTRIC REFUND	1.17
45613	EMAGINE, LLC	WEB PAGE - KOSS CO ALERT LINK	18.75
45614	ERPELDING EXCAVATING ENT	WATER SERVICE - 614 N JOHNSON	6,289.32
45615	EXCEPTIONAL OPPORTUNITIES	SHREDDING SERVICES	23.25
45616	FAREWAY STORES	SUPPLIES	91.74
45617	FASTENAL COMPANY	SUPPLIES	138.92
45618	FIVE STAR TOOL & SUPPLY	TOOLS	267.18
45619	FOERTSCH P & H	APPL REBATE - TRAN	25.00
45620	FOTH, VIRGINIA	SUPPLIES	51.78
45621	AMBER GARMAN	APPL REBATE - AC	200.00
45622	HALL'S SAFETY EQPT.	EMPLOYEE CLOTHING	1,868.35
45623	HAWKINS INC.	CHEMICALS	2,399.50
45624	HJELMELAND APARTMENTS	APPL REBATE- AC	2,400.00
45625	HJELMELAND BUILDERS, INC.	APPL REBATE - HJELMELAND APTS	200.00
45626	HOGAN HANSEN	LED LIGHTING REBATE	2,475.00
45627	HOMETOWN DISTRIBUTING LLC	ICE MELT	80.25
45628	HYGIENIC LABORATORY - AR	TESTING SERVICES	363.00
45629	I&S GROUP, INC	WTR MAIN REPLACEMENT - HWY 18	1,500.00
45630	IA DIST.WIND GEN.PROJECT	SHARED COSTS	543.55
45631	IGLASS NETWORKS	MONITORING SERVICES	500.00
45632	IOWA ASSN OF MUNI UTILITIES	WATER WORKSHOP	350.00
45633	IOWA COMMUNICATIONS ALLIANCE	MEMBERSHIP DUES	5,493.60
45634	IOWA NETWORK SERVICES	SERVICES	10,843.82
45635	IOWA ONE CALL	SERVICE	260.40
45636	IRBY	SWITCH GEAR	15,479.97
45637	JOHN/JUDY JENNINGS	METER CONVERSION REBATE	75.00
45638	KLGA - FM	ADVERTISING SERVICES	802.87
45639	JULIE KOLLASCH	APPL REBATE - WASHER	100.00
45640	KOSSUTH COUNTY SHERIFF	APPL REBATE - WASHER	100.00
45641	CHRISTOPHER LAWSON	APPL REBATE - WASHER	100.00
45642	MC PEAK TRENCHING, INC	SUPPLIES	182.97
45643	METERING & TECHNOLOGY SOLUTIONS	WATER METERS	3,346.71
45644	METLIFE SMALL BUSINESS CENTER	PREMIUMS	2,689.93
45645	MIDAMERICAN ENERGY CO.	CAPACITY BILLING FOR TRANS	86,444.56
45646	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	324.98
45647	MOODY'S INVESTORS SERVICE	SERVICE	12,000.00
45648	NALCO COMPANY	SUPPLIES	267.17
45649	NEU STAR	SOW & LNP	261.50

45650	NG-911, INC	DATABASE MANAGEMENT	150.00
45651	NIMECA	MCR PERFORMANCE BILLING	7,539.00
45652	NORTH IA LUMBER	SUPPLIES	6.00
45653	NORTHERN IOWA COMMUNICATIONS	BANDWIDTH	2,955.53
45654	NYHART COMPANY	SERVICES	2,300.00
45655	POWER & TELEPHONE SUPPLY	EQUIPMENT	11,396.58
45656	PROFESSIONAL COMPUTER SYSTEMS	UTILISMART	700.00
45657	REDING GRAVEL & EXC.	SAMP WATER MAIN - NORWOOD DR	1,888.97
45658	RINDONE, BRIEN	APPL REBATE- WASHER	100.00
45659	ROONEY, MIKE	WINDOW REBATE	1,500.00
45660	ROUTER12 NETWORKS LLC	INTERNET UPGRADE	1,480.00
45661	SANDE CONSTRUCTION	SERVICE	1,302.93
45662	SECURITY COVERAGE	SECUREIT PLUS SERVICE	86.95
45663	SKARSHAUG TESTING LABS	TESTING SERVICES	609.53
