

April 25, 2017
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 via conference call in the office of the Algona Municipal Utilities at 104 W. Call Street, Algona, Iowa on April 25, 2017 at 9:00 A.M.

Present: Jay Geving, Chairperson – in Person; Trustees – Dave Golwitzer, Julie Murphy, Karen Schaaf – via phone

Absent: Walter Krahenbuhl

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

Chairperson Geving called the meeting to order at 9:00 A.M.

The consent agenda included roll call and adoption of the agenda. Trustee Golwitzer moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

The Board discussed the Officer's Certificate for authorization of the sale of assets of Algona Municipal Utilities/Skylink. Trustee Murphy moved to authorize the secretary to sign the certificate, seconded by Trustee Golwitzer. Motion carried unanimously.

The next meeting is scheduled for May 11, 2017 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 9:05 A.M.

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

Attest:
/s/ Brien Rindone
Brien Rindone, Secretary

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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 May 11, 2017 at 11:00 A.M.

Present: Jay Geving, Chairperson; Trustees – Dave Golwitzer, Julie Murphy, Karen Schaaf, Walter Krahenbuhl

Absent: None

Also Present: John Bilsten, General Manager; Brien Rindone, Secretary – Chief Financial Officer; Scott Buchanan, General Counsel; Brooke Sudol, Sudol Tax & Accounting

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

The consent agenda included adoption of the agenda, approval of the April 12, 2017 and April 25, 2017 regular meeting minutes, and approval of the monthly vouchers. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Murphy. Motion carried unanimously.

The Board reviewed the January 2017 Financial Statements. Trustee Krahenbuhl 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 new boring machine, CFU IP video, transport options, NCN/NICP group, SMART conference, IAMWind, NextEra PPA, bilingual apps, severance agreement, IDWGP, monthly customer stats, and LED lighting.

The Board reviewed Resolution #2017-05, a resolution establishing water tapping fees. Trustee Krahenbuhl moved to approve the resolution, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager presented a letter of conditions for the Rural Economic Development loan. Trustee Schaaf moved to authorize the General Manager and Chief Financial Officer to sign USDA documents, seconded by Trustee Murphy. Motion carried unanimously.

