

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

Present: Jay Geving, Chairperson; Trustees – Walter Krahenbuhl, David Golwitzer, Julie Murphy

Absent: Karen Schaaf

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 March 22, 2016 regular meeting minutes, and approval of the monthly vouchers. Trustee Krahenbuhl moved to approve the consent agenda, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board reviewed the January and February 2016 Financial Statements. Trustee Golwitzer moved to approve the financial statements and place them on file, seconded by Trustee Krahenbuhl. Motion carried unanimously.

The General Manager updated the Board on a number of topics including Southwest Power Pool, Algona power plant generation, AMU/Skylink partnership, Kossuth Animal Rescue, construction season, rural line rebuild, and AKB substation upgrades.

The Board reviewed Resolution #2016-07, a resolution amending the Power Cost Adjustment. Trustee Golwitzer moved to approve the resolution, seconded by Trustee Murphy. Motion carried unanimously.

The General Manager presented a temporary utility easement with Spray Seal, Inc. Trustee Krahenbuhl moved to authorize the General Manager to sign the easement, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board reviewed an Electric and Water service agreement with Yohn Company. Trustee Golwitzer moved to authorize the General Manager to sign the agreement, seconded by Trustee Murphy. Motion carried unanimously.

The Board discussed the Water Plant Detention Tank Backwash piping project. Trustee Krahenbuhl moved to approve the design cost and proposal from Erpelding Excavating Enterprise, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager discussed a pay increase for Nolyn Elliot for passing the first year of the Apprenticeship program and the hiring of Devon Degen as summer help in the Power plant and Water Departments. Trustee Krahenbuhl moved to approve the change and hiring, seconded by Trustee Murphy. Motion carried unanimously.

The Board reviewed a recommendation to change the AMU Revolving Loan fund maximum distribution and increase the minimum funding from other sources. Trustee Murphy moved to approve the changes, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager discussed the operating procedures for compliance with Customer Proprietary Network Information (CPNI) rules. Trustee Krahenbuhl moved to approve the procedures, seconded by Trustee Golwitzer. Motion carried unanimously.

The next meeting is scheduled for May 4, 2016 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 12:30 P.M.

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

Attest:  
/s/ Brien Rindone  
Brien Rindone, Secretary

The following Vouchers were approved:

	PAYROLL		\$109,065.81
46864	AVESIS THIRD PARTY ADMIN	PREMIUMS	582.86
46865	CARD CENTER	PURCHASES	4,346.70
46866	HY-VEE	SUPPLIES	171.01
46867	METLIFE SMALL BUSINESS CENTER	PREMIUMS	2,739.89

46868	WELLMARK HEALTH PLAN	PREMIUMS	27,275.72
46869	ALGONA CHAM. OF COMMERCE	ALGONA BUCKS - WELLNESS	125.00
46870	BORDER STATES ELECTRIC	MATERIALS	348.51
46871	IOWA DEPT OF NATURAL RESOURCES	CONSTRUCTION PERMIT	100.00
46872	LINCOLN LIFE	DEFERRED COMP	4,430.00
46873	US DEPARTMENT OF EDUCATION	LR	165.58
46874	ACCESS SYSTEMS	SPAM FILTERING SERVICE	165.11
46875	ADVANTAGE ADMINISTRATORS	SERVICE	176.40
46876	ALGONA MUNICIPAL UTIL.	EMPLOYEE MEDICAL SELF INSURANCE	446.00
46877	ALGONA PUBLISHING CO.	SUBSCRIPTION RENEWAL	55.00
46878	AMERICAN MARINE INC.	COMMUNICATIONS REFUND	17.31
46879	AMERICAN REGISTRY FOR INTERNET	ANNUAL RENEWAL IPV4	1,000.00
46880	BOMGAARS	SUPPLIES	604.39
46881	BOY SCOUTS OF AMERICA	DONATION TWIN LAKES DISTRICT	200.00
46884	CENTURYLINK	SERVICE	1.95
46885	THOMAS CHUDOBA	REFUND	34.50
46886	CLASS C SOLUTIONS GROUP	SUPPLIES	42.10
46887	CRESCENT ELECTRIC SUPPLY	BULBS	420.81
46888	DAN-D LASER CARTRIDGES	SUPPLIES	42.80
46889	DEX MEDIA EAST	ADVERTISING	85.50
46890	DGR ENGINEERING	ENGINEERING SERVICE	15,494.98
46891	KEN/JOYCE DURANT	COMMUNICATIONS REFUND	25.93
46892	ELECTRONIC ENGINEERING	SERVICE	29.85
46893	FIRST UNITED METHODIST CHURCH	LIGHTING REBATE	1,536.00
46894	FOERTSCH P & H	CENTRAL AC MILLER	25.00
46895	JIM/DEB GAGE	COMMUNICATIONS REFUND	139.60
46896	JAY GEVING	TRUSTEE FEE	75.00
46897	DAVID GOLWITZER	TRUSTEE FEE	75.00
46898	GRAYBAR ELECTRIC CO INC	SUPPLIES	201.67
46899	HAGGARD-TWOGOOD TRUST	CREATE ALGONA DONATION	2,500.00
46900	JORDAN HASSING	COMMUNICATIONS REFUND	16.03
46901	HAWKINS INC.	CHEMICALS	4,642.35
46902	ADAM HESLINGA	COMMUNICATIONS REFUND	35.96
46903	NHUNG HOANG	COMMUNICATIONS REFUND	48.29
46904	BETTY HOLTZ	WASHER REBATE	100.00
46905	I WIRELESS	SERVICE	3.54
46906	I&S GROUP, INC	HWY 18 E WATER MAIN	908.00
46907	IA DEPT OF REVENUE	STATEWIDE PROPERTY TAX	391.73
46908	IOWA ASSN OF MUNI UTILITIES	E-PAY LOAN PROGRAM	7,085.00
46909	JOHN DEERE FINANCIAL	PARTS	83.46
46910	NOAH KIGER	COMMUNICATIONS REFUND	18.25
46911	KOSSUTH ANIMAL RESCUE	COMMUNICATIONS REFUND	41.48
46912	KOSS CO CONCERT ASSOC	DONATION	350.00
46913	WALTER KRAHENBUHL	TRUSTEE FEE	75.00
46914	KRIZ-DAVIS CO.	RETURNED BOLTS	894.69
46915	MIDAMERICAN COMP CORP	BILL PROCESSING	4,540.41
46916	MIDAMERICAN ENERGY	NATURAL GAS SERVICE	74.59
46917	LYNN MILLER	CENTRAL AC REBATE	350.00
46918	HEATHER MILLER	COMMUNICATIONS REFUND	20.30
46919	JULIE MURPHY	TRUSTEE FEE	75.00
46920	NALCO COMPANY	CHEMICALS	99.53
46921	NEU STAR	SOW AND LNP	282.64
46922	NORTH IOWA MECHANICAL	WATER PLANT FILTER	34.25
46923	NORTHWEST COMM NETWORK	BANDWIDTH	925.50
46924	BILL/JESSICA PARCEL	COMMUNICATIONS REFUND	126.82
46925	PITNEY-BOWES INC.	RENTAL CHARGES	863.28
46926	PIZZA RANCH	LIGHTING REBATE	237.56
46927	POWER & TELEPHONE SUPPLY	MATERIALS	2,242.32
46928	REDING GRAVEL & EXC.	OAK LAKE FARM LINE	294.11
46929	ROUTER12 NETWORKS LLC	SERVICE	1,260.00
46930	KAREN SCHAAF	TRUSTEE FEE	75.00
46931	SCHUMACHER WELL DRILLING	WTR PLANT EYE WASH STATION	192.00
46932	SECURITY COVERAGE	SECUREIT SERVICE	48.00
46933	SHOWTIME NETWORKS INC	SUBS	362.34
46934	SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCHING	5,500.00
46935	STUNDAHL CLEANING	CLEANING SERVICE	900.00
46936	TEAMWORK TECH	SCADA SOFTWARE UPGRADE	23,069.90
46937	MARY ANN THOMPSON	COMMUNICATIONS REFUND	104.18
46938	THREADS	LOGO EMBROIDERY	48.15
46939	TULSAT - NEBRASKA	SERVICE	492.00

46940	US POSTAL SERVICE (POSTAGE)	POSTAGE	2,000.00
46941	AUSTIN VAUGHT	COMMUNICATIONS REFUND	9.99
46942	BRETT VENTEICHER	WINDOW REBATE	30.88
46943	WALLACE WATER COND.	RENTAL	24.61
46944	WSI CORPORATION	RADAR SERVICES	242.00
46945	MIKE ZITTRITSCH	WASHER REBATE	100.00
46946	ALGONA MUNICIPAL UTILITIES	SERVICES	17,639.07
46947	CENTURYLINK	LONG DISTANCE	112.54
46948	CENTURYLINK	INTERCONNECTION CHARGES	335.96
46949	STEPHANIE FORTUNE	EMPLOYEE MISC	132.84
46950	RFD TV	SUBS	156.45
46951	ROETHLER, LOWELL	EMPLOYEE MISC	135.00
46952	CITY OF ALGONA	PILOT	513,518.70
46953	IOWA SECTION- AWWA	CONFERENCE REGISTRATION	380.00
8800054	I WIRELESS	SERVICES	253.65
8800055	ADVANTAGE ADMINISTRATORS	HRA	226.27
8800056	NATIONAL CABLE TELEVISION COOP	EQUIPMENT	1,895.88
8800057	EFTPS TRANSFER	PAYROLL TAXES	20,893.72
8800058	ADVANTAGE ADMINISTRATORS	FLEX REIMBURSEMENT	2,018.59
8800059	IPERS	IPOERS WITHHOLDING	25,367.53
8800060	ADVANTAGE ADMINISTRATORS	HRA	512.56
8800061	NIMECA	POWER BILLING	201,676.65
8800062	TANTALUS	ANNUAL MAINTENANCE SERVICES	17,159.08
8800063	I WIRELESS	SERVICES	397.55
8800064	MIDAMERICAN ENERGY	NEAL 4 CASH REQUIREMENT	240,000.00
8800065	I WIRELESS	SERVICES	421.48
8800066	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
8800067	IOWA STATE BANK	COMM LOAN PAYMENT	18,723.17