45664	SPENCER MUNICIPAL UTILITIES	SERVICES	5,544.52
45665	SPORTSMAN'S CORNER, INC	PARTS	96.95
45666	SWIFT AIR	SERVICE CALL	623.38
45667	KELSEY/BEN THOMPSON	WINDOW REBATE	75.40
45668	BOB TRAN	APPL REBATE - AC	350.00
45669	TRIBUNE MEDIA SERVICES, LLD	WEATHER SERVICES	83.18
45670	TRUPKE ELECTRIC MOTOR	PARTS/SERVICE	142.72
45671	TULSAT - NEBRASKA	REPAIR SERVICES	2,877.00
45672	US POSTAL SERVICE	PO BOX FEE	206.00
45673	WALLACE WATER COND.	RENTAL SERVICES	24.61
45674	AFLAC	PREMIUMS	780.60
45675	BIG 10	SUBS	2,589.12
45676	FOX SPORTS NET NORTH	SUBS	6,353.76
45677	HY-VEE	PURCHASES	17.36
45678	IN DEMAND	PPV'S	294.74
45679	METLIFE SMALL BUSINESS CENTER	PREMIUMS	2,689.93
45680	MG MEDIA S.A.R.L	PPV'S	32.95
45681	NEW VIDEO CHANNEL AMERICA L.L.C	SUBS	252.36
45682	NEXSTAR	RETRANSMISSION	7,679.25
45683	PAPPAS TELECASTING OF IOWA	RETRANSMISSION	1,109.55
45684	PHILS AUTO & TRUCK REPAIR II	SERVICE	89.86
45685	RFD TV	SUBS	129.50
45686	ROVI	SUBS	1,365.26
45687	SHOWTIME NETWORKS INC	SUBS	428.22
45688	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION	3,755.40
45689	TOWER DISTRIBUTION CO	SUBS	3,258.60
45690	US DEPARTMENT OF EDUCATION	LR	161.05
45691	VITZTHUM, ROD	EMPLOYEE MISC	30.11
45692	CARD CENTER	PURCHASES	5,309.24
45693	STEPHANIE FORTUNE	EMPLOYEE MISC	20.97
45694	SUSAN SEEBECKER	EMPLOYEE MISC	104.90
45695	WELLMARK HEALTH PLAN	PREMIUMS	26,594.04
45696	KOSSUTH COUNTY RECORDER	ATV/ORV REGISTRATION FEES	53.25
45697	DEPOSITORY TRUST CLEARING CORP	AUDIT CONFIRMATION	147.00
45698	IOWA STATE BANK	COMMUNICATIONS LOAN PAYMENT	3,971.58
45699	IOWA STATE BANK	BOND DEBT SERVICE	18,723.17
45700	ACCESS SYSTEMS	SPAM FILTERING SERVICES	141.00
45701	ADVANTAGE ADMINISTRATORS	HRA ADMIN FEES	176.40
45702	AG PROCESSING INC	LIGHTING REBATE	200.00
45703	DENISE/ED ALANIZ	COMMUNICATIONS REFUND	53.46
45704	ALGONA AMBASSADORS	AMBASSADOR MEMBERSHIP FEES	30.00
45705	ALGONA CHAM. OF COMMERCE	2016 MEMBERSHIP DUES	1,810.60
45706	ALGONA MUNICIPAL UTIL.	MEDICAL SELF INSURANCE FUND	446.00
45707	ALGONA MUNICIPAL UTILITIES	SERVICES	14,130.73
45708	ALGONA PLG. & HTG.	SERVICE AT TANGLES	221.98
45709	CHRIS ALT	COMMUNICATIONS REFUND	209.78
45710	ALTEC INDUSTRIES INC.	PARTS	53.06
45711	AMERICAN CONCRETE PRODUCTS	CONCRETE - 104 W CALL ST	220.32
45712	AMU-SKYLINK. L.C.	INVENTORY	376.00
45713	CRAIG/TINA BANWART	COMMUNICATIONS REFUND	203.75
45714	CRAIG BARSLOU	APPL REBATE - WASHER	100.00
45715	BGHS AFTER PROM PARTY	DONATION	25.00
45716	BECKY BLEICH	COMMUNICATIONS REFUND	12.21
45717	BOMGAARS	SUPPLIES	469.94
