

January 17, 2018
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 January 17, 2018 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 and Sandra Batt, Secretary – Chief Financial Officer

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

The consent agenda included adoption of the agenda, approval of the December 13, 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 reviewed the November 2017 Financial Statements. Trustee Heupel moved to approve the financial statements and place them on file, seconded by Trustee Murphy. Motion carried unanimously.

The General Manager updated the Board on the Neal 4 plant operations, Trinity Wind Farm generation, and potential NIMECA transmission ownership. In addition, discussion followed regarding the Algona Community School Broadcast Program.

The General Manager presented the annual Audit Agreement from auditors T. P. Anderson & Company P.C. Trustee Schaaf moved to approve the agreement, seconded by Trustee Golwitzer. Motion carried unanimously.

The General Manager presented Resolution 2018-01, Naming Official Depositories. The resolution provides authorization to do business with certain named financial institutions and maximum deposit amounts. Trustee Murphy moved to approve the resolution, Trustee Heupel seconded. Motion carried unanimously.

The General Manager presented Resolution 2018-02, Bank Authorizing Resolution. The resolution provides banking authorization for the General Manager and the Chief Financial Officer. Trustee Golwitzer moved to approve the resolution, Trustee Schaaf seconded. Motion carried unanimously.

The General Manager presented an agreement for professional services with DGR Engineering, inclusive of engineering fees, materials and construction costs for the 69 kV breaker replacement at the West Substation. Trustee Schaaf moved to approve the agreement, Trustee Heupel seconded. The motion carried unanimously.

The General Manager presented a Memorandum of Understanding between the Kossuth County 911 Joint Service Board and Algona Municipal Utilities for communication services. Trustee Golwitzer moved to approve the Memorandum, Trustee Murphy seconded. The motion carried unanimously.

The General Manager presented Resolution 2018-03, Resolution Authorizing Settlement Agreement in which Board Approval was required to accept a settlement for a telephone invoice dispute. Trustee Geving moved to approve the resolution and Trustee Golwitzer seconded. The motion carried unanimously.

The General Manager presented information on cable TV retransmission cost increases and the need for a cable TV rate increase. Discussion followed. It was decided to postpone setting a Public Hearing on a cable TV rate increase until the Boards' next meeting date so that additional information can be obtained.

The General Manager presented a donation request from the Algona Police Department to purchase security cameras. Trustee Schaaf moved to approve the request and Trustee Murphy seconded. The motion carried unanimously.

In addition, the General Manager presented a citizen request for city water, after discussion it was decided to follow guidelines already in place for water services.

The next meeting is scheduled for February 7, 2018 at 11:00 P.M.

Upon motion and vote, the meeting adjourned at 12:50 P.M.

