

February 10, 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 February 10, 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

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

The consent agenda included adoption of the agenda, approval of the January 13, 2016 regular meeting minutes, and approval of the monthly vouchers. Trustee Murphy moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed the December 2015 Financial Statements.

The General Manager updated the Board on a number of topics including the 15 kV relay upgrades at the AKB Substation, SCADA system upgrades for the water department, rural line rebuild, internet bandwidth, telephone service, water system improvements, legislative updates, capacitor bank project, West Substation project, Kossuth Animal Rescue, clean power plan, Whelan #2, Southwest Power Pool, 2016 avoided cost, emission allowance fund, and NIMECA updates.

The General Manager presented an agreement for professional services with DGR Engineering for 69kV Relay replacements. Trustee Schaaf moved to approve the agreement, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager presented a programming agreement with NBC Universal. Trustee Murphy moved to approve the agreement, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board reviewed Resolution #2016-03, a resolution dissolving the Algona Municipal Utilities Cable Programming committee. Trustee Golwitzer moved to approve the resolution, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager discussed an APPA DEED Grant application in partnership with Iowa State University for advanced customer load modeling with the AMI data. Trustee Schaaf moved to approve the application, seconded by Trustee Golwitzer. Motion carried unanimously.

The next meeting is scheduled for March 2, 2016 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 12:45 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		\$ 109,152.12
45803	ALGONA MUNICIPAL UTILITIE	PROJECT SHARE	228.50
45804	BILSTEN, JOHN	EMPLOYEE MISC	78.38
45805	HEIMAN FIRE EQUIPMENT	DETECTOR	3,348.93
45806	JENNINGS, ROBERT M.	EMPLOYEE MISC	78.00
45807	A & M LAUNDRY	SUPPLIES	38.73
45808	AHLERS & COONEY, P.C.	SERVICE	9,851.80
45809	ALGONA FAMILY YMCA	MAKE A SPLASH DONATION	30,000.00
45810	ALGONA HS VIP'S	HOAGIE SALES	176.00
45811	ALGONA MACHINE & SUPPLY	SERVICE	43.81

45812	ALGONA MUNICIPAL UTILITIES	SERVICE	1,721.42
45813	ALGONA PUBLISHING CO.	ADVERTISING SERVICES	975.22
45814	ALLIANCE CONNECT	PHONE SERVICES	372.82
45815	AL'S REPAIR	SERVICE	99.51
45816	ARNOLD MOTOR SUPPLY	SUPPLIES	90.20
45817	BISSO TECHNOLOGIES	WEB HOSTING & DOMAIN RENEWAL	318.85
45818	BROWN SHOE FIT CO	SUPPLIES	781.18
45819	BUSCHER BROS. IMPLEMENT	SUPPLIES	142.35
45820	BUSCHER'S SERVICE CENTER	FUEL	424.77
45821	CBR PROPERTIES	WINDOW REBATE	835.96
45822	CHROME COUNTRY INN	SERVICES	46.01
45823	CITY OF ALGONA	MAIN STREET PROJECT	7,981.07
45824	COOK'S SCRAP IRON & METAL	MATERIALS	172.14
45825	DIAMOND'S	EMPLOYEE CLOTHING	599.20
45826	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	56.92
45827	ELECTRONIC SPECIALITIES, INC	SERVICE	304.95
45828	ERPELDING EXCAVATING ENT	320 HWY 18 WATER SERVICE	2,031.50
45829	FASTENAL COMPANY	SUPPLIES	103.38
45830	FRIDLEY THEATRE	LIGHTING REBATE - STATE 5 THEATRE	1,731.39
45831	GERHARDT, CHRISTOPHER	WTR HTR REBATE - 2422 RIVER RD	6,515.00
45832	HAWKINS INC.	CHEMICALS	3,417.28
45833	HOTSY EQUIPMENT	SUPPLIES	533.93
45834	HYGIENIC LABORATORY - AR	WATER SAMPLES	94.50
45835	IA DIST.WIND GEN.PROJECT	SHARED COSTS	826.05
45836	IGLASS NETWORKS	NETWORK & CPE MONITORING	500.00
45837	IOWA ASSN OF MUNI UTILITIES	NCISA	846.58
45838	IRBY	SUPPLIES	1,485.50
45839	JOHNSTON AUTOSTORES	SUPPLIES	7.08
45840	KEMCO TIRES, INC.	POWER PLANT TIRES	149.80
45841	KIWANIS CLUB OF ALGONA	DUES & MEALS	84.00
45842	KLGA - FM	ADVERTISING SERVICES	1,114.47
45843	KOSSUTH CONNECTIONS	HOLE SPONSOR	250.00
45844	KOSSUTH CO AG AND MOTORSPORTS	PLEDGE/DONATION	5,000.00
45845	KOSSUTH REG. HEALTH CENTER	SERVICES	50.00
45846	KRIZ-DAVIS CO.	INVENTORY	5,211.01
45847	ANDY/JEAN KUPER	WINDOW REBATE	432.60
45848	LUCIA WALLCE ELEMENTARY	WIND GENERATOR KITS	604.45
45849	MIDAMERICAN ENERGY	SERVICE	142.37
45850	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	331.80
45851	MIDWEST MUNICIPAL TRANSMISSION	MMTG DUES	2,916.50
45852	MOTOR INN OF ALGONA INC	UNIT 8 SERVICE	33.87
45853	VERN NELSON	INSULATION REBATE	144.49
45854	NG-911, INC	DATABASE MANAGEMENT	150.00
45855	NIMECA	TRANSFORMER INSURANCE	332.83
45856	NORTH IA LUMBER	SUPPLIES	26.96
45857	NORTHERN IOWA COMMUNICATIONS	BANDWIDTH	3,709.42
45859	PRO-BUILD	SUPPLIES	426.50
45860	PROFESSIONAL COMPUTER SYSTEMS	STATEMENT PROCESSING	2,324.40
45861	PUBLIC FINANCIAL MANAGEMENT	ADVISORY SERVICE	24,294.18
45862	REEMTSMA, WALTER	WINDOW REBATE	170.04
45863	ROUTER12 NETWORKS LLC	LABOR FOR INTERNET UPGRADE	960.00
45864	SCHUMACHER WATER CARE	SUPPLIES	42.80
45865	SECURITY COVERAGE	SERVICE	39.84
45866	LILA SMITH	WINDOW & INSULATION REBATE	1,067.53
45867	T.P. ANDERSON COMPANY	SERVICE	750.00
45869	THE UPHOLSTERY SHOP	UNIT 12 REPAIR	133.75
45871	THREADS	EMPLOYEE CLOTHING AND LOGOS	1,045.77
45872	TRIBUNE MEDIA SERVICES	WEATHER	85.68
45873	TRUPKE ELECTRIC MOTOR	SUPPLIES	235.94
45874	TULSAT - NEBRASKA	REPAIR	285.75
45875	UNITED STATES TREASURY	42-6006269 FORM 941 4TH QTR 2015	93.00
45876	UNITYPOINT CLINIC-OCC MED AT RIVER	TESTING SERVICES	37.00
45877	US DEPARTMENT OF EDUCATION	LR	165.58
45879	WALLACE WATER COND.	RENTAL	24.61
45880	WSI CORPORATION	WEATHER SERVICES	242.00
45881	ALGONA CHAM. OF COMMERCE	ALGONA BUCKS-INFO DINNER	25.00
45882	BIG 10	SUBS	2,554.32
45883	BILSTEN, JOHN	EMPLOYEE MISC	145.00
45884	FOX SPORTS NET NORTH	SUBS	6,268.36
45885	IN DEMAND	PPV'S	250.00

45886	MG MEDIA S.A.R.L	PPV'S	59.02
45887	BBC AMERICA	SUBS	248.08
45888	NEXSTAR	RETRANSMISSION	3,775.50
45889	PAPPAS TELECASTING OF IOWA	RETRANSMISSION	1,097.20
45890	ROVI	SUBS	1,382.39
45891	SHOWTIME NETWORKS INC	SUBS	384.30
45892	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION	3,713.60
45893	TOWER DISTRIBUTION CO	RETRANSMISSION	3,219.60
46500	ADVANTAGE ADMINISTRATORS	QUARTERLY FLEX FEES	272.40
46501	AFLAC	PREMIUMS	813.72
46502	CARD CENTER	PURCHASES	1,760.03
46503	HY-VEE	PURCHASES	166.85
46504	METLIFE SMALL BUSINESS CENTER	PREMIUMS	2,837.61
46505	PROFESSIONAL COMPUTER SYSTEMS	UTILISMART SERVICE	700.00
46506	WELLMARK HEALTH PLAN	PREMIUMS	27,344.52
46507	DITCH WITCH - IOWA INC	SUPPLIES	763.04
46508	SUSAN SEEBECKER	EMPLOYEE MISC	55.08
46509	VITZTHUM, ROD	EMPLOYEE MISC	531.65
46510	ACCESS SYSTEMS	SPAM FILTERING	141.00
46511	ADVANTAGE ADMINISTRATORS	HRA ADMIN SERVICES	176.40
46512	ALGONA CHAM. OF COMMERCE	ANNUAL DINNER	180.00
46513	ALGONA HIGH SCHOOL AFTER PROM	DONATION	25.00
46514	ALGONA MUNICIPAL UTIL.	MEDICAL SELF INSURANCE FUNDING	446.00
46515	ALGONA MUNICIPAL UTILITIES	UTILITY BILLING	18,361.55
46516	ALGONA PLG. & HTG.	SERVICE AT WATER PLANT	357.72
46517	ALLEN, ELGIN	COMMUNICATIONS REFUND	41.39
46518	ALTEC INDUSTRIES INC.	PARTS	123.50
46519	CRAIG BANWART	ELECTRIC REFUND	5.17
46520	BOMGAARS	SUPPLIES	943.18
46521	BORDER STATES ELECTRIC	MATERIALS	727.12
46522	BROWN SUPPLY COMPANY	INVENTORY	358.00
46523	BUGS N STUFF	SERVICE	78.44
46524	CASEY'S GENERAL STORE	FUEL	709.56
46527	CLASS C SOLUTIONS GROUP	TOOLS	454.10
46528	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	1,550.00
46529	CORN BELT POWER COOP	RELAY AND EQUIPMENT TESTING	10,132.51
46530	DAN-D LASER CARTRIDGES	TONER	42.80
46531	DEX MEDIA EAST	ADVERTISING SERVICES	85.50
46532	DGR ENGINEERING	ELECTRICAL ENGINEERING SERVICES	2,688.50
46533	DUMP IT INC.	DUMPSTER	318.06
46534	ELECTRONIC ENGINEERING	SERVICE	29.85
46535	MARKLEY ENNEN	COMMUNICATIONS REFUND	22.17
46536	TOM FAIRBANKS	COMMUNICATIONS REFUND	13.95
46537	FAREWAY STORES	SUPPLIES	96.44
46538	FASTENAL COMPANY	SUPPLIES	109.94
46539	JAY GEVING	TRUSTEE FEES	75.00
46540	GISCH REPAIRS LLC	UNIT 4	18.73
46541	DAVID GOLWITZER	TRUSTEE FEES	75.00
46542	GRAYBAR ELECTRIC CO INC	SUPPLIES	937.26
46543	HOMETOWN DISTRIBUTING LLC	ICE MELT	160.50
46544	I WIRELESS	CELL SERVICE	3.54
46545	IOWA ASSN OF MUNI UTILITIES	IUB ENERGY EFFICIENCY REPORTING	6,600.00
46546	IOWA DOT	USE TAX /TITLE FOR POLE TRAILER	55.00
46547	IOWA NETWORK SERVICES	SERVICES	10,907.33
46548	IOWA ONE CALL	SERVICE	148.50
46549	IWLA CLAY TARGET ACCOUNT	BRONZE SPONSORSHIP	50.00
46550	JOHN DEERE FINANCIAL	PARTS	23.38
46551	WALTER KRAHENBUHL	TRUSTEE FEES	75.00
46552	KRIZ-DAVIS CO.	INVENTORY	6,522.94
46553	HOWARD LACEY	COMMUNICATIONS REFUND	60.10
46554	LINCOLN LIFE	DEFERRED COMP	4,030.00
46555	LOGAN CONTRACTORS SUPPLY, INC	BATTERY	200.00
46556	JAMES MERTZ	COMMUNICATIONS REFUND	69.93
46557	MIDAMERICAN COMP CORP	BILLING SERVICES	4,522.76
46558	MIDAMERICAN ENERGY	SERVICE	87.80
46559	JULIE MURPHY	TRUSTEE FEES	75.00
46560	NALCO COMPANY	CHEMICAL PUMP	1,405.83
46561	NEU STAR	LNP & SOW	177.30
46562	NIMECA	MATERIALS	8,392.51
46563	NORTHWEST COMM NETWORK	BANDWIDTH	925.50

46564	NYEMASTER GOODE	LEGAL SERVICES	320.00
46565	JAY ORTLOFF	COMMUNICATIONS REFUND	29.02
46566	NICOLE PECK-LAUBE	COMMUNICATIONS REFUND	41.17
46567	PHILS AUTO & TRUCK REPAIR II	SERVICE UNIT 9	138.02
46568	PITNEY-BOWES INC.	RENTAL CHARGES	764.55
46569	DOROTHY PRUITT	COMMUNICATIONS REFUND	42.49
46570	BLAINE RICHARDSON	COMMUNICATIONS REFUND	99.58
46571	REG/ROLEENE ROBERTS	COMMUNICATIONS REFUND	115.70
46572	KAREN SCHAAF	TRUSTEE FEES	75.00
46573	LAURA SIRES	COMMUNICATIONS REFUND	28.87
46574	DAVID A SMITH	COMMUNICATIONS REFUND	8.99
46575	SPENCER MUNICIPAL UTILITIES	SERVICES	5,510.49
46576	STUNDAHL CLEANING	CLEANING SERVICES	900.00
46577	TEREX SERVICES	BACKYARD TRENCHER	7,319.78
46578	STEVE TURNER	COMMUNICATIONS REFUND	37.29
46579	US DEPARTMENT OF EDUCATION	LR	165.58
46580	WALLACE WATER COND.	RENTAL	24.61
46581	DEBRA WARNER	COMMUNICATIONS REFUND	50.16
46582	JAMES WINTER	COMMUNICATIONS REFUND	23.10
46583	WSI CORPORATION	WEATHER SERVICES	242.00
46584	ZEE MEDICAL SERVICE CO.	SUPPLIES	269.40
46585	CENTURYLINK	LONG DISTANCE CHARGES	112.54
46586	CENTURYLINK	LOCAL INTERCONNECTION SERVICES	335.77
8801987	NORTHWEST BANK - WIRE TRANS	NEAL 4 CASH REQUIREMENT	299,000.00
8801988	TANTALUS	REPAIR FTTH ETHERNET MODULE	600.00
8801989	USAC	MECHANISM CHARGES	1,471.26
8801990	NATIONAL CABLE TELEVISION COOP	REMOTES	870.61
8801991	NATIONAL CABLE TELEVISION COOP	SUBS	64,033.80
8801992	EFTPS TRANSFER	PAYROLL TAXES	22,385.61
8801993	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,219.32
8801994	TREASURER, STATE OF IOWA	USE TAX	1,461.00
8801995	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	302.17
8801996	IPERS	IPERS WITHHOLDING	38,062.17
8801997	EFT - SALES TAX TRANSFER	SALES TAX	25,475.00
8801998	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	181.84
8801999	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	633.76
8802000	EFT - SALES TAX TRANSFER	SALES TAX	12,083.00
8802001	TREASURER STATE OF IOWA	INCOME TAX WITHHOLDING	11,790.00
8802002	ADVANTAGE ADMINISTRATORS	FLEX REIMBURSEMENT	2,018.59
8802003	EFTPS TRANSFER	PAYROLL TAXES	20,847.24
8802004	ADVANTAGE ADMINISTRATORS	HRA REIMBURSEMENT	404.02