The next meeting is scheduled for June 7, 2017 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 12:15 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		\$107,299.45
49216	DEGEN, ERIC	EMPLOYEE MISC	18.26
49217	US DEPARTMENT OF EDUCATION	LR	169.47
49218	ACCESS SYSTEMS	ANNUAL SONIC WALL LICENSE	516.09
49219	A & M LAUNDRY	SERVICES	38.73
49220	AHS YEARBOOK	YEARBOOK ADS	85.00
49221	AIR FILTER SALES & SERVICE	SERVICES	59.94
49222	ALGONA CHAM. OF COMMERCE	WOMENS NETWORKING	410.00
49223	ALGONA PLUMBING & HEATING	THREADS	50.00
49224	ALGONA PUBLISHING CO.	ADVERTISING	1,399.42
49225	ALGONA PUBLISHING COMPANY	DONATION OF PAPERS	125.00
49226	AMU-SKYLINK. L.C.	CASH RECEIVED	335.52
49227	AUREON NETWORK SERVICES	NETWORK SERVICES	11,643.39
49228	BORDER STATES ELECTRIC	MATERIAL	3,771.60
49229	BRIAN'S WELDING	REPAIR SERVICES	415.52
49230	BROWN SUPPLY COMPANY	INVENTORY	2,275.40
49231	BUILDERS FIRST SOURCE	CONCRETE MIX	50.18
49232	CE POWER ENGINEERED, LLC	69KV RELAY PROJECT	41,900.60
49233	CENTRAL IOWA DISTRIBUTING	SUPPLIES	228.85
49234	CHROME COUNTRY INN	SERVICES	75.49
49235	CITY OF ALGONA	UPS	378.29
49236	CONFLUENT	SUPPLIES	1,748.45
49237	COOK'S SCRAP IRON & METAL	MATERIALS	42.79
49238	DAN-D LASER CARTRIDGES	SERVICES	208.65
49239	DUMP IT INC.	DUMPSTER	327.96
49240	EISCHEN SALES INC	CASE	50.00
49241	ELECTRICAL MATERIALS CO.	PARTS	535.41
49242	JASON FETT	WASHER REBATE	100.00
49243	FOUNDERS' DAY	FOUNDERS' DAY SPONSOR	500.00
49244	HALL'S SAFETY EQPT.	EQUIPMENT	51.00
49245	HCP SPLICING SERVICES	FIBER SPLICING SERVICES	4,332.43
49246	IA DIST.WIND GEN.PROJECT	MARCH 2017 SHARED COST	942.04
49247	IGLASS NETWORKS	MONITORING	500.00
49248	INFO DOG SECURITY, LLC	SHREDDING SERVICES	116.05
49249	IOWA ONE CALL	SERVICES	36.90
49250	IRBY	INVENTORY	1,085.09
49251	K & H COOP OIL CO.	GAS	1,637.83
49252	KEMNA AUTO CENTERS	REPAIR UNIT 1	479.20
49253	KLGA - FM	RADIO SPOTS	759.00
49254	KOSS CO EXTENSION OFFICE	AWARD SPONSORSHIP	25.00
49255	KOSSUTH CO CONCERT ASSOC	THE PATRON PROGRAM SPONSOR	350.00
49256	LARSEN ELECTRIC MOTOR SERVICE	370 VOLT RUN CAP	12.07
49257	LIQUID ENGINEERING CORPORATION	DIVE ASSESSMENT	3,250.00
49258	MARTIN'S FLAG CO., INC.	FLAG	126.60
49259	MIDAMERICAN ENERGY	GAS CHARGES	153.79
49260	MIDAMERICAN ENERGY CO.	SERVICES	338.07
49261	NG-911, INC	DATABASE MANAGEMENT	150.00
49262	NIMECA	NERC ASSESSMENT FEE	772.69
49263	NORTHERN IOWA COMMUNICATIONS	BANDWIDTH	9,333.01
49264	NORTHLAND CONSTRUCTION	CONCRETE SERVICES	1,339.69
49265	PITNEY-BOWES INC.	SERVICES	764.55
49266	POWER & TELEPHONE SUPPLY	GPON OLT 8 PORT GEN 2	19,249.95
49267	PROFESSIONAL COMPUTER SYSTEMS	STATEMENT FORMS PROCESSING	3,339.89
49268	ROUTER12 NETWORKS LLC	EQUIPMENT	700.00
49269	SBEMCO	WATER PLANT	64.00
49270	SECURITY COVERAGE	SECUREIT PLUS	41.75
49271	SWIFT AIR	AIR CONTROL	2,291.98
49272	THREADS	CENTRAL AIR CONDITIONER	700.00
49273	TRIBUNE MEDIA SERVICES	WEATHER	88.25
49274	TULSAT - NEBRASKA	REPAIRED EQUIPMENT	789.50
49275	WESCO DISTRIBUTION INC.	MATERIAL	45,945.29
49276	CITY OF ALGONA	CITY TRANSFER	512,105.01
49277	ORLAND STEIL	CREDIT FOR ACH	642.00
49278	AFLAC	PREMIUMS	642.10
49279	AVESIS THIRD PARTY ADMIN	PREMIUMS	617.84