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

Attest:
/s/ Sandra M. Batt
Sandra M. Batt, Secretary

Chk #	Vendor	Description	Amount
	PAYROLL		\$ 66,193.76
50715	AMSTERDAM PRINTING & LITH	CALENDAR	2,471.20
50716	RINDONE, BRIEN	OFFICE SUPPLY REIMBURSEMENT	670.23
50717	A & M LAUNDRY	LAUNDRY SERVICE	38.73
50718	A+ COMMUNICATIONS	SECURITY DOORS	33,371.47
50719	ACCESS SYSTEMS	SHADOWPROTECT VIRT SERV LIC	1,327.00
50720	ADAMS CABLE EQUIPMENT, INC	REFURBISHED DCH 6416	479.25
50721	AFLAC	PREMIUMS	757.30
50722	AIR FILTER SALES & SERVICE	FILTERS	226.66
50723	ALGONA MUNICIPAL UTILITIES	DONATION, GOOD SAM - GFT CERT	50.00
50724	ALGONA PUBLISHING CO.	ADVERTISING	1,023.86
50725	ARNOLD MOTOR SUPPLY	BATTERY	118.96
50726	AUREON NETWORK SERVICES	LD SERVICES	11,563.03
50727	AZAR COMPUTER SOFTWARE	SOFTWARE SUPPORT	2,970.00
50728	BOETTCHER, RYAN	ELECTRIC METER CONV REBATE	125.00
50729	BUILDERS FIRST SOURCE	MATERIALS	45.17
50730	BUSCHER BROS. IMPLEMENT	ORANGE ELECTRIC REEL TRAILER	42.45
50731	BUSCHER'S SERVICE CENTER	FUEL	1,335.36
50732	CEMSTONE CONCRETE MTLs	CONCRETE	459.15
50733	CENTRAL IOWA DISTRIBUTING	SUPPLIES	263.80
50734	CENTURYLINK	FACILITY ACCESS SERVICE	9.83
50735	CHROME COUNTRY INN	LUNCH	25.89
50736	CHROME TRUCK STOP	GAS	17.79
50737	CLIMATE CONTROL SYSTEMS	VALVES	87.60
50738	CONCEPTS IN DESIGN	DESIGN SERVICES	70.00
50739	CONFLUENT	RECEIVER	1,159.28
50740	COOK'S SCRAP IRON & METAL	SCRAP MATERIALS	361.66
50741	DAN-D LASER CARTRIDGES	COPIER MAINT	602.63
50742	DEX MEDIA EAST	ADVERTISING	79.30
50743	DISPLAY SYSTEMS INTL	CHANNEL 4 PC	993.95
50744	DIVERSIFIED ADJUST SERV	COLLECTION SERVICES	122.88
50745	DUMP IT INC.	DUMPSTER	340.46
50746	ERNIE WILLIAMS LTD	LIGHTING REBATE	1,042.50
