

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 May 9, 2018 at 11:00 A.M.

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

Absent: None.

Also Present: John Bilsten, General Manager, Sandra Batt, Secretary – Chief Financial Officer, Scott Buchanan, General Counsel and guests Aaron Olson, Partner from T.P. Anderson and Company, Krista Wenzel from Consortia Consulting, and Lowell Roethler, AMU Communications Superintendent.

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

The consent agenda included roll call, adoption of the agenda, approval of the April 4, 2018 regular meeting minutes, and approval of the monthly vouchers. Trustee Heupel moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

Aaron Olson, a Partner with T.P. Anderson & Company presented the Board with the 2017 Algona Municipal Utilities Financial Audit. Trustee Heupel moved to place the audit on file, seconded by Trustee Schaaf. Motion carried unanimously.

Krista Wenzel from Consortia Consulting presented to the Board, different scenarios of Five-Year Cash Flow and Cost Analyses for the Communication Fund. The report was derived from 2013 – 2017 audited financial information, 2018 year-to-date financial information, programming expense data, subscription counts and current pricing structure. Assumptions were made for future years. After discussion, it was determined that more information was needed and the discussion will continue at the next Board meeting.

Financial Statements for January, February and March 2018 were presented by the Chief Financial Officer. Trustee Schaaf moved to approve the Financial Statements and place them on file, seconded by Trustee Murphy. Motion carried unanimously.

The Board tabled the Public Hearing on 2018 Communication rates until the next Board meeting, which is now scheduled for June 7, 2018.

The Board set the date and time for a Public Hearing on the purchase of property. Trustee Golwitzer moved to set the date and time as June 7, 2018 at 11:00 A.M., seconded by Trustee Murphy. Motion carried unanimously.

The General Manager updated the Board on the West Substation 69kV Breaker Upgrade Project, personnel changes and the office renovation.

The next meeting is scheduled for June 7, 2018 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 1:15 P.M.

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

Attest:

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

Chk #	Vendor	Description	Amount
51481	ALGONA MUNICIPAL UTIL	COMM/UTILITY STATEMENT	\$ 16,297.80
51482	BUCHANAN BIBLER & GABOR	LEGAL SERVICES	1,625.00
51483	CENTURYLINK	MONTHLY ACCESS CHARGE	305.43
51484	DAN-D LASER CARTRIDGES	TONER	69.55
51485	MIDAMERICAN ENERGY	SERVICE	74.22
51486	NORTHWEST COMM NETWORK	BANDWIDTH	581.50
51487	WSI CORPORATION	WEATHER SERVICE	296.84
51488	CENTURYLINK	LOCAL MSG COMPENSATION	0.86
51489	ALGONA CHAM. OF COMMERCE	VOID CHECK	-
51490	AHS AFTER PROM	VOID CHECK	-
51491	SANDY BATT	VOID CHECK	-
51492	ALEX FRIEDRICH	VOID CHECK	-
51493	I&S GROUP, INC	VOID CHECK	-
51494	IA LAKES COLLEGE FOUND.	VOID CHECK	-
51495	IGLASS NETWORKS	VOID CHECK	-
51496	IOWA ASSN OF MUNI UTILITIES	VOID CHECK	-
51497	KOSSUTH REG. HLTH CNTR	VOID CHECK	-
51498	SMITH, DANIEL	VOID CHECK	-
51499	ALGONA CHAM. OF COMMERCE	CHAMBER BUCKS	4,675.00
51500	AHS AFTER PROM	DONATION	25.00