49280	BIG 10	SUBS	2,562.25
49281	CARD CENTER	PURCHASES	1,513.58
49282	FAREWAY STORES	SUPPLIES	117.24
49283	FOX SPORTS NET NORTH	SUBS	6,828.05
49284	HEARST TELEVISION	KCCI/MYNET-4TH Q 2016/1ST Q 2017	30,000.00
49285	HY-VEE	SUPPLIES	116.43
49286	LINCOLN LIFE	DEFERRED COMP	4,448.00
49287	METLIFE SMALL BUSINESS CENTER	MAY PREMIUMS	2,740.70
49288	NCK SOFTWARE AND SUPPORT	SCADA SERVICES	7,431.15
49289	NEXSTAR	RETRANSMISSION	5,928.75
49290	PMC ADVANTAGE SERVICES, INC	INSURANCE POLICIES	183,545.00
49291	JEREMY PROTHMAN	EMPLOYEE MISC	126.40
49292	JEREMY PROTHMAN	EMPLOYEE MISC	999.96
49293	ROVI	SUBS	1,352.10
49294	SHOWTIME NETWORKS INC	SUBS	311.74
49295	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION	4,018.80
49296	SKILLPATH SEMINARS	EXCEL WORKSHOP	447.00
49297	TOWER DISTRIBUTION CO	SUBS	3,543.71
49298	US DEPARTMENT OF EDUCATION	LR	169.47
49299	WELLMARK HEALTH PLAN	PREMIUMS	27,079.95
49300	WSI CORPORATION	WEATHER SERVICES	266.20
49301	ALGONA CHAM. OF COMMERCE	WELLNESS REWARDS	25.00
49302	ALGONA PLG. & HTG.	BARD CONDENSER COILS	3,851.04
49303	BILSTEN, JOHN	ROTARY DUES	137.50
49304	VILETA, HEATH	EMPLOYEE MISC	140.00
49305	ACCESS SYSTEMS	SPAM FILTERING	1,568.76
49306	ADGORILLA	TECH SUPPORT/AD INSERTION	1,200.00
49307	ADV UNDERGROUND SPECIALTIES	CONDUIT BORE	1,950.00
49308	ALGONA MUNICIPAL UTIL.	EMP MEDICAL SELF INS	446.00
49309	ALGONA MUNICIPAL UTILITIE	MATCHING 1ST QUARTER 2017	438.50
49310	ALGONA MUNICIPAL UTILITIES	SERVICES	14,670.18
49311	ALGONA PLG. & HTG.	HVAC SERVICES	1,163.59
49312	ALGONA PONY LEAGUE	ADVERTISING	150.00
49313	ALLSTATE TOWER, INC	TOWER INSPECTION	1,750.00
49314	AMERICAN WATER WORKS ASSOC	MEMBERSHIP DUES	360.00
49315	AMU-SKYLINK. L.C.	PHONES/COMMISSIONS	1,010.75
49316	STEVEN M BAILEY	ELECTRIC REFUND	3.63
49317	BEVERLY BEAUMIER	CUSTOMER REFUND	78.26
49318	BENJAMIN/JOANNE BODE	HEAT PUMP	3,450.00
49319	BOMGAARS	SUPPLIES	343.19
49320	BORDER STATES ELECTRIC	STRAPS	7,548.05
49321	BROWN SUPPLY COMPANY	SERVICE SADDLE	561.61
49322	BUGS N STUFF	PEST CONTROL	83.46
49323	CE POWER ENGINEERED, LLC	TRANSMITTER	35,887.04
49324	CENTRAL IOWA DISTRIBUTING	SUPPLIES	110.60
49325	CENTURYLINK	PHONE SERVICE	122.00
49326	CENTURYLINK	FACILITY ACCESS SERVICE	305.43
49327	CENTURYLINK	LMC	2.42
49328	CITY OF ALGONA	SMART CONFERENCE	50.00
49329	CONFLUENT	REPAIR OF EQUIPMENT	7.94
49330	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	1,650.00
49331	CRESCENT ELECTRIC SUPPLY	BEAM CLAMP	288.03
49332	DGR ENGINEERING	69kV CONTROL PANEL	32,095.43
49333	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	544.23
49334	ELECTRONIC ENGINEERING	PAGING SERVICES	29.85
49335	ELECTRONIC SPECIALITIES, INC	UHF BASE RADIO	238.02
49336	ERPELDING EXCAVATING ENT	SERVICE REPAIR - N MCCOY	3,881.00
49337	FASTENAL COMPANY	FILTER	165.35
49338	JAY GEVING	TRUSTEE FEES	75.00
49339	DAVID GOLWITZER	TRUSTEE FEES	75.00
49340	GRAYBAR ELECTRIC CO INC	MATERIALS	532.23
49341	EDNA HANSELMAN	CUSTOMER REFUND	19.41
49342	OLIVIA HUNTLEY	SPANISH TRANSLATION	165.00
49343	I&S GROUP, INC	WATER MAIN - RIDGLEY STREET	29.25
49344	IOWA ASSN OF MUNI UTILITIES	E-PAY LOAN PAYMENT	8,925.00
49345	IOWA STATE UNIVERSITY	DEED LOAD DURATION GRANT	4,693.95
49346	IRBY	WIRE	7,580.00
49347	KOSSUTH ANIMAL RESCUE	FUN RUN - ADVERTISEMENT	100.00