50747	ERPELDING EXCAVATING ENT	SERVICE AT N MAIN	3,672.20
50748	FAREWAY STORES	SUPPLIES	147.74
50749	FASTENAL COMPANY	SUPPLIES	349.06
50750	FOERTSCH P & H	APPLIANCE REBATE	25.00
50751	GRACENOTE MEDIA SERVICES	ZAP2IT WEATHER	88.25
50752	DONNA GRANDGENETT	CENTRAL AIR REBATE	350.00
50753	HALL'S SAFETY EQPT.	EMPLOYEE MISC	323.40
50754	HAWKINS INC.	165 GALLON TANK	400.00
50755	HYGIENIC LABORATORY - AR	TESTING SERVICES	97.50
50756	IOWA ASSN OF MUNI UTILITIES	NCISA	937.35
50757	IRBY	INVENTORY MATERIAL	610.20
50758	JCL SOLUTIONS	SUPPLIES	47.91
50759	JULIE JOHNSON	INSULATION REBATE	150.00
50760	JOHNSTON AUTOSTORES	PARTS	312.18
50761	KLGA & KLGZ	ADVERTISING	1,186.00
50762	KOSSUTH COUNTY ADVANCE	DONATION OF NEWSPAPER	125.00
50763	KOSSUTH COUNTY RECORDER	2013 JOHN DEERE REGISTRATION	35.50
50765	KRIZ-DAVIS CO.	INVENTORY MATERIALS	3,460.96
50766	LOCKSTONE PROPERTIES	WINDOW REBATE	1,500.00
50767	MIDAMERICAN ENERGY	SERVICE	56.63
50768	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	362.34
50769	MURPHY, BILL	WINDOW REBATE	489.20
50770	N. IA REGIONAL HOUSING	REFUND	524.61
50771	N.I.A.C.C.	REGION FALL WATER CONF	180.00
50772	NALCO COMPANY	CHEMICAL TESTING	2,698.39
50773	NAPA AUTO PARTS-ALGONA	BATTERY CHARGER	29.99
50774	NEU STAR	LNP AND SOW SUMMARY	344.94
50775	NG-911, INC	DATABASE MANAGEMENT	150.00
50776	NORTH IOWA MECHANICAL	WESLEY POPEJOY	25.00
50777	MARK OSTWALD	METER CONVERSION REBATE	75.00
50778	PITNEY-BOWES INC.	LEASED EQUIPMENT	863.28
50779	WESLEY POPEJOY	WINDOW AND INSULATION REBATE	704.06
50780	POWER & TELEPHONE SUPPLY	MATERIALS	326.31
50781	PROF COMPUTER SYSTEMS	UTILISMART SERVICES	3,343.87
50782	R & K BIRKESTRAND INC	LIGHTING REBATE	600.00
50783	REDING GRAVEL & EXC.	MATERIAL	251.26

