

May 26, 2017
Algona, Iowa

Minutes of Proceedings
Of the
Algona Municipal Utilities' Board of Trustees

A special meeting of the Board of Trustees of the Algona Municipal Utilities was held via conference call in the offices of Algona Municipal Utilities at 104 W. Call Street, Algona, Iowa on May 26, 2017 at 8:00 A.M.

Present via phone: Jay Geving, Chairperson; Trustees – Julie Murphy, Karen Schaaf

Absent: Walter Krahenbuhl, David Golwitzer

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

Chairperson Geving called the meeting to order at 8:00 A.M.

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

The Board reviewed the proposed agreement with Mr. Young. Trustee Murphy moved to approve the agreement, seconded by Trustee Schaaf. 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 8:15 A.M.

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

Attest:

/s/ Brien Rindone
Brien Rindone, Secretary

June 7, 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 in the office of the Algona Municipal Utilities at 104 W. Call Street, Algona, Iowa on June 7, 2017 at 11:00 A.M.

Present: Jay Geving, Chairperson; Trustees – Dave Golwitzer, Julie Murphy, Karen Schaaf, Don Heupel

Absent: None

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 May 11, 2017 and May 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 Oath of Office was taken by Don Heupel.

The Board discussed the election of officers. Trustee Golwitzer moved to appoint Trustee Geving as Chairperson and Trustee Murphy as Chairperson Pro Tem effective immediately, seconded by Trustees Schaaf. Motion carried unanimously.

The Board reviewed the February 2017 Financial Statements. Trustee Golwitzer moved to approve the financial statements and place them on file, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager updated the Board on a number of topics including issues with Units #6 and #7 at the power plant, Thul Land Company, additional HD channels, water tower bird control, tiling at the AKB substation, Oak Street infrastructure, Garrigan advertising, USDA loan with KOFAB, AMU/Skylink audit, IAMWind audit, IAMWind distribution, IP Video options, and LED lighting.

The Board reviewed a Resolution for Walter Krahenbuhl's retirement after serving on the Board of Trustees for 12 years. Trustee Golwitzer moved to approve the resolution, seconded by Trustee Murphy. Motion carried unanimously.

The Board set the date and time for a Public Hearing on the \$1,000,000 subordinate Electric Revenue Capital Loan notes, Series 2017. Trustee Schaaf moved to set the date and time as June 27, 2017 at 11:00 AM, seconded by Trustee Heupel. Motion carried unanimously.

The General Manager presented Change Order #1 for the 15kV Switchgear Relay upgrade project from Harold K Scholz Co. Trustee Golwitzer moved to approve the change order, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager presented Change Order #2 for the 15kV Switchgear Relay upgrade project from Harold K Scholz Co. Trustee Murphy moved to approve the change order, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager presented Pay Request #2 for the 15kV Switchgear Relay upgrade project from Harold K Scholz Co. Trustee Golwitzer moved to approve the final pay request, seconded by Trustee Schaaf. Motion carried unanimously.

The Board discussed the wind farm operating agreement. Trustee Golwitzer moved to authorize the General Manager to sign the agreement contingent on final legal approval, seconded by Trustee Murphy. Motion carried unanimously.

