

February 7, 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 February 7, 2018 at 11:00 A.M.

Present: Jay Geving, Chairperson; Trustees – Julie Murphy and Karen Schaaf.

Absent: Dave Golwitzer and Don Heupel

Also Present: John Bilsten, General Manager, Sandra Batt, Secretary – Chief Financial Officer and 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 January 17, 2018 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 General Manager updated the Board on tree trimming progress around 69 kV electric transmission lines. In addition, the General Manager updated the Board on potential alternatives for cable TV service and expects to have recommendations at the next Board Meeting after more information is obtained.

The General Manager presented an agreement from the Cooperative Response Center in Austin, MN. The Center would be engaged to field AMU's after hours and holiday calls. Trustee Murphy moved to approve the agreement, contingent on acceptable data safeguards. Trustee Schaaf seconded the motion and the motion carried unanimously.

The General Manager presented the date and time for Bid Letting for the Furnishing of 69 kV SF6 Circuit Breakers. The project will be bid in two phases. The first phase is for the equipment and the second phase for the installation of the equipment. February 28, 2018 at 2:00 PM would be the date and time set to receive and open bids for the first phase. Trustee Schaaf moved to approve the date and time, Trustee Murphy seconded. Motion carried unanimously.

The General Manager presented the date and time for the Public Hearing for the Furnishing of 69 kV SF6 Circuit Breakers. March 6, 2018, 11:00 AM would be the date and time set to approve plans and specifications, the proposed form of contract and the cost estimate of the winning bid. Trustee Schaaf moved to approve the date and time, Trustee Murphy seconded. Motion carried unanimously.

The General Manager presented a service agreement from Aureon for virtual ISP services. Aureon is the current virtual ISP provider. A new 24-month agreement has been presented which would reduce the cost of the service. After discussion, Trustee Murphy moved to accept the agreement contingent on data safeguards. Trustee Schaaf seconded the motion. The motion carried unanimously.

The General Manager presented the 2018 Energy Rebate Program which removes the dealer rebates; increased the central air rebates for both residential and commercial/industrial from \$200 for a 14 SEER to \$300; increased the central air rebates for both residential and commercial/industrial from \$350 for a 16+ SEER to \$500; changed the Energy Factor Rating for Electric Heat Pump Water Heaters to match current EPA Energy Star standards; and changed lighting rebates to include only replacement lighting. Trustee Schaaf moved to approve the program, Trustee Murphy seconded. The motion carried unanimously.

The General Manager discussed and recommended a wage increase for three employees participating in the Apprenticeship Line Worker program through the Iowa Association of Municipal Utilities. Trustee Schaaf moved to approve the increase and Trustee Murphy seconded. The motion carried unanimously.

The General Manager initiated discussion on the present AMU water line extension policy which does not allow the extension of water mains outside the City limits. In addition, the current policy does not allow for the installation of water services outside the City limits. After further discussion no action will be taken until the General Manager presents a revised water utility rules and regulations policy.

The General Manager presented information on the cost reimbursement program for the Algona YMCA Development Director, which the Board of Directors had previously approved. It was decided that reimbursement of the expense would be the best way to proceed. However, a one-time advance payment for one month's costs could be made.

The next meeting is scheduled for March 6, 2018 at 11:00 P.M.

Upon motion and vote, the meeting adjourned at 12:35 P.M.

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Jay B. Geving, Chairperson

Attest:

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Sandra M. Batt, Secretary

Chk #	Vendor	Description	Amount
50904	A & M LAUNDRY	SUPPLIES	\$38.73
50905	AED AUTHORITY	LIFEPAK	5,500.00
50906	AFLAC	PREMIUM	796.78
50907	ALGONA MACHINE & SUPPLY	PARTS	75.77
50908	ALGONA PLG. & HTG.	SERVICE CALL WATER PLANT	92.70
50909	ALGONA PUBLISHING CO.	ADVERTISING /SUPPLIES	1,507.17
50910	ALGONA VIPS	VIP'S HOAGIE SALES	176.00
50911	AL'S REPAIR	SERVICE	67.41
50912	AMERICAN GLASS COMPANY	ADJUST FRONT DOOR	42.80
50913	ARNOLD MOTOR SUPPLY	PARTS	223.01
50914	AUREON NETWORK SRVCS	DID SERVICES	11,594.47
50915	BESCH BUILDERS	REPAIR HOLE IN WALL	101.00
50916	BIG 10	SUBS	2,640.12
50917	BILSTEN, JOHN	MISC REIMBURSEMENT	137.50
50918	BISSO TECHNOLOGIES	WEB HOSTING	209.40
50919	BUILDERS FIRST SOURCE	MATERIALS	18.60
50920	BUSCHER BROS CORP	PARTS	157.32
50921	BUSCHER'S SERVICE CNTR	FUEL	1,063.51
50922	CENTURYLINK	SWITCH ACCESS	35.59
50923	CHROME COUNTRY INN	SERVICE	71.48
50924	CHROME TRUCK STOP	FUEL	197.53
50925	CINTAS CORPORATION #754	SUPPLIES	300.52
50926	CLEGG, WAYNE	WINDOW REBATE	178.54
50927	CLIMATE CONTROL SYSTMS	SERVICE	638.14
50928	COOK'S SCRAP IRON	MATERIALS	40.47
50929	DIVERSIFIED ADJ SERVICE	COLLECTION SERVICES	150.88
50930	ELECTRONIC ENGINEERING	PAGER SERVICE	29.85
50931	EMAGINE, LLC	MONTHLY RENTAL OF SITE	109.45
50932	ERPELDING EXCAVATING	LIGHTING REBATE	280.00
50933	DON ETHERINGTON	ELECTRIC METER CONVERSION	75.00
50934	FASTENAL COMPANY	SUPPLIES	18.84
50935	FIVE STAR TOOL & SUPPLY	TOOLS	541.15
50936	FOERTSCH P & H	APPLIANCE REBATE - REISING	25.00
50937	FOX SPORTS NET NORTH	SUBS	6,640.71
50938	FRIDLEY THEATERS	TICKETS	1,250.00
50939	GRACENOTE MEDIA SRVCS	ZAP2IT WEATHER	88.25
50940	HCP SPLICING SERVICES	RIVER ROAD FIBER	5,465.00
50941	HEARST TELEVISION	RETRANSMISSION	5,200.00
50942	HYGIENIC LABORATORY - AR	TESTING SERVICES	97.50
50943	I&S GROUP, INC	MAIN ST WATER MAIN	2,543.74
50944	IGLASS NETWORKS	NETWORK MONITORING	500.00
50945	IOWA ASSN OF MUNI UTLTYS	1/17/2018 FOREMAN'S MEETING	1,140.00
50946	IRBY	GROUNDING GLOVE	46.45
50947	ITRON	MOBILE COLLECTOR LITE	1,280.23
50948	JENNINGS, ROBERT M.	MISC REIMBURSEMENT	10.00
50949	JOHNSTON AUTOSTORES	PARTS	43.94
50950	KLGA & KLGZ	ADVERTISING	1,055.98
50951	KOSSUTH COUNTY ADV	DONATION OF PAPERS	100.00
50952	KRIZ-DAVIS CO.	ANCHORS	172.16
50953	MAXYIELD COOP	LIGHTING REBATE	193.33
50954	MCPEAK TRENCHING	RIVER ROAD FIBER	11,937.00
50955	MIDAMERICAN ENERGY	SERVICE	184.47
50956	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLIES	361.20
50957	MOTOR INN OF ALGONA INC	REPAIR SERVICES	350.84
50958	NAPA AUTO PARTS-ALGONA	PARTS	187.98
50959	NG-911, INC	DATABASE MANAGEMENT	150.00
50960	NIMECA	NERC ASSESSMENT	1,467.33
50961	NORTH IA LUMBER	SUPPLIES	134.79
50962	NORTHERN IOWA COMM	BANDWIDTH	7,358.59
50963	PITNEY-BOWES INC.	LEASING CHARGE	764.55
50964	PROFESSIONAL COMP SYS	STATEMENT PROCESSING	3,373.41
50965	TOM REISING	APPLIANCE REBATE - AC	350.00
50966	ROVI	SUBS	1,309.05
50967	SECURITY COVERAGE	SECUREIT PLUS	46.20
50968	SHOWTIME NETWORKS INC	SUBS	335.72
50969	SINCLAIR BROADCAST GRP	RETRANSMISSION	3,909.15
50970	SKARSHAUG TESTING LABS	TESTING SERVICES	517.49
50971	THREADS	EMPLOYEE CLOTHING	251.45

