

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 at the Algona Municipal Utilities office, 104 W. Call Street, Algona, Iowa on February 28, 2019 at 11:00 A.M.

Present: Julie Murphy, Chairperson Pro Tem; Trustees – Don Heupel, Karen Schaaf, and David Golwitzer.

Absent: Jay B. Geving

Present in person: John Bilsten, General Manager and Sandra Batt, Secretary – Chief Financial Officer. Others present via telephone: Matt Oedekoven from DGR Engineering.

Chairperson Pro Tem Murphy called the meeting to order at 11:00 A.M.

The consent agenda included roll call, adoption of the agenda, approval of the January 30, 2019 regular minutes, and approval of the monthly vouchers. Trustee Golwitzer moved to approve the consent agenda, seconded by Trustee Schaaf. Motion carried unanimously.

The Chief Financial Officer presented an overview of the 2018 audited financial statements, noting adjustment for IPERS and Neal 4 Equipment. It was reported that the audit and audit reports should be complete by the next Board meeting on March 20, 2019.

The General Manager provided an update on the office remodeling project, the work being completed on the installation of the 69kV circuit breakers and the American Public Power Association's Demonstration of Energy & Efficiency Development (DEED) program. Discussion followed.

Matt Oedekoven from DGR Engineering, presented financial projections using proposed water rates. An Infrastructure Reinvestment Fee was introduced as a way to provide additional funding for future water main projects.

The General Manager presented a proposal for Emission Compliance Testing. Trustee Schaaf moved to approve the low bidder for the testing, seconded by Trustee Heupel. Motion carried.

The General Manager presented the date and time for Bid Letting for the Main Street Water Main Improvement Project, Phase 2 as March 19, 2019 at 11:00 AM, whereby bids would be received and opened. Trustee Heupel moved to approve the date and time, Trustee Golwitzer seconded. Motion carried unanimously.

The General Manager presented the date and time for the Public Hearing for the Main Street Water Main Improvement Project, Phase 2. March 20, 2019, 11:00 AM would be the date and time set to approve plans and specifications, the proposed form of contract and the cost of the winning bid. Trustee Heupel moved to approve the date and time, Trustee Schaaf seconded. Motion carried unanimously.

Resolution 2019-01 was provided by the General Manager. This resolution establishes avoided cost rates for the purchase of excess generation produced by a Qualifying Distributed Generation Facilities. Trustee Schaaf moved to approve Resolution 2019-01, Trustee Heupel seconded. Motion carried unanimously.

The General Manager presented the date and time for the Public Hearing on Water Rates as March 20, 2019 at 11:00 AM. Trustee Heupel moved to approve the date and time, Trustee Golwitzer seconded. Motion carried unanimously.

The next meeting is scheduled for March 20, 2019 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 12:15 P.M.

/s/ Julie Murphy  
Julie Murphy, Chairperson Pro Tem

Attest:

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

	PAYROLL		122,264.97
53329	LINCOLN LIFE	DEFERRED COMPENSATION	4,003.08
53330	IOWA DEPT OF TRANSPORTATION	USE TAX-NEW 2017 PICKUP	1,735.63
53331	ERPELDING, TIM	WIND PARK EASEMENT AGREEMENT	6,819.85
53332	ACCESS SYSTEMS	SERVICE	2,418.86
53333	ADVANCED MEDIA TECHNOLOGIES	PROFESSIONAL SERVICE	267.50
53334	ALGONA MUNICIPAL UTILITIES	PAPERLESS BILLS AMU	17,278.09
53335	BORDER STATES ELECTRIC	SUPPLIES	573.69
53336	BROWN SUPPLY COMPANY	SUPPLIES	1,576.69
53337	BUGS N STUFF	SERVICE	92.02
53338	CENTRAL IOWA DISTRIBUTING	SUPPLES	190.90
53339	CENTURYLINK	ACCESS CHARGE	305.43
53340	CONSORTIA CONSULTING BY TELEC	CONSULTING	1,650.00
53341	CUMMINS SALES AND SERVICE	TOWER INSPECTION	950.45
53342	CUSTOM COUNTERTOPS & MORE	OFFICE REMODEL	2,773.00
53343	DEAN MEYER ELECTRIC	SERVICE	4,269.33
53344	DEGEN, ERIC	EXPENSE	18.41
53345	FASTENAL COMPANY	SUPPLIES	85.03
53346	FIVE STAR TOOL & SUPPLY	TOOL CHEST	3,210.00
53347	FRIENDS OF ALGONA PUB.LIB	POETRY CONTEST	25.00
53348	JAY GEVING	TRUSTEE FEE	75.00
53349	DAVID GOLWITZER	TRUSTEE FEE	75.00