The next meeting is scheduled for June 27, 2017 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 12:00 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		\$124,135.82
49390	K & H COOP OIL CO.	FUEL	649.37
49391	SKYLINK, LC	TOWER RENTAL REFUND	316.00
49392	WEX	FUEL	654.88
49393	KOSS CO AG AND MOTORSPORTS	CAPITAL CAMPAIGN PLEDGE	5,000.00
49394	A & M LAUNDRY	SUPPLIES	38.73
49395	AFLAC	PREMIUMS	642.10
49396	ALGONA MUNICIPAL UTILITIES	SERVICES	1,674.29
49397	ALGONA PLG. & HTG.	SERVICES	182.58
49398	ALGONA PUBLISHING CO.	ADVERTISING	1,263.61
49399	AL'S REPAIR	SERVICE	69.02
49400	ARNOLD MOTOR SUPPLY	SUPPLIES	191.91
49401	AUREON NETWORK SERVICES	NETWORK SERVICES	11,733.33
49403	BIG 10	SUBS	2,571.50
49404	BOY SCOUTS OF AMERICA	CONTRIBUTION	200.00
49405	BROWN SHOE FIT CO	SHOES	1,381.62
49406	BROWN SUPPLY COMPANY	CLAMPS	348.78
49407	BUSCHER BROS. IMPLEMENT	PARTS	80.93
49408	BUSCHER'S SERVICE CENTER	GAS	135.27
49409	CENTRAL IOWA DISTRIBUTING	SUPPLIES	129.40
49410	CENTURYLINK	TELEPHONE SERVICE	15.54
49411	CHROME COUNTRY INN	LUNCH	79.02
49412	CINTAS CORPORATION #754	MEDICAL SUPPLIES	179.85
49413	BRENT CLEGG	WASHING MACHINE REBATE	100.00
49414	COOK'S SCRAP IRON & METAL	MATERIALS	37.45
49415	CRESCENT ELECTRIC SUPPLY	BATTERY	83.01
49416	DAN-D LASER CARTRIDGES	SUPPLIES	304.95
49417	DEGEN EXTINGUISHER & REPAIR	ANNUAL INSPECTION	495.95
49418	DIEBOLD	SUPPLIES	29.93
49419	RON DITSWORTH	APPLIANCE REBATE - AC	200.00
49420	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	73.98
49421	DUMP IT INC.	DUMPSTER	327.96
49422	EMAGINE, LLC	WEBSITE SERVICES	56.25
49423	FASTENAL COMPANY	WATER TOWER	334.14
49424	FOX SPORTS NET NORTH	SUBS	6,852.70
49425	GRAYBAR ELECTRIC CO INC	ELECTRONICS	258.52
49426	HAWKINS INC.	SUPPLIES	4,105.34
49427	HYGIENIC LABORATORY - AR	TESTING SERVICES	271.00
49428	I WIRELESS	CELL SERVICE	3.54
49429	IA DIST.WIND GEN.PROJECT	SHARED COSTS	228.37
49430	IGLASS NETWORKS	NETWORK MONITORING	500.00
49431	IOWA ASSN OF MUNI UTILITIES	BROADBAND CONFERENCE	330.00
49432	IOWA ONE CALL	SERVICE	300.00
49433	IOWA STATE UNIVERSITY	LOAD GRANT STUDY	1,564.65
49434	IRBY	WIRE	1,480.49
49435	JCL SOLUTIONS	GLAZR	1,268.02
49436	JOHNSTON AUTOSTORES	PARTS	312.15
49437	KEMCO TIRES, INC.	TIRE REPAIR	48.00
49438	KEMNA AUTO CENTERS	PARTS	32.62
49439	KLGA - FM	ADVERTISING	950.00
49440	KOSSUTH COUNTY ADVANCE	NEWSPAPERS	100.00
49441	KRIZ-DAVIS CO.	WAKEFOREST HI-SCORE	26,251.75
49442	MECHANICAL COMFORT, INC	AC SERVICES	597.07
49443	MIDAMERICAN ENERGY	SERVICE	43.83