50972	TOWER DISTRIBUTION CO	RETRANSMISSION	3,431.23
50973	UNITYPOINT CLINIC-OCC	MEMBERSHIP DUES	60.00
50974	WALLACE WATER COND.	JAN RENTAL	24.61
50975	WATER CONNECTION	VALVE	33.20
50976	WELLMARK HEALTH PLAN	PREMIUMS	30,230.49
50977	WHITTEMORE TRUCK & TRLR	PARTS	18.68
50978	WSI CORPORATION	WEATHER SERVICES	296.84
50979	CASEY'S GENERAL STORE	FUEL	715.93
50980	NEXSTAR	RETRANSMISSION/SUBS	5,737.50
50981	PFM FINANCIAL ADVISORS	PROFESSIONAL FEES	15,149.80
50982	TOWER DISTRIBUTION CO	RETRANSMISSION	3,440.96
50983	US POSTAL SERVICE	USPS MARETING MAIL	225.00
50984	AVESIS THIRD PARTY ADMIN	PREMIUMS	629.34
50985	SANDY BATT	APPA SEMINAR REIMBURSEMENT	2,391.60
50986	JARON BENZ	MISC REIMBURSEMENT	16.97
50987	CARD CENTER	PURCHASES	1,741.49
50988	FAREWAY STORES	SUPPLIES	38.08
50989	HY-VEE	SUPPLIES	31.95
50990	IGLASS NETWORKS	NETWORK MONITORING SERVICES	500.00
50991	LINCOLN LIFE	DEFERRED COMP	3,816.00
50992	METLIFE SMALL BUS CNTR	PREMIUMS	2,956.72
50993	VITZTHUM, ROD	MISC REIMBURSEMENT	675.46
50994	MARTY WADLE	WELLNESS PRESENTATION	100.00
50995	WSI CORPORATION	WEATHER SERVICE	296.84
50996	ACCESS SYSTEMS	NETWORK SECURITY AUDIT	840.00
50997	ADGORILLA	TECH SUPPORT FOR AD INSERTION	1,200.00
50998	ALGONA MUNICIPAL UTLTYS	SERVICES	17,301.75
50999	ALGONA PLG. & HTG.	WATER PLNT - VALVE & SWITCH	350.50
51000	ALGONA POLICE DEPT	DONATION- SECURITY CAMERAS	2,000.00
51001	AMERICAN GLASS COMPANY	COMM LOCKS	5,191.00
51002	B&W CONTROL SPECIALISTS	CHEMICALS	259.48
51003	BALDWIN POLE IOWA CORP	POLES	13,171.70
51004	SHIRLEY BEENKEN	COMMUNICATIONS REFUND	32.77
51005	BGHS AFTER PROM PARTY	DONATION	25.00
51006	BITZ SMALL ENGINE SHOP	REPAIR SERVICES	20.87
51007	BOMGAARS	SUPPLIES	806.47
51008	BROWN SHOE FIT CO	OFFICE SUPPLIES/WORK BOOTS	599.73
51009	BUGS N STUFF	SERVICE	87.74
51010	CARLSON DETTMANN CONS	COMPENSATION STUDY	4,151.75
51011	CENTURYLINK	SERVICE	129.86
51012	CENTURYLINK	FACILITY ACESS SERVICE	339.54
51013	CENTURYLINK	LOCAL MESSAGE COMPENSATION	0.85
51014	LISANDRA CISNEROS	COMMUNICATIONS REFUND	9.87
51015	COMPUTER SYS ASSOC	DOOR HUBS	138.84
51016	COMSONICS INC	ENCODER	1,941.76
51017	CONSORTIA CONSULTING	CONSULTING SERVICES	1,650.00
51018	KELLY COOK	COMMUNICATIONS REFUND	97.83
51019	CUMMINS SALES AND SERV	TOWER INSPECTION	913.20
51020	DAN-D LASER CARTRIDGES	TONER	165.85
51021	DEGEN, ERIC	MISC REIMBURSEMENT	19.73
51022	DEX MEDIA EAST	ADVERTISING	79.00
51023	DGR ENGINEERING	WATER TREATMENT PLANT STUDY	3,682.50
51024	DORNBIER, DALE	MISC REIMBURSEMENT	25.95
51025	DUMP IT INC.	DUMPSTER	389.46
51026	TAMMY ECKSTEIN	COMMUNICATIONS REFUND	23.86
51027	ELECTRICAL MATERIALS CO.	SUPPLIES	815.65
51028	ELECTRONIC ENGINEERING	PAGER SERVICE	29.85
51029	FASTENAL COMPANY	MATERIALS	363.86
51030	FRNDS OF ALGONA PUB.LIB	POETRY CONTEST	25.00
51031	YUMERKY CALA GAINZA	COMMUNICATIONS REFUND	19.98
51032	JAY GEVING	TRUSTEE FEES	75.00
51033	JAY GEVING	COMMUNICATIONS REFUND	34.78
51034	DAVID GOLWITZER	TRUSTEE FEES	75.00
51035	GRAYBAR ELECTRIC CO INC	SUPPLIES	203.57
51036	JORINE HENELY	COMMUNICATIONS REFUND	22.41
51037	DON HEUPEL	TRUSTEE FEES	75.00
51038	PAIGE HOFFMEYER	COMMUNICATIONS REFUND	41.28
51039	IAEE	BRONZE SPONSOR	500.00
51040	INFO DOG SECURITY, LLC	SHREDDING SERVICES	101.30
51041	IOWA ASSN OF MUNI UTIL	WATT HOUR METERING WORKSHOP	6,817.00