53350	DON HEUPEL	TRUSTEE FEE	75.00
53351	IRBY	LED UTILITY FLOOD	2,075.80
53352	METLIFE SMALL BUSINESS CENTER	PREMIUMS	6,147.34
53353	MIDAMERICAN ENERGY	SERVICE	74.30
53354	JULIE MURPHY	TRUSTEE FEE	75.00
53355	NORTHWEST COMM NETWORK	BANDWIDTH	616.50
53356	PROFESSIONAL COMPUTER SYSTEMS	CRC INTERFACE	3,001.79
53357	SAFETAY-KLEEN	SUPPLIES	213.16
53358	KAREN SCHAAF	TRUSTEE FEE	75.00
53359	SPENCER MUNICIPAL UTILITIES	SWITCH SERVICE	2,265.00
53360	STEFFEN TRUCK EQUIPMENT INC	PARTS	195.67
53361	BENJAMIN STONE	WINDOW REPLACEMENT	62.50
53362	STUNDAHL CLEANING	CLEANING	1,000.00
53363	THE RETROFIT COMPANIES, INC	SUPPLIES	172.70
53364	THREADS	EMPLOYEE CLOTHING	428.00
53365	US POSTAL SERVICE (POSTAGE)	POSTAGE	2,000.00
53366	WELLMARK HEALTH PLAN	PREMIUMS	2,033.39
53367	WESCO DISTRIBUTION INC.	SUPPLIES	6,753.95
53368	WHEELER WORLD INC	SUPPLIES	123.71
53369	KOSSUTH COUNTY EMERGENCY MNGT	911 SURCHARGE	4,856.05
53370	DEPOSITORY TRUST	AUDIT CONFIRMATION	102.00
53371	A & M LAUNDRY	SUPPLIES	38.73
53372	ALGONA KINGDOM HALL	LIGHING REBATE	994.00
53373	BOMGAARS	SUPPLIES	938.81
53374	BORDER STATES ELECTRIC	SUPPLIES	9.57
53375	BUSCHER'S SERVICE CENTER	FUEL	681.84
53376	CENTURYLINK	ACCESS CHARGE	24.08
53377	ROB/BARB DECKER	WINDOW REBATE	120.70
53378	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	154.32
53379	EMAGINE, LLC	SERVICE	75.00
53380	JASON FETT	MILEAGE REIMBURSEMENT	158.05
53381	HAWKINS INC.	CHEMICALS	424.77
53382	INCA NETWORKS INC	2019 SUPPORT & MAINTENANCE	5,590.00
53383	ROBERT JENNINGS	KIWANIS REIMBURSEMENT	50.00
53384	K & H COOP OIL CO.	FUEL	86.65
53385	JERRY LARSEN	SAFETY GLASSES REIMBURSEMENT	100.00
53386	MIDAMERICA COMP CORP	CUSTOMER MASTER SEAT	1,070.00
53387	MIDAMERICAN ENERGY	ENERGY AUDITS	633.91
53388	NAPA AUTO PARTS-ALGONA	PARTS	25.39
53389	NORTH IA LUMBER	MATERIALS	4,614.58
53390	NORTHERN IOWA COMMUNICATIONS	BANDWIDTH	5,450.32
53391	RENTAL ZONE, LLC	PORTABLE MIXER RENTAL	38.52
53392	ROETHLER, LOWELL	MILEAGE REIMBURSEMENT	130.80
53393	TRINITY WIND, LLC	POWER PURCHASED	13,061.86
53394	ZIEGLER INC.	PARTS	3,221.89
53395	ACCESS SYSTEMS	MEMORY MODULE	11,035.96
53396	ADGORILLA	TECH SUPPORT FOR AD INSERTION	1,200.00
53397	ADVANCED MEDIA TECHNOLOGIES	MEDIA SERVICE	1,032.71
53398	ALGONA MUNICIPAL UTILITIES	NOON KIWANIS RADIO AUCTION	100.00
53399	ALGONA PLG. & HTG.	OFFICE REMODEL	367.