49444	MIDAMERICAN ENERGY CO.	SERVICE	358.59
49446	NEXSTAR	SUBS/RETRANSMISSION	5,958.75
49447	NG-911, INC	DATABASE MANAGEMENT 4-17	150.00
49448	NORTH IA LUMBER	SUPPLIES	69.87
49449	NORTH IOWA MECHANICAL	APPLIANCE REBATE - DITSWORTH	50.00
49450	NORTHERN IOWA COMMUNICATIONS	INTERNET SERVICE	7,089.59
49451	OAKCREST FUNERAL SERVICES	APPLIANCE REBATE - HEAT PUMP	800.00
49452	POWER & TELEPHONE SUPPLY	FIBER TOTHE HOME	598.82
49453	POWER LINE SUPPLY	CONNECTOR TRANSFORMER	498.71
49454	PROFESSIONAL COMPUTER SYSTEMS	STATEMENT PROCESSING	10,581.17
49455	REDING GRAVEL & EXC.	CRUSHED CONCRETE	797.18
49456	ROVI	SUBS	1,353.99
49457	SCHUMACHER WELL DRILLING	WELL 6 MOTOR	8,556.40
49458	SECURITY COVERAGE	COMPUTER PROTECTION	42.00
49459	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION	4,041.75
49460	SKARSHAUG TESTING LABS	TESTING AND PARTS	357.39
49461	STT	HANDSET	848.00
49462	STUNDAHL CLEANING	CLEAN CARPETS	909.50
49463	T.P. ANDERSON COMPANY	YEAR END 2016	3,450.00
49464	THREADS	EMPLOYEE CLOTHING	414.30
49465	TOWER DISTRIBUTION CO	RETRANSMISSION	3,561.09
49466	TRIBUNE MEDIA SERVICES	ZAP2IT EPG WEATHER	88.25
49467	TRUPKE ELECTRIC MOTOR	SUPPLIES	29.61
49468	WALLACE WATER COND.	MAY RENTAL	24.61
49469	WESCO DISTRIBUTION INC.	ELBOWS	843.55
49470	WSI CORPORATION	WEATHER	593.68
49474	IA DEPT.OF NAT.RESOURCES	OPERATOR RENEWAL	180.00
49475	LINCOLN LIFE	DEFERRED COMP	3,816.00
49476	NEU STAR	SOW & LNP	197.40
49477	US DEPARTMENT OF EDUCATION	LISA RONGVED	169.47
49478	WISCONSIN ENERGY CONS CORP	IOWA BE BRIGHT LED PROMOTION	1,470.16
49479	CARD CENTER	PURCHASES	2,584.39
49480	DEX MEDIA EAST	ADVERTISING CHARGES	89.34
49481	NOLYN ELLIOTT	EMPLOYEE MISC	167.99
49482	FAREWAY STORES	SUPPLIES	135.40
49483	HY-VEE	SUPPLIES	58.85
49484	JOHN DEERE FINANCIAL	PARTS	94.91
49485	METLIFE SMALL BUSINESS CENTER	PREMIUMS	2,740.70
49486	NORTH IA LUMBER & DESIGN	LAND LEASE AGREEMENT	2,500.00
49487	WELLMARK HEALTH PLAN	PREMIUMS	27,079.95
49488	AVESIS THIRD PARTY ADMIN	PREMIUMS	617.84
49490	ACCESS SYSTEMS	SPAM FILTERING	141.00
49491	ADAMS CABLE EQUIPMENT, INC	MOTOROLA DVR'S	723.75
49492	ALGONA HIGH SCHOOL	ATHLETIC ADVERTISING	300.00
49493	ALGONA MUNICIPAL UTILITIES	SERVICES	17,763.71
49494	ALGONA PLG. & HTG.	MATERIALS	145.50
49495	ALTEC INDUSTRIES INC.	UNIT 4 PARTS	278.01
49496	A-TEC ENERGY CORP.	AUDIT/BULBS	603.48
49497	LINDA/JAKE BECKER	COMM REFUND	65.22
49498	BOMGAARS	SUPPLIES	393.19
49499	BORDER STATES ELECTRIC	INVENTORY	941.87
49500	BROWN SUPPLY COMPANY	MATERIALS	1,396.12
49501	BUCHANAN BIBLER & GABOR	LEGAL SERVICES	430.00
49502	BRANDON CALBY	COMM REFUND	3.33
49503	CENTURYLINK	PHONE SERVICE	126.76
49504	CENTURYLINK	ACCESS SERVICE	320.96
49505	CENTURYLINK	LOCAL MESSAGE COMPENSATION	1.26
49506	RUTH CHRISTENSEN	COMM REFUND	23.02
49507	CITY OF ALGONA	APPLIANCE REBATE - HEAT PUMP	400.00
49508	CLASS C SOLUTIONS GROUP	SHOE COVERS	201.99
49509	BEA COLWELL	COMM REFUND	12.11
49510	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	1,650.00
49511	DAN-D LASER CARTRIDGES	COPY MACHINE	214.00
49512	DGR ENGINEERING	13.8KV METALCLAD SWITCHGEAR	6,718.50
49513	EMMA DUPIC	UTILITY REFUND	88.67
49514	DAVID EISCHEN	APPLIANCE REBATE - WASHER	100.00
49515	ELBERT, RICHARD	COMM REFUND	130.50
49516	ELECTRONIC ENGINEERING	PAGING SERVICES	29.85
49517	ELLEFSON, ROGER	COMM REFUND	101.40
49518	ERPELDING EXCAVATING ENT	1015 N MINNESOTA SERVICE	1,847.30

