

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 September 27, 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; Greg Bradley, Executive Director – Algona Family YMCA; Kristie Brown, Greg Penning, Brian Bormann – Algona Family YMCA Board members

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

The consent agenda included adoption of the agenda, approval of the August 23, 2017 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 from Greg Bradley and YMCA Board members regarding capital debt reduction.

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

The General Manager updated the Board on a number of topics including well field land, USDA loans, KOFAB loan, TLC remediation, Unit #6 oil leak, IDWGP, donations, River Road fiber extension, Main Street water main repairs, Distributed Generation, and Create Algona.

The Board discussed the Kossuth County Historical Museum capital campaign. Trustee Golwitzer moved to give to the campaign, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed the request for the Algona Public Library capital campaign. Trustee Golwitzer moved to pledge over five years, seconded by Trustee Murphy. Motion carried unanimously.

The General Manager presented Resolution #2017-06, a resolution establishing Eligibility and Benefits Requirements for Project Share and Committee Members. Trustee Murphy moved to approve the resolution, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed a network assessment proposal from Vantage Point Solutions. Trustee Heupel moved to authorize the General Manager to sign the proposal subject to further review, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager presented the Asset Purchase agreement with Iowa Distributed Wind Generation Project (IDWGP). Trustee Schaaf moved to approve the purchase pending final approval by Cedar Falls Utilities, seconded by Trustee Heupel. Motion carried unanimously.

The Board discussed pending litigation for an unpaid communications bill. Trustee Murphy moved to go into closed session at 11:50 A.M. pursuant to Iowa Code Section 21.5(1) (c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation, seconded by Trustee Schaaf. Roll Call votes were as follows: Heupel-Yes, Geving-Yes, Schaaf-Yes, Golwitzer-Yes, Murphy-Yes. Motion carried unanimously.

Trustee Heupel moved to end the closed session at 12:35 P.M., seconded by Trustee Golwitzer. Roll Call votes were as follows: Heupel-Yes, Geving-Yes, Schaaf-Yes, Golwitzer-Yes, Murphy-Yes. Motion carried unanimously.

The Board discussed further action regarding the unpaid communications bill. Trustee Heupel moved to authorize the General Manager to work with legal counsel to resolve the dispute, seconded by Trustee Schaaf. Motion carried unanimously.

The next meeting is scheduled for November 2, 2017 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 1:20 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		\$156,951.11
50029	NHUNG HOANG	COMMUNICATIONS REFUND	48.29
50030	NOAH KIGER	COMMUNICATIONS REFUND	18.25
50031	WALTER KRAHENBUHL	TRUSTEE FEE	75.00
50032	TIM RICKE	COMMUNICATIONS REFUND	6.76
50033	VITZTHUM, ROD	EMPLOYEE MISC	24.82
50034	JEN WIEDERIN	ELECTRIC REFUND	3.53