50784	REED ELECTRIC	BOILER BULBS	13.38
50785	REGULATORY COMPLIANCE SER	TELEPHONE CONSULTATIONS	395.00
50786	SAFETEY-KLEEN	SUPPLIES	184.58
50787	SBEMCO INTERNATIONAL INC.	MISC MAT REMNANTS	40.00
50788	SECURITY COVERAGE	SECUREIT PLUS	46.20
50789	SKARSHAUG TESTING LABS	TESTING	284.37
50790	SKYWALK GROUP	FORMS	50.00
50791	THILGES AUTO BODY	LIGHTING REBATE	480.00
50792	THREADS	EMPLOYEE MISC	1,638.17
50793	TRUPKE ELECTRIC MOTOR	SUPPLIES	6.29
50794	US DEPT OF EDUCATION	EMPLOYEE MISC	126.65
50795	USAC	SUPPORT MECHANISM	1,683.45
50796	VILETA, HEATH	CDL REIMBURSEMENT	32.00
50797	WALLACE WATER COND.	RENTAL	24.61
50798	WISCONSIN ENERGY CONS	LIGHTING REBATE PROGRAM	2,924.12
50799	YMH TORRANCE	LIFT TRUCK TUNE UP	1,306.62
50800	BIG 10	SUBS	2,638.16
50801	FOX SPORTS NET NORTH	SUBS	6,635.78
50802	HEARST TELEVISION	RETRANSMISSION	5,200.00
50803	KOSSUTH COUNTY RECORDER	2006 JOHN DEERE REGISTRATION	17.75
50805	NEXSTAR	RETRANSMISSION/SUBS	5,756.25
50806	ROVI	SUBS	1,274.68
50807	SINCLAIR BROADCAST GROUP	RETRANSMISSION	3,934.65
50808	BLACKTOP SERVICE CO.	SERVICE	2,681.25
50809	CARD CENTER	PURCHASES	5,302.88
50810	CENTURYLINK	SERVICE	127.74
50811	HY-VEE	SUPPLIES	11.75
50812	IRBY	CORRECTION ON PAYMENT	29.40
50813	JOHNSTON AUTOSTORES	PARTS	15.14
50814	METLIFE SMALL BUS CNTR	PREMIUMS	2,952.09
50815	MIDAMERICAN COMP CORP	BILLING SERVICES	4,355.11
50816	PROFESSIONAL COMPUTER SYS	2018 MAINTENANCE & SUPPORT	35,258.00
50817	US POSTAL SERVICE	PO BOX RENTAL	206.00
50818	WELLMARK HEALTH PLAN	PREMIUMS	28,960.93
50819	NOEL AGUILERA	CUSTOMER REFUND	13.32
50820	ALGONA AMBASSADORS	2018 MEMBERSHIP DUES	30.00
50821	ALGONA CHAM. OF COMMERCE	2018 MEMBERSHIP DUES	1,955.60
50822	ALGONA MUNICIPAL UTILITIES	SERVICES	19,069.99
50823	ALGONA PLG. & HTG.	SERVICE CALL	232.90
50824	ALLIANT ENERGY	NEAL 3 TRANSMISSION CHARGES	46,769.85
50825	AVESIS THIRD PARTY ADMIN	INSURANCE PREMIUM	657.67
50826	LOIS BEHRENDIS	CUSTOMER REFUND	11.99
50827	BOMGAARS	SUPPLIES	628.28
50828	BROWN SHOE FIT CO	SUPPLIES	1,190.79
50829	BILL AND SONYA BURTNETT	CUSTOMER REFUND	136.85
50830	CARLSON DETTMANN CONS	COMPENSATION STUDY	3,750.00
50831	CAUSEY DEMGEN & MOORE P.C.	SERVICE	2,250.00
50832	CENTURYLINK	SERVICE	305.43
50833	CENTURYLINK	INTERSTATE SERVICE	0.95
50834	COMSONICS INC	EQUIPMENT	1,170.20
50835	CONSORTIA CONSULTING	CONSULTING SERVICE	1,650.00
50836	CORE COMMUNICATIONS	SERVICE FOR ONT'S	6,840.00
50837	CORNBELT CHORUS	SPONSOR	250.00
50838	CHRIS AND JANE CUMMINGS	CUSTOMER REFUND	30.63
50839	DGR ENGINEERING	ENGINEERING SERVICES	1,855.50
50840	NANCY ELBERT	CUSTOMER REFUND	50.20
50841	ELECTRICAL MATERIALS CO.	SUPPLIES	90.04
50842	ERNIE WILLIAMS LTD	LIGHTING REBATE	2,131.67
50843	FASTENAL COMPANY	SUPPLIES	1,660.43
50844	ALVIN FOOTE	CUSTOMER REFUND	11.66
50845	GARMAN, JUNE	CUSTOMER REFUND	39.95
50846	GENBAND	TELEPHONE SWITCHING MAINT 2018	9,034.01
50847	JAY GEVING	TRUSTEE FEES	75.00
50848	GOLDFIELD TELECOM LC	ONT ENCLOSURES	232.25
50849	GOLF CLASSICS	ADVERTISING	350.00
50850	DAVID GOLWITZER	TRUSTEE FEES	75.00
50851	HAWKINS INC.	CHEMICALS	3,466.04
50852	HEARST TELEVISION	RETRANSMISSION	5,200.00
50853	DON HEUPEL	TRUSTEE FEES	75.00
50854	CHARLOTTE HILLBURG	CUSTOMER REFUND	18.05