49348	KOSSUTH REG. HEALTH CENTER	WELLNESS SCREENING	4,653.00
49349	WALTER KRAHENBUHL	TRUSTEE FEES	75.00
49350	KRIZ-DAVIS CO.	METER SOCKETS	6,939.33
49351	MECHANICAL COMFORT, INC	LENNOX SPLIT SYSTEM	10,550.00
49352	MIDAMERICAN COMP CORP	POSTAGE	4,490.36
49353	MIDAMERICAN ENERGY	SERVICE	73.94
49354	MIDAMERICAN ENERGY	HOMECHECK AUDITS	316.80
49355	MORTS PLUMBING AND HEATING	BODE	75.00
49356	MURPHY, PATRICK	APPLIANCE REBATE	100.00
49357	JULIE MURPHY	TRUSTEE FEES	75.00
49358	KATHY NELSON	METER CONVERSION REBATE	75.00
49359	NEU STAR	SOW LNP	250.44
49360	NIMECA	ATTACH H - MCR	8,295.00
49361	NORDMAN, JOHN	WINDOW REBATE	324.79
49362	KURT NORLAND	CUSTOMER REFUND	47.94
49363	NORTH IA LUMBER	SUPPLIES	221.33
49364	NORTH IOWA COMM. ACTION	ELECTRIC REFUND - FOX	139.46
49365	NORTHWEST COMM NETWORK	BANDWIDTH	1,908.00
49366	DALE PEDERSEN	CUSTOMER REFUND	111.70
49367	PETTY CASH	PETTY CASH	106.86
49368	POWER & TELEPHONE SUPPLY	BRACKETS	830.03
49369	POWER LINE SUPPLY	CONDUIT	2,403.41
49370	RESCO	ARRESTORS	698.50
49371	ROUTER12 NETWORKS LLC	INTERNET UPGRADE SERVICES	700.00
49372	KAREN SCHAAF	TRUSTEE FEE	75.00
49373	JEFFREY SCHMIT	CUSTOMER REFUND	39.95
49374	KEITH SCHRAUTH	WINDOW REBATE	313.54
49375	SCHUMACHER WELL DRILLING	SERVICE CALL	194.95
49376	LAURA L SEELEY	CUSTOMER REFUND	105.17
49377	SPENCER MUNICIPAL UTILITIES	SWITCHING SERVICES	5,500.00
49378	STUNDAHL CLEANING	CLEANING	900.00
49379	SWIFT AIR	MOTOR BLOWER	1,056.84
49380	US POSTAL SERVICE (POSTAGE)	POSTAGE METER	2,000.00
49381	USAC	MECHANISM CHARGES	1,489.34
49382	VOIGT, KATHRYN	CUSTOMER REFUND	23.26
49383	MAURICE WEISBROD	CUSTOMER REFUND	22.61
49384	JANELLE D WITTENBERG	ELECTRIC REFUND	266.73
49385	BORDER STATES ELECTRIC	MATERIALS	27.40
49386	DUANE ERPELDING	CREDIT FOR WATER OVERBILLING	747.11
49387	JENNINGS, ROBERT M.	CCR WORKSHOP MILEAGE	139.27
49388	LISA RONGVED	EMPLOYEE MISC	112.35
49389	US DEPARTMENT OF EDUCATION	LR	169.47
8802108	I WIRELESS	SERVICES	156.73
8802109	MIDAMERICAN ENERGY	NEAL 4 CASH REQUIREMENT	140,000.00
8802110	TREASURER STATE OF IOWA	STATE INCOME TAX	7,438.00
8802111	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,170.10
8802112	EFTPS TRANSFER	PAYROLL TAXES	19,962.12
8802113	TREASURER, STATE OF IOWA	USE TAX	2,988.00
8802114	USAC	MECHANISM CHARGES	1,456.07
8802115	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	190.75
8802116	I WIRELESS	SERVICES	353.78
8802117	NATIONAL CABLE TELEVISION COOP	SUBS	69,008.55
8802118	I WIRELESS	SERVICES	17.10
8802119	NATIONAL CABLE TELEVISION COOP	EQUIPMENT	221.40
8802120	I WIRELESS	SERVICE	17.10
8802121	EFT - SALES TAX TRANSFER	SALES TAX	11,713.00
8802122	EFT - SALES TAX TRANSFER	SALES TAX	24,015.00
8802123	EFTPS TRANSFER	PAYROLL TAXES	20,258.85
8802124	I WIRELESS	SERVICE	237.43
8802125	TREASURER STATE OF IOWA	STATE INCOME TAX	7,428.00
8802126	IOWA STATE BANK	COMM LOAN PAYMENT	18,723.17
8802127	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
8802128	NIMECA	POWER BILLING	368,253.80