50035	DEX MEDIA EAST	ADVERTISING	79.63
50036	NEU STAR	LNP	318.53
50037	SHOWTIME NETWORKS INC	SUBS	311.74
50038	AFLAC	PREMIUMS	642.10
50039	AVESIS THIRD PARTY ADMIN	PREMIUMS	579.59
50040	CARD CENTER	PURCHASES	2,585.97
50041	HY-VEE	SUPPLIES	18.81
50042	LINCOLN LIFE	DEFERRED COMP	3,816.00
50043	METLIFE SMALL BUSINESS CENTER	PREMIUMS	2,685.69
50044	ROETHLER, LOWELL	EMPLOYEE MISC	53.50
50045	UPS	SHIPPING SERVICES	42.55
50046	WELLMARK HEALTH PLAN	PREMIUMS	25,515.08
50047	US DEPARTMENT OF EDUCATION	LR	169.47
50048	BRYCE AND ALLISON ABBAS	CUSTOMER REFUND	38.30
50049	ACCESS SYSTEMS	SPAM FILTERING	141.00
50050	ADAMS CABLE EQUIPMENT, INC	REFURBISHED RECEIVER	308.25
50051	ALGONA HEARING CENTER	HEARING TESTS	875.00
50052	ALGONA HS VIP'S	SILVER MEMBERSHIP	100.00
50053	ALGONA MACHINE & SUPPLY	MODIFY TRANSFORMER CABINETS	1,677.23
50054	ALGONA MUNICIPAL UTILITIE	PS - RIGGAN	255.33
50055	ALGONA MUNICIPAL UTILITIES	SERVICES	18,850.00
50056	ALGONA PLUMBING & HEATING	KOOB	25.00
50057	AMERICAN GLASS COMPANY	WATER PLANT	10,582.10
50058	AWWA-IOWA SECTION	CONFERENCE REGISTRATION	190.00
50059	DEANNA AYALA	CUSTOMER REFUND	39.95
50060	TAMMY BABCOCK	METER CONV REBATE	75.00
50061	GLADYS BETTS	CUSTOMER REFUND	18.70
50062	VICKIE BIERSTEDT	WATER HEATER REBATE	500.00
50063	BISHOP GARRIGAN CLEARING ACCT	2 COMPUTERS	959.98
50064	BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	119.00
50065	BOMGAARS	SUPPLIES	542.88
50066	BORDER STATES ELECTRIC	E-LOC COUPLING	1,992.53
50067	GREG AND MARIA BRADLEY	WINDOW REBATE	562.10
50068	BUILDERS FIRST SOURCE	RAGBRAI/WOOD GRADE STAKES	38.33
50069	CENTRAL IOWA DISTRIBUTING	SUPPLIES	357.00
50070	CENTURYLINK	PHONE SERVICE	127.12
50071	CENTURYLINK	SWITCH ACCESS SERVICE	319.64
50072	CENTURYLINK	LOCAL MSG COMPENSATION	1.11
50073	CITY DIRECTORY INC.	ADVERTISEMENT	565.00
50074	CITY OF ALGONA	BLACKTOP S THORINGTON	1,280.00
50075	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	2,050.00
50076	DAN-D LASER CARTRIDGES	TONER	187.25
50077	DGR ENGINEERING	69KV CONTROL PANEL	413.00
50078	RICK ELBERT	INSULATION REBATE	2,450.00
50079	ELECTRICAL MATERIALS CO.	BORE TRAILER	12.35
50080	ELECTRONIC ENGINEERING	PAGING SERVICES	29.85
50081	NOLYN ELLIOTT	WINDOW REBATE	121.10
50082	ERPELDING EXCAVATING ENT	REPAIR LEAK ON THORINGTON	1,772.35
50083	FAREWAY STORES	SUPPLIES	15.59
50084	FARMERS COOPERATIVE ELEV.	PROPANE	84.99
50085	FASTENAL COMPANY	BRACKET FOR BORE TRAILER	512.53
50086	FEDERAL HYBRIDS	LIGHTING REBATE	6,000.00
50087	JAY GEVING	TRUSTEE FEES	75.00
50088	GOECKE, JOSEPH	WINDOW REBATE	500.50
50089	DAVID GOLWITZER	TRUSTEE FEES	75.00
50090	TOM AND DONNA GRUIS	CUSTOMER REFUND	9.36
50091	BRIAN HANSON	METER CONV REBATE	75.00
50092	HAWKINS INC.	AZONE 15	1,780.70
50093	DON HEUPEL	TRUSTEE FEES	75.00
50094	I&S GROUP, INC	WATER MAIN HWY 18	141.50
50095	IOWA ASSN OF MUNI UTILITIES	EPAY LOAN PAYMENT	9,000.00
50096	IOWA COMMUNICATIONS ALLIANCE	ENVISION REGISTRATION	398.00
50097	IOWA HOIST & CRANE, INC	ANNUAL INSPECTION	835.00
50098	IOWA ONE CALL	SERVICE	1,005.20
50099	JOHANNA RESTORATION	CONTRIBUTION	12,000.00
50100	DALE JOHNSON	CUSTOMER REFUND	4.28
50101	BRIAN JOHNSON	CUSTOMER REFUND	7.99
50102	MARC AND BECKY JOHNSON	CUSTOMER REFUND	55.12
50103	KALEIDOSCOPE MARKETING	MARKETING SPONSORSHIP	2,500.00
50104	KELLY, JIM	CUSTOMER REFUNDS	125.49