49519	FASTENAL COMPANY	MATERIALS	347.88
49520	JAY GEVING	TRUSTEE FEES	75.00
49521	DAVID GOLWITZER	TRUSTEE FEES	75.00
49522	GRAYBAR ELECTRIC CO INC	VAULTS	1,827.72
49523	HACH CHEMICAL CO.	CHEMICALS	452.28
49524	HAWKINS INC.	CHEMICAL	1,025.00
49525	JAMES HEIDERSCHIEDT	COMM REFUND	8.06
49526	I&S GROUP, INC	WATER MAIN REPLACEMENT	845.66
49527	INTERSTATE POWER SYSTEMS	SERVICE	373.42
49528	IOWA ASSN OF MUNI UTILITIES	EPAY LOAN PAYMENT	6,000.00
49529	IRBY	REEL THING	2,060.64
49530	KOSSUTH COUNTY SHERIFF	SMALL CLAIMS-WATER/SEWER	26.77
49531	WALTER KRAHENBUHL	TRUSTEE FEES	75.00
49532	KRIZ-DAVIS CO.	CONDUIT STRAP KITS	5,612.93
49533	HELEN LIMBAUGH	COMM REFUND	23.66
49534	MARJORIE MARIHART	COMM REFUND	81.04
49535	MECHANICAL COMFORT, INC	LENNOX SPLIT SYSTEM	9,400.00
49536	MIDAMERICAN COMP CORP	POSTAGE SERVICES	4,286.96
49537	MIDAMERICAN ENERGY	SERVICE	94.44
49538	MULLER, WILMA	COMM REFUND	69.56
49539	JULIE MURPHY	TRUSTEE FEES	75.00
49540	MURPHY BROWN LLC	COMM REFUND	47.63
49541	NALCO COMPANY	TESTING SERVICES	197.85
49542	NORTH IOWA COMM. ACTION	UTILITY REFUND-LORNIA REAY	274.39
49543	NORTH IOWA MECHANICAL	APPL REBATE - CITY OF ALGONA	25.00
49544	NORTHWEST COMM NETWORK	BANDWIDTH	954.00
49545	NYEMASTER GOODE	SERVICES	231.00
49546	REBEARTH PRODUCTS, INC.	SODA ASH	212.65
49547	REDING GRAVEL & EXC.	OAK ST - WATER SERVICE	2,057.88
49548	FRANKLIN/PATTY RUSCH	COMM REFUND	68.32
49549	JERRY SAMPSON	COMM REFUND	100.00
49550	KAREN SCHAAF	TRUSTEE FEE	75.00
49551	SCHAAF, BRIAN	APPLIANCE REBATE - WASHER	100.00
49552	JIM/KRIS SCHONERT	COMM REFUND	72.38
49553	SEW-EURODRIVE	COMM REFUND	37.42
49554	SHOWTIME NETWORKS INC	SHOWTIME APRIL 2017	311.74
49555	SKARSHAUG TESTING LABS	GLOVE DUST	31.24
49556	PATRICIA J SMITH	WINDOW REBATE	1,020.90
49557	SPENCER MUNICIPAL UTILITIES	SWITCHING SERVICES	5,507.91
49558	STRINGWINDERS MUSIC	COMM REFUND	38.29
49559	STUNDAHL CLEANING	CLEANING	900.00
49560	TEAMWORK TECH & INTEGRATION	TECHNICAL SUPPORT	880.00
49561	THREADS	EMPLOYEE CLOTHING	279.94
49562	CHARLES TINDALL	COMM REFUND	289.57
49563	USAC	MECHANISM CHARGES	1,489.34
49564	VANTAGE POINT	VOIP MIGRATION	480.00
49565	WALLACE WATER COND.	RENTAL	24.61
49566	WESCO DISTRIBUTION INC.	LABELS	1,314.71
49567	WHEELER WORLD INC	SERVICE WORK ON FUEL PUMP	10,146.50
8802129	IPERS	IPERS WITHHOLDING	24,924.02
8802130	MIDAMERICAN ENERGY	NEAL 4 CASH REQUIREMENT	69,000.00
8802131	I WIRELESS	SERVICE	289.84
8802132	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,184.16
8802133	EFT - SALES TAX TRANSFER	SALES TAX	23,465.00
8802134	NATIONAL CABLE TELEVISION COOP	COMBO KITS	332.31
8802135	NATIONAL CABLE TELEVISION COOP	SUBS	68,194.42
8802136	EFTPS TRANSFER	PAYROLL TAXES	20,057.95
8802137	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	190.75
8802138	EFT - SALES TAX TRANSFER	SALES TAX	11,849.00
8802139	EFTPS TRANSFER	PAYROLL TAXES	24,165.04
8802140	NIMECA	POWER	298,861.12
8802141	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
8802142	IOWA STATE BANK	COMM LOAN PAYMENT	18,723.17
8802143	TREASURER STATE OF IOWA	INCOME TAX WITHHODLING	8,285.00
8802144	IPERS	IPERS WITHHOLDINGS	24,932.37