45718	BUCHANAN BIBLER & GABOR	LEGAL SERVICES	240.00
45719	BUSCHER'S SERVICE CENTER	APPL REBATE - AC	200.00

45720	SHAKITA CAMERON	COMMUNICATIONS REFUND	4.31
45721	DEAN CAPESIUS	COMMUNICATIONS REFUND	43.35
45722	GAIL CARROLL	COMMUNICATIONS REFUND	22.86
45723	CENTRAL IOWA DISTRIBUTING	SUPPLIES	193.75
45724	CENTURYLINK	SERVICE	56.02
45725	CENTURYLINK	LOCAL INTERCONNECTION SERVICES	334.32
45726	SANDY CHRISTIANSEN	COMMUNICATIONS REFUND	112.63
45727	THOMAS CHUDOBA	COMMUNICATIONS REFUND	51.32
45728	CITY OF ALGONA	SEWER/STORM SEWER RECEIPTS	9,111.81
45729	CITY OF AMES	LUGS	1,140.08
45730	CLASS C SOLUTIONS GROUP	SUPPLIES	88.37
45731	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	1,550.00
45732	RON DUCKERT	COMMUNICATIONS REFUND	90.94
45733	ELECTRICAL MATERIALS CO.	INVENTORY	1,298.73
45734	ELECTRONIC ENGINEERING	SERVICE	29.85
45735	BOB/SUSAN ENGEN	COMMUNICATIONS REFUND	45.83
45736	ERPELDING EXCAVATING ENT	ROCK	199.50
45737	FARMERS COOPERATIVE ELEV.	PROPANE	27.50
45738	FOERTSCH P & H	APPL REBATE - MEEHAN	25.00
45739	FRAMBACH, RICHARD	COMMUNICATIONS REFUND	90.94
45740	FRIDLEY THEATRE	TICKETS	2,025.00
45741	JAY GEVING	TRUSTEE FEES	75.00
45742	GOLF CLASSICS	SIGN SPONSOR	350.00
45743	DAVID GOLWITZER	TRUSTEE FEES	75.00
45744	HALL'S SAFETY EQPT.	EMPLOYEE CLOTHING	203.85
45745	WAYNE T HANSEN	COMMUNICATIONS REFUND	94.08
45746	SARA HARRISON	COMMUNICATIONS REFUND	30.63
45747	HD SUPPLY WATERWORKS	HYDRANT	4,033.96
45748	I WIRELESS	SERVICE	2.30
45749	I&S GROUP, INC	HWY 18 WATER MAIN REPLACEMENT	3,037.87
45750	IA LAKES COMM COLLEGE FOUND.	SPONSORSHIP	200.00
45751	IOWA ASSN OF MUNI UTILITIES	APPRENTICESHIP FEES - JOHNSON	7,215.00
45752	IRBY	INVENTORY	15,723.59
45753	JOHN DEERE FINANCIAL	PARTS	220.18
45754	KEY PROPERTY MANAGEMENT	LIGHTING REBATE	215.00
45755	JANET KOLLASCH	WINDOW REBATE	1,500.00
45756	KRIZ-DAVIS CO.	INVENTORY	5,195.92
45757	MAINSTREET DESIGNS, INC.	BULBS	102.00
45758	DOROTHY MEEHAN	APPL REBATE	200.00
45759	PETE/CRYSTAL MENAGE	WINDOW REBATE	467.86
45760	METERING & TECHNOLOGY SOLUTIONS	METERS	181.00
45761	MIDAMERICAN COMP CORP	BILLING SERVICES	4,483.89
45762	MIDAMERICAN ENERGY	SERVICE	73.32
45763	ADAM MILLER	APPL REBATE - WASHER	100.00
45764	MUNICIPAL MANAGEMENT CORP	LEAK DETECTION	700.00
45765	JULIE MURPHY	TRUSTEE FEES	75.00
45766	NALCO COMPANY	SUPPLIES	57.13
45767	NIMECA	MATERIALS	47,627.31
45768	NORTH IA LUMBER & DESIGN	METER CONVERSION REBATE	953.03
45769	NORTH IOWA MECHANICAL	APPL REBATE - BUSCHER SERVICE	25.00
45770	NORTHWEST COMM NETWORK	BANDWIDTH	925.50
45771	MATTHEW OLSON	WINDOW REBATE	425.50