50105	KMART	CUSTOMER REFUND	65.22
50106	KOOB, STEVE	AIR CONDITION REBATE	350.00
50107	KOSS CO CANCER SUPPORT	FUNDRAISER DONATION	100.00
50108	KOSSUTH REG. HEALTH CENTER	EMPLOYEE MISC	80.00
50109	KRIZ-DAVIS CO.	CREDIT INVOICE	375.88
50110	LEEK, RANNEY	CUSTOMER REFUND	16.45
50111	MIDAMERICAN COMP CORP	STATEMENT POSTAGE	4,341.75
50112	MIDAMERICAN ENERGY	SERVICE	87.76
50113	MIDWEST UNDERGROUND SUPPLY	PARTS	83.18
50114	DAVID MILLER	METER CONV REBATE	75.00
50115	JULIE MURPHY	TRUSTEE FEES	75.00
50116	NELTONS INCORPORATED KFC ALG	CUSTOMER REFUND	59.44
50117	NIMECA	NERC ASSESSMENT	772.69
50118	NORTH IOWA MECHANICAL	MOVE AC UNIT AT WATER PLANT	778.90
50119	SAMANTHA OPHEIM	CUSTOMER REFUND	10.98
50120	WALTER AND SHARON PIATT	CUSTOMER REFUND	78.87
50121	POWER LINE SUPPLY	WIRE TYPE UF-B 10/2 W/GROUND	470.80
50122	KEVIN RASH	EMPLOYEE MISC	145.52
50123	REDING GRAVEL & EXC.	ROADSTONE FOR JB LIFE	460.40
50124	REED ELECTRIC	BREAKER WATER PLANT	1,423.10
50125	RENTAL ZONE, LLC	RENTAL	223.34
50126	KAREN SCHAAF	TRUSTEE FEE	75.00
50127	SPENCER MUNICIPAL UTILITIES	SWITCHING SERVICES	5,500.00
50128	STUNDAHL CLEANING	CLEANING	900.00
50129	THE WATER CONNECTION	OFFICE WATER SOFTNER	149.84
50130	NATHAN THOMPSON	CUSTOMER REBATE	49.73
50131	TYLER TRENARY	REFUND	48.29
50132	US POSTAL SERVICE (POSTAGE)	POSTAL SERVICE	2,000.00
50133	USAC	MECHANISM CHARGES	1,986.97
50134	VERMEER	THREAD PROTECTOR	63.32
50135	WALLACE WATER COND.	RENTAL	24.61
50136	WSI CORPORATION	WEATHER SERVICE	296.84
50137	DAVE AND HEATHER YOUNG	CUSTOMER REBATE	4.00
50138	DANIELLE BAGBEY	COMM REFUND	65.22
50139	JACK'S OK TIRE SERVICE	REPAIR SERVICES	29.63
50140	JOHNSTON AUTOSTORES	PARTS	63.32
50141	MIDAMERICAN COMP CORP	BILLING SERVICES	4,308.15
50142	US CELLULAR	SERVICE	86.81
50143	MPOWER TECHNOLOGIES, INC	ANNUAL MAINTENANCE	9,964.54
50144	AKTION CLUB OF ALGONA	DONATION	65.00
50145	RINDONE, BRIEN	EMPLOYEE MISC	19.58
50146	US DEPARTMENT OF EDUCATION	LR	169.47
50147	AFLAC	PREMIUMS	642.10
50148	NORTHERN IOWA COMMUNICATIONS	BANDWIDTH	7,293.90
50149	KEVIN ROUSER	COMM REFUND	61.00
50150	UPS	SHIPPING SERVICES	65.06
50151	VILETA, HEATH	EMPLOYEE MISC	458.36
50152	VITZTHUM, ROD	EMPLOYEE MISC	1,054.17
50153	ADVANCED CONTROL SYSTEMS	SCADA SYSTEM	1,750.00
50154	ALGONA COUNTY CLUB	ELECTRIC REFUND	4,193.65
50155	ALGONA FEED STORE	LIGHTING REBATE	800.00
50156	ALGONA PLUMBING & HEATING	APPLIANCE REBATE - BRINDLEY	50.00
50157	ALGONA PUBLISHING CO.	SERVICE	710.33
50158	ARNOLD MOTOR SUPPLY	SUPPLIES	55.22
50159	AUREON NETWORK SERVICES	SERVICE	10,614.22
50160	RANDY/KARMA BIERLE	APPLIANCE REBATE - HEAT PUMP	150.00
50161	BORDER STATES ELECTRIC	INVENTORY	99.60
50162	WARREN BRINDLEY	APPLIANCE REBATE - AC	350.00
50163	BUCHANAN BIBLER & GABOR	SERVICE	190.00
50164	BUSCHER BROS. IMPLEMENT	SUPPLIES	19.85
50165	BUSCHER'S SERVICE CENTER	FUEL	98.95
50166	CHROME COUNTRY INN	SERVICE	71.26
50167	CHROME TRUCK STOP	FUEL	457.23
50168	COM TECH SERVICES	SERVICE	2,853.25
50169	CROSSROADS ALGONA	FUEL	1,056.72
50170	DAN-D LASER CARTRIDGES	SERVICE	863.03
50171	DEX MEDIA EAST	ADVERTISING	79.00
50172	DIAMOND'S	EMPLOYEE MISC	154.08
50173	DIVERSIFIED ADJUSTMENT SERVICE	SERVICE	552.68
50174	ERPELDING EXCAVATING ENT	WATER S- HOLMES ANIMAL CLINIC	10,145.18