50855	I&S GROUP, INC	MAIN STREET WATER MAIN	3,335.25
50856	DANA INGALLS	CUSTOMER REFUND	101.17
50857	IOWA ASSN OF MUNI UTILITIES	EPAY LOAN	6,000.00
50858	IOWA ONE CALL	SERVICE	85.80
50859	IRBY	DYNAMOMETER	2,719.84
50860	JCL SOLUTIONS	SUPPLIES	329.51
50861	JOHN AND AMANDA JOHNSTON	CUSTOMER REFUND	54.95
50862	KRIZ-DAVIS CO.	INVENTORY	160.50
50863	LEO KRUSE	CUSTOMER REFUND	26.64
50864	R AND A LACHNEY	CUSTOMER REFUND	8.32
50865	LINCOLN LIFE	DEFFERED COMP	8,724.00
50866	LUDWIG, EARL	WINDOW REBATE	73.80
50867	IVAN MARTINEZ	CUSTOMER REFUND	39.95
50868	METERING & TECHNOLOGY	METERS	6,613.34
50869	MIDAMERICAN COMP CORP	STATEMENT POSTAGE	4,253.37
50870	MIDAMERICAN ENERGY	GAS SERVICE	70.21
50871	MOTOR INN OF ALGONA INC	2008 DODGE RAM REPAIR	310.49
50872	JULIE MURPHY	TRUSTEE FEES	75.00
50873	MICHAEL MURRAY	CUSTOMER REFUND	74.93
50874	NALCO COMPANY	CHEMICALS	205.91
50875	NIMECA	IOWA AREA DEV INVEST - 2018	21,886.27
50876	NORTH IA LUMBER	SUPPLIES	9.94
50877	NORTH IOWA AUTO PLAZA	LIGHTING REBATE	540.00
50878	NORTH IOWA COMM. ACTION	REFUND	252.31
50879	NORTH IOWA MECHANICAL	PARTS	34.24
50880	NORTHWEST COMM NETWORK	SERVICE	581.50
50881	O'HALLORAN INTERNATIONAL	UNIT 4 REPAIR	1,078.66
50882	JEFF PAYNE	ELECTRIC REFUND	276.00
50883	POWER & TELEPHONE SUPPLY	CLEANER	47.27
50884	PROFESSIONAL COMPUTER SYS	IMPORT LOCATION	337.50
50885	REDING GRAVEL & EXC.	SUPPLIES	64.90
50886	KAREN SCHAAF	TRUSTEE FEES	75.00
50887	SHOWTIME NETWORKS INC	SUB COUNT	335.72
50888	SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCHING SERVICE	5,500.00
50889	STATE STREET CREATIONS	CUSTOMER REFUND	24.34
50890	STUNDAHL CLEANING	CLEANING SERVICES	900.00
50891	TRINITY WIND, LLC	POWER PURCHASED	12,391.26
50892	US POSTAL SERVICE (POSTAGE)	POSTAGE FOR METER	2,000.00
50893	USAC	MECHANISM CHARGES	1,683.45
50894	WSI CORPORATION	WEATHER SERVICES	296.84
50895	MARY JO ZUMACH	CUSTOMER REFUND	21.60
50896	ALGONA MUNICIPAL UTILITIE	PROJECT SHARE - 4TH QUARTER	185.50
50897	ALGONA PLG. & HTG.	SUPPLIES	12.30
50898	BANKERS TRUST COMPANY	ESCROW FEE	2,700.00
50899	STEVE GRANDGENETT	REIMBURSEMENT FOR SUPPLIES	3.91
50900	H&W CONTRACTING, LLC	HWY 18 WATER MAIN	18,225.05
50901	MPOWER TECHNOLOGIES, INC	SOFTWARE/COMPUTER SUPPORT	3,900.00
50902	MIKE STRIPLING	EMPLOYEE MISC	134.82
50903	DEPOSITORY TRUST CLRNG	AUDIT CONFIRMATIONS	117.00
8802253	NATIONAL CABLE TEL COOP	SUBS	8,486.17
8802254	NATIONAL CABLE TELCOOP	EQUIPMENT	92.11
8802255	EFT - SALES TAX TRANSFER	SALES TAX	36,787.00
8802256	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,173.60
8802257	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	248.88
8802258	EFTPS TRANSFER	PAYROLL TAXES	20,653.61
8802259	WEX	FUEL	69.92
8802260	EFT - SALES TAX TRANSFER	SALES TAX	12,030.00
8802261	UPS	BILLING SERVICES	23.53
8802262	UPS	SHIPPING SERVICES	34.41
8802263	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
8802264	IOWA STATE BANK	COMM LOAN PAYMENT	18,723.17
8802265	NATIONAL CABLE TEL COOP	INVENTORY	871.98
8802266	UPS	SHIPPING SERVICES	92.86
8802267	NIMECA	POWER	251,209.64
8802268	BANKERS TRUST COMPANY	REVENUE BOND REFUNDING	243,460.10
8802269	D.A.DAVIDSON & CO	AGENT SERVICES	24,995.00
8802270	EFTPS TRANSFER	PAYROLL TAXES	21,348.52
8802271	MIDAMERICAN ENERGY	NEAL 4 CASH REQUIREMENT	180,000.00
8802272	IPERS	IPERS	38,345.90
8802273	EFT - FEDERAL EXCISE TAX	EXCISE TAX	1,169.87

8802274	UPS	SHIPPING	36.25
8802275	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	248.88
8802276	NATIONAL CABLE TEL COOP	MODEMS	2,688.01