45772	OSMOSE UTILITIES SERVICES	INVENTORY	716.45
45773	CAREY PEREZ	COMMUNICATIONS REFUND	50.00
45774	PITNEY-BOWES INC.	RENTAL CHARGES	863.28
45775	PIZZA RANCH	COMMUNICATIONS REFUND	223.12
45776	POWER & TELEPHONE SUPPLY	SUPPLIES	1,573.99
45777	POWER MONITORS INCORPORATED	EQUIPMENT	2,191.99
45778	PROFESSIONAL COMPUTER SYSTEMS	WATER METER TESTING REQUEST	2,871.58
45779	RFD TV	SUBS	127.34
45780	RIVERSIDE MANUFACTURING CO	EMPLOYEE CLOTHING	56.05
45781	ROUTER12 NETWORKS LLC	SERVICE	240.00
45782	RUHNKE BROS SINCLAIR	FUEL	40.00
45783	ELIZABETH SALINAS	WINDOW REBATE	103.00
45784	KAREN SCHAAF	TRUSTEE FEES	75.00
45785	SIGN WORKS	SIGN	16.86
45786	SKILLING, DEWEY	COMMUNICATIONS REFUND	50.00
45787	SPENCER MUNICIPAL UTILITIES	SERVICE	5,500.00
45788	STUNDAHL CLEANING	CLEANING SERVICES	900.00
45789	TODD TERHARK	WINDOW REBATE	374.20

45790	US DEPARTMENT OF EDUCATION	LR	163.29
45791	US POSTAL SERVICE (POSTAGE)	POSTAGE	2,000.00
45792	CLINT VANDERWIEL	COMMUNICATIONS REFUND	69.02
45793	VERMEER	SUPPLIES	268.40
45794	JOHN WAGNER	COMMUNICATIONS REFUND	47.94
45795	SELENA WALLSKOG	COMMUNICATIONS REFUND	3.04
45796	WATER CONNECTION	PARTS	209.92
45797	WESCO DISTRIBUTION INC.	SUPPLIES	298.53
45798	CENTURYLINK	SERVICE	56.02
45799	ALGONA CHAM. OF COMMERCE	CHAMBER BUCKS- INFO DINNER	25.00
45800	AVESIS THIRD PARTY ADMIN	SEPT PREMIUMS	1,106.96
45801	LINCOLN LIFE	DEFERRED COMP	5,595.00
45802	PROFESSIONAL COMPUTER SYSTEMS	2016 MAINT. & SUPPORT	27,894.00
8801968	NATIONAL CABLE TELEVISION COOP	SUBS	64,591.97
8801969	NORTHWEST BANK - WIRE TRANS	NEAL 4 CASH REQUIREMENT	389,000.00
8801970	IPERS	IPERS	27,704.91
8801971	TREASURER STATE OF IOWA	STATE INCOME WITHHOLDING	8,206.00
8801972	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	1,181.77
8801973	ADVANTAGE ADMINISTRATORS	FLEX REIMBURSEMENT	2,284.12
8801974	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	499.92
8801975	EFTPS TRANSFER	PAYROLL TAXES	20,843.56
8801976	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,212.18
8801977	EFT - SALES TAX TRANSFER	SALES TAX REMITTANCE	23,772.00
8801978	USAC	MECHANISM CHARGES	1,471.26
8801979	TANTALUS	REGISTRATION FOR CONFERENCE	798.00
8801980	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	181.84
8801981	EFT - SALES TAX TRANSFER	SALES TAX	11,626.00
8801982	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	116.60
8801983	NIMECA	POWER BILLING	177,782.47
8801984	EFTPS TRANSFER	PAYROLL TAXES	20,343.87
8801985	ADVANTAGE ADMINISTRATORS	FLEX REIMBURSEMENT	2,284.12
8801986	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	20.09