50175	FASTENAL COMPANY	SUPPLIES	9.13
50176	FOERTSCH P & H	CA REBATE 525 S PHILLIPS	25.00
50177	GRACENOTE MEDIA SERVICES, LLC	ZAP2IT WEATHER SERVICE	88.25
50178	HACH CHEMICAL CO.	CHEMICALS	636.77
50179	HAWKINS INC.	CHEMICALS	3,966.44
50180	HEARST TELEVISION	RETRANSMISSION	15,600.00
50181	HYGIENIC LABORATORY - AR	TESTING SERVICES	445.00
50182	IA DIST.WIND GEN.PROJECT	SHARED COSTS	243.80
50183	IGLASS NETWORKS	NETWORK/CPE MONITORING	500.00
50184	IOWA ASSN OF MUNI UTILITIES	NCISA	937.35
50185	IRBY	CREDIT	334.44
50186	KLGA - FM	ADVERTISING	759.00
50187	KLGA/KLGZ	LIGHTING REBATE	2,550.00
50188	KOSSUTH COUNTY TREASURER	UTILITY TAX	40,485.50
50189	BOB LAPPE	CENTRAL AIR REBATE	200.00
50190	MIDAMERICAN ENERGY CO.	GAS SERVICE	358.46
50191	NAPA AUTO PARTS-ALGONA	SUPPLIES	35.39
50192	VERN/KATHY NELSON	WINDOW REBATE 1303 E STATE	1,094.00
50193	NG-911, INC	DATABSE MANAGEMENT	150.00
50194	NORTH AMERICAN NUMBERING PLAN	NUMBERING ADMIN FEES	33.92
50195	NORTH IA LUMBER	MATERIALS	761.03
50196	PITNEY-BOWES INC.	LEASING FEES	863.28
50197	PLYMOUTH COUNTY TREASURER	EXCISE TAX	396.50
50198	POWER & TELEPHONE SUPPLY	MATERIALS	874.27
50199	PROFESSIONAL COMPUTER SYSTEMS	UTILISMART BILLING	3,341.28
50200	ROUTER12 NETWORKS LLC	SERVICE	140.00
50201	SAFETEY-KLEEN	SUPPLIES	174.13
50202	ROBERT/ELIZABETH SALINAS	WINDOW REBATE	512.10
50203	SECURITY COVERAGE	SECURE IT SERVICE	74.91
50204	STT	SERVICE	403.00
50205	WALKER PLUMBING & HEATING	APPLIANCE REBATE - BIERLE	50.00
50206	WEBSTER COUNTY TREASURER	ELECTRIC TAX	2,203.50
50207	WISCONSIN ENERGY CONS CORP	SERVICE	652.12
50208	WOODBURY COUNTY TREASURER	EXCISE TAX	13,275.00
50209	BAER, SHEILA	EMPLOYEE MISC	224.70
50210	IOWA STATE UNIVERSITY	DEED LOAD GRANT	239.90
50211	IRBY	ELECTRIC MISC	525.95
50212	K & H COOP OIL CO.	FUEL	41.14
50213	ROETHLER, LOWELL	EMPLOYEE MISC	154.08
50214	SUSAN SEEBECKER	EMPLOYEE MISC	59.39
50215	UPS	SERVICE	28.87
50216	WESCO DISTRIBUTION INC.	ELECTRIC MISC	586.36
50217	IRBY	INVENTORY	660.00
8802187	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	248.88
8802188	LIBRARY OF CONGRESS	ROYALTY FEES	7,579.12
8802189	NIMECA	POWER	193,684.66
8802190	TREASURER STATE OF IOWA	STATE INCOME WITHHOLDING	7,345.00
8802191	EFTPS TRANSFER	PAYROLL TAXES	20,145.73
8802192	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
8802193	IOWA STATE BANK	COMM LOAN PAYMENT	18,723.17
8802194	NATIONAL CABLE TELEVISION COOP	EQUIPMENT	8,275.77
8802195	IPERS	IPERS	24,455.33
8802196	MIDAMERICAN ENERGY	NEAL 4 CASH REQUIREMENT	243,000.00
8802197	EFT - FEDERAL EXCISE TAX	EXCISE TAX	1,178.72
8802198	EFT - SALES TAX TRANSFER	SALES TAX	34,232.00
8802199	EFTPS TRANSFER	PAYROLL TAXES	19,504.19
8802200	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	248.88
8802201	NATIONAL CABLE TELEVISION COOP	MODEMS	2,688.66
8802202	NATIONAL CABLE TELEVISION COOP	SUBS	69,623.14
8802203	EFT - SALES TAX TRANSFER	SALES TAX	11,222.00