51501	SANDY BATT	MISC REIMBURSEMENT	200.19
51502	ALEX FRIEDRICH	REIMBURSEMENT BOOTS	109.80
51503	I&S GROUP, INC	WATER MAIN REPLACE - MAIN ST	5,855.75
51504	IA LAKES COLLEGE FOUND.	SCHOLARSHIP EVNT DONATION	250.00
51505	IGLASS NETWORKS	MONITORING SERVICES	500.00
51506	IOWA ASSN OF MUNI UTILITIES	EIA - 861 REPORT	150.00
51507	KOSSUTH REG. HLTH CNTR	WELLNESS SCREENING	226.00
51508	SMITH, DANIEL	MISC REIMBURSEMENT	29.00
51509	A & M LAUNDRY	SERVICE	38.73
51510	AFLAC	PREMIUM	796.78
51511	ALGONA CHAM. OF COMMERCE	WOMEN NETWORKING	410.00
51512	ALGONA MUNICIPAL UTILITIE	1ST QTR PROJECT SHARE MATCH	410.50
51513	ALGONA PUBLISHING CO.	ADVERTISING	1,015.50
51514	ALLSTATE TOWER, INC	TOWER SERVICE	3,675.00
51515	AL'S REPAIR	SERVICE	77.04
51516	ALTEC INDUSTRIES INC.	UNIT 4 REPAIR	497.20
51517	AMERICAN PUBLIC POWER	JOHN BILSTEN REGISTRATION	1,455.00
51518	AMERICAN WATER WORKS	MEMBERSHIP DUES	360.00
51519	ARNOLD MOTOR SUPPLY	SUPPLIES	120.39
51520	AUREON NETWORK SERVICES	NETWORK SERVICES	11,402.14
51521	BIG 10	SUBS	2,593.08
51522	BILSTEN, JOHN	MISC REIMBURSEMENT	32.58
51523	BORDER STATES ELECTRIC	SERVICE	5,797.66
51524	BUILDERS FIRST SOURCE	UNIT 11 MATERIAL	202.90
51525	BUSCHER BROS. CORPORATION	SUPPLIES	78.71
51526	BUSCHER'S SERVICE CENTER	FUEL	215.22
51527	CARLSON DETTMANN CONSULT	COMPENSATION STUDY	3,750.00
51528	CHROME COUNTRY INN	SERVICE	60.81
51529	CHROME TRUCK STOP	FUEL	15.98
51530	CINTAS CORPORATION #754	SUPPLIES	212.81
51531	COMSONICS INC	SUPPLIES	717.03
51532	CONCEPTS IN DESIGN	OFFICE BUILDING	1,812.55
51533	CONFLUENT	EQUIPMENT	2,861.29
51534	COOK'S SCRAP IRON & METAL	SCRAP IRON	136.61
51535	CORE3 TECHNOLOGIES	CISCO 12 PPORT CATALYST 4500	15,600.00
51536	CROSSROADS ALGONA	FUEL	47.50
51537	DAIRY QUEEN(RINDONE)	LIGHTING REBATE	757.90
51538	DAN-D LASER CARTRIDGES	TONER	42.80
51539	DEAN MEYER ELECTRIC	OFFICE OUTSIDE LIGHTING	133.25
51540	DEX YP	ADVERTISING	79.00
51541	DIVERSIFIED ADJ SERVICE	COLLECTION SERVICE	459.66
51542	DUMP IT INC.	WASTE REMOVAL	327.96
51543	EISCHEN SALES INC	DECK OVER TRAILER SUPPLIES	185.71
51544	ERPELDING EXCAVATING ENT	TRANSMISSION LINE TREES	3,148.39
51545	ESRI, INC	GIS TRAINING	13,600.00
51546	FASTENAL COMPANY	SUPPLIES	356.45
51547	FIVE STAR TOOL & SUPPLY	SUPPLIES	122.94
51548	FOUNDERS' DAY	FOUNDERS DAY DONATION	500.00
51549	FOX SPORTS NET NORTH	SUBS	7,038.36
51550	GRACENOTE MEDIA SERVICES	ZAP2IT WEATHER	88.25
51551	GRAYBAR ELECTRIC CO INC	SUPPLIES	714.38
51552	HAWKINS INC.	CHEMICALS	3,467.54
51553	HYGIENIC LABORATORY - AR	TESTING	97.50
51554	I&S GROUP, INC	MAIN STREET WATER	2,559.39
51555	IGLASS NETWORKS	MONITORING SERVICE	500.00
51556	IOWA ONE CALL	SERVICE	40.30
51557	IRBY	INVENTORY	243.70
51558	JACK'S OK TIRE SERVICE	UNIT 11 TIRES	860.71
51559	JACK'S OK TIRE SERVICE	LIGHTING REBATE	5,705.00
51560	JCL SOLUTIONS	SUPPLIES	77.35
51561	JOHNSTON AUTOSTORES	SUPPLIES	15.97
51562	K & H COOP OIL CO.	FUEL	1,632.59
51563	KENNE, PAUL	REPAIR SHOP CLOCK	178.85
51564	KIRKWOOD COMM COLL.	J PROTHMAN REGISTRATION	125.00
51565	KLGA & KLGZ	ADVERTISING	810.00
51566	KOSSUTH COUNTY CONCERT	KOSS CNTY CONCERT SPONSOR	350.00
51567	MIDAMERICAN ENERGY	GAS SERVICE	190.03
51568	MIDAMERICAN ENERGY CO.	GENERATOR GAS SERVICE	384.10
51569	NEU STAR	LNP	45.00
51570	NEXSTAR	SUBS/RETRANSMISSION	6,291.73

51571	NG-911, INC	DATABASE MANAGEMENT	150.00
51572	NIMECA	RESCO - INVENTORY	101,795.47
51573	NORTH IA LUMBER	SUPPLIES	19.98
51574	NORTHERN IA COMM	BANDWIDTH	4,436.54
51575	NORTHLAND CONSTRUCTION	SHOP BLOCK WORK	193.29
51576	POWER LINE SUPPLY	INVENTORY	9,227.46
51577	PRECISION MIDWEST	SUPPLIES	1,953.42
51578	PROFESSIONAL COMP SYSTEMS	UTILISMART	1,113.00
51579	ROVI	SUBS	1,285.71
51580	SECURITY COVERAGE	SECURE IT PLUS	46.20
51581	SHOWTIME NETWORKS INC	SUBS	338.31
51582	SINCLAIR BROADCAST GROUP	RETRANSMISSION	3,842.85
51583	SKARSHAUG TESTING LABS	TESTING SERVICE	153.76
51584	STUEVE CONSTRUCTION CO	LIGHTING REBATE	3,440.00
51585	T.P. ANDERSON COMPANY	AUDIT SERVICE	4,300.00
51586	TEREX SERVICES	UNIT 4 SERVICE/REPAIR	4,516.52
51587	THE GARAGE DOOR COMPANY	SERVICE	192.40
51588	THE RETROFIT COMPANIES, INC	LIGHTING RETROFIT	1,217.66
51589	THREADS	LINDSEY CLOTHING	179.76
51590	TOWER DISTRIBUTION CO	SUBS	4,767.20
51591	TRUPKE ELECTRIC MOTOR	SUPPLIES	14.58
51592	WALLACE WATER COND.	RENTAL SERVICE	24.61
51593	WESCO DISTRIBUTION INC.	SUPPLIES	39,016.08
51594	WISCONSIN ENERGY CONS	LED	1,232.64
51595	BAER, SHEILA	VOID CHECK	-
51596	BAER, SHEILA	FLEX REIMBURSEMENT	194.01
51597	CITY OF ALGONA	COMMUNICATIONS - TRANSFER	509,220.16
51598	IOWA SHRINE BOWL GAMES	SPONSORSHIP	80.00
51599	JENNINGS, ROBERT M.	MILEAGE CCR WORKSHOP	89.38
51600	JOHNSTON AUTOSTORES	PARTS	273.78
51601	LINCOLN LIFE	DEFERRED COMP	3,943.28
51602	BOMGAARS	SUPPLIES	1,071.67
51603	CARD CENTER	PURCHASES	1,722.55
51604	FAREWAY STORES	SUPPLIES	111.22
51605	STEVE GRANDGENETT	MISC REIMBURSEMENT	4.26
51606	HEARST TELEVISION	SUBS/RETRANSMISSION	5,508.51
51607	HY-VEE	SUPPLIES	111.21
51608	METLIFE SMALL BUS CENTER	PREMIUMS	2,887.97
51609	SECURITY COVERAGE	SECUREIT PLUS	46.20
51610	VILETA, HEATH	MISC REIMBURSEMENT	19.05
51611	VITZTHUM, ROD	MISC REIMBURSEMENT	545.21
51612	WELLMARK HEALTH PLAN	PREMIUMS	29,430.71
51613	ACCESS PROPERTY MGMT	VOID CHECK	-
51614	ACCESS SYSTEMS	VOID CHECK	-
51615	ADVANCED CONTROL SYSTEMS	VOID CHECK	-
51616	ALGONA MUNICIPAL UTILITIES	VOID CHECK	-
51617	ALGONA PLG. & HTG.	VOID CHECK	-
51618	ACCESS PROPERTY MGMT	WINDOW REBATE	264.00
51619	ACCESS SYSTEMS	MICROSOFT EXCHANGE	342.00
51620	ADVANCED CONTROL SYSTEMS	CONTRACT	2,092.96
51621	ALGONA MUNICIPAL UTILITIES	COMM UTILITY/TANTALUS/B TANK	16,826.51
51622	ALGONA PLG. & HTG.	BASEMENT PLUMBING	38.95
51623	ALGONA PLUMBING & HEATING	ADVERTISING REBATE	100.00
51624	A-TEC ENERGY CORP.	BULBS	338.66
51625	BRIDGET/TYLER ATKINSON	WINDOW REBATE	263.70
51626	KEVIN/SUSAN BANGERT	CUSTOMER REFUND	173.35
51627	JAMES BLUMER	CUSTOMER REFUND	359.90
51628	AMBER BRACE	CUSTOMER REFUND	18.64
51629	BROWN SUPPLY COMPANY	WATER MAIN BREAK/SERV REP	777.53
51630	BUGS N STUFF	SERVICE	87.74
51631	CENTRAL IOWA DISTRIBUTING	SOAP	88.50
51632	CENTURYLINK	LONG DISTANCE SERVICE	128.56
51633	CENTURYLINK	MONTHLY ACCESS CHRG	305.43
51634	CENTURYLINK	LOCAL MSG COMPENSATION	0.60
51635	CONFLUENT	CUSTOMER REFUND	475.00
51636	CONSORTIA CONSULTING	CONSULTING SUPPORT	1,650.00
51637	DGR ENGINEERING	WATER TRTMNT PLANT STUDY	4,569.00
51638	TAYLER EISCHEN	CUSTOMER REFUND	18.53
51639	EISCHEN SALES INC	BREAK AWAY KIT	14.98
51640	NANCY ELBERT	CUSTOMER REFUND	10.86

51641	ELECTRONIC ENGINEERING	PAGER SERVICE	29.85
51642	ELEVATOR SERVICE INC.	CRANE WORK	321.00
51643	FASTENAL COMPANY	SUPPLIES	408.61
51644	FOERTSCH P & H	ADVERTISING REBATE	86.10
51645	JOE GARMAN	CUSTOMER REFUND	88.90
51646	JAY GEVING	TRUSTEE FEE	75.00
51647	GISEDGE, INC.	REGIS FEE FOR TRAINING	1,200.00
51648	DAVID GOLWITZER	TRUSTEE FEE	75.00
51649	ALBERTA GRUVER	CUSTOMER REFUND	45.66
51650	DAVE HEDLUND	CUSTOMER REFUND	73.91
51651	DON HEUPEL	TRUSTEE FEE	75.00
51652	INFO DOG SECURITY, LLC	SHREDDING SERVICE	58.85
51653	IRBY	STREET LIGHT BULBS	454.20
51654	JOHN DEERE FINANCIAL	CASE TRENCHER PARTS	172.69
51655	CHERYL JORDAN	CUSTOMER REFUND	11.66
51656	KOSS. REGIONAL HEALTH CTR	WORKMANS COMP	247.00
51657	KOSSUTH COUNTY EMERGENCY	TOTAL COLLECTION PER ACCESS	4,771.08
51658	KRIZ-DAVIS CO.	SUPPLIES	3,490.81
51659	M&M CONTROL SERVICE, INC	COOPER UNIT	1,079.00
51660	GLORIA MCCLURE	CUSTOMER REFUND	178.26
51661	MIDAMERICAN COMP CORP	TRAVEL EXPENSE	9,416.56
51662	MIDAMERICAN ENERGY	SERVICE	72.36
51663	DONNA MULLER	CUSTOMER REFUND	6.05
51664	JULIE MURPHY	TRUSTEE FEE	75.00
51665	NIMECA	HUBBELL ELBOW 15KV 600A	2,683.81
51666	NORTH IOWA APPLIANCE CNTR	ADVERTISING REBATE	100.00
51667	NORTH IOWA COMM. ACTION	CUSTOMER REFUND	390.94
51668	NORTHWEST COMM NETWORK	BANDWIDTH	581.50
51669	PRINT SHOPPE PLUS	METER CHANGE REPORT FORMS	26.00
51670	PROFESSIONAL COMP SYSTEMS	PROCESSING FOR MARCH	2,241.42
51671	JUSTIN RAYMOND	CUSTOMER REFUND	1.86
51672	KAREN SCHAAF	TRUSTEE FEE	75.00
51673	SKARSHAUG TESTING LABS	TESTING	35.15
51674	SPENCER MUNICIPAL UTILITIES	TELEPHONE SWITCHING SERVICE	2,350.13
51675	STEVE CARLSON CONST	PATCH CUSTOMER CEILING	162.50
51676	STUNDAHL CLEANING	OFFICE CLEANING	1,000.00
51677	THE GARAGE DOOR COMPANY	HINGE FOR OVERHEAD DOOR	9.82
51678	THREADS	EMPLOYEE CLOTHING	224.70
51679	UTILITIES PLUS ENERGY SERV	TRANS, BREAKER, RELAY TESTING	16,950.00
51680	VANTAGE POINT	ROUTER CONFIG CONSULTING	8,395.00
51681	KRISTEN WATSON	CUSTOMER REFUND	6.66
51682	JENNIFER WEAVER	CUSTOMER REFUND	75.02
51683	WSI CORPORATION	WEATHER SERVICE	296.84
51684	MARY JO ZUMACH	CUSTOMER REFUND	21.60
51685	IOWA ASSN OF MUNI UTILITIES	E-PAYS LOAN PROGRAM	6,000.00
8802339	MIDAMERICAN ENERGY	NEAL 4 CASH REQUEST	176,000.00
8802340	UPS	SHIPPING	55.14
8802341	TREASURER STATE OF IOWA	STATE INCOME TAX	7,923.00
8802342	IPERS	IPERS CONTRIBUTIONS	25,449.39
8802343	CITY OF ALGONA	WATER PLANT - SEWER USAGE	2,955.19
8802344	EFTPS TRANSFER	PAYROLL TAXES	19,182.51
8802345	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,153.36
8802346	USAC	MECHANISM CHARGES	1,528.91
8802347	US CELLULAR	SERVICE	73.25
8802348	EFT - SALES TAX TRANSFER	SALES TAX	11,998.00
8802349	TREASURER, STATE OF IOWA	USE TAX REMITTANCE	4,352.00
8802350	UPS	SHIPPING	34.70
8802351	INTERSTATE TRS FUND	MONTHLY ASSESSMENT	248.87
8802352	EFTPS TRANSFER	PAYROLL TAXES	20,622.40
8802353	NATIONAL CABLE TV COOP	SUBS	71,886.06
8802354	NATIONAL CABLE TV COOP	SUPPORT SERVICES	385.42
8802355	NATIONAL CABLE TV COOP	SUPPLIES	3,389.79
8802356	EFT - SALES TAX TRANSFER	SALES TAX	25,920.00
8802357	UPS	SHIPPING	22.27
8802358	IOWA STATE BANK	COMM LOAN PAYMENT	18,723.17
8802359	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
8802360	TREASURER STATE OF IOWA	STATE INCOME TAX WITHHOLD	8,208.00
8802361	NIMECA	POWER	267,517.37
8802362	IPERS	IPERS WITHHOLDING	25,279.40
8802363	MIDAMERICAN ENERGY	NEAL 4 CASH REQUIREMENT	204,000.00