51042	IOWA COMMUNICATIONS ALL	MEMBERSHIP RENEWAL	5,510.70
51043	IOWA OUTDOORS	RENEWAL	15.00
51044	IRBY	INVENTORY	184.20
51045	JCL SOLUTIONS	SUPPLIES	39.75
51046	JENNINGS, ROBERT M.	MISC REIMBURSEMENT	78.00
51047	JOHN DEERE FINANCIAL	PARTS	384.57
51048	JOHNSTON AUTOSTORES	PARTS	59.61
51049	KOSSUTH COUNTY	ANNEX - LIGHTING REBATE	1,351.00
51050	LICHTER'S GARAGE OPENER	SERVICES	154.08
51051	MABELINE LOVSTAD	COMMUNICATIONS REFUND	1.45
51052	MCMAHON LAW FIRM	LIGHTING REBATE	160.00
51053	MEYER HOME IMPROV	REPAIR SERVICES	187.50
51054	MIDAMERICAN COMP CORP	BILLING SERVICES	4,260.52
51055	MIDAMERICAN ENERGY	SERVICE	91.02
51056	JULIE MURPHY	TRUSTEE FEES	75.00
51057	MATHEW NEISEN	COMMUNICATIONS REFUND	42.13
51058	NEU STAR	SOW & LNP	282.45
51059	NMC-WOLLARD	PARTS	189.05
51060	NORTH IOWA MECHANICAL	SERIVCE CALL	74.90
51061	NORTHWEST COMM NTWRK	BANDWIDTH	581.50
51062	POWER & TELEPHONE SUP	SPLITTERS	1,722.48
51063	POWER LINE SUPPLY	TAPE	95.87
51064	DOUGLAS/ASHLEY RAHE	COMMUNICATIONS REFUND	150.18
51065	REDING GRAVEL & EXC.	NATE CARR WATER REPAIR	2,294.71
51066	KAREN SCHAAF	TRUSTEE FEES	75.00
51067	STEFFEN TRUCK EQUIP	PARTS	192.96
51068	STUNDAHL CLEANING	CLEANING SERVICES	1,000.00
51069	T&R ELECTRIC	TRANSFORMER	3,800.00
51070	TANTALUS	ANNUAL MAINTENANCE & SUPPORT	30,785.03
51071	THREADS	EMPLOYEE CLOTHING	85.60
51072	TRINITY WIND, LLC	POWER PURCHASED	8,567.30
51073	VANTAGE POINT	CONSULTING SERVICES	352.50
51074	VERMEER	BALANCE REMAINDER	17.73
51075	VILETA, HEATH	MISC REIMBURSEMENT	19.30
51076	WALLACE WATER COND.	RENTAL SERVICES	24.61
51077	VERLA WEGENER	WINDOW REBATE	515.23
51078	WHEELER WORLD INC	REPLACEMENT OF OIL PUMP	6,515.35
51079	WINDOW ACCENTS	REPAIR SERVICES	35.00
51080	WISCONSIN ENERGY CONS	LED LIGHTING REBATE PROGRAM	634.20
51081	MARY JO ZUMACH	COMMUNICATIONS REFUND	21.60
8802278	NATIONAL CABLE TV COOP	SUBS	67,167.29
8802279	NIMECA	POWER	370,504.03
8802280	ALGONA MUNICIPAL UTIL	TRANSFER SELF INS/ FLEX TO BK ACCTS	129,619.82
8802281	EFTPS TRANSFER	PAYROLL TAXES	22,124.07
8802282	INTERSTATE TRS FUND	ASSESSMENT	248.87
8802283	TREASURER STATE OF IOWA	STATE INCOME WITHHOLDING	11,434.00
8802284	EFT - SALES TAX TRANSFER	SALES TAX	12,188.00
8802285	TREASURER, STATE OF IA	USE TAX	4,057.00
8802286	EFT - SALES TAX TRANSFER	SALES TAX	25,420.00
8802287	IOWA STATE BANK	COMM LOAN PAYMENT	18,723.17
8802288	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
8802289	UPS	SHIPPING	40.39
8802290	NATIONAL CABLE TV COOP	SUPPLIES	2,846.31
8802291	EFTPS TRANSFER	PAYROLL TAXES	19,942.88
8802292	IPERS	IPERS WITHHOLDING	26,351.59
8802293	TREASURER STATE OF IOWA	STATE WITHHOLDING	8,162.00
8802294	MIDAMERICAN ENERGY	CASH REQUIREMENT - NEAL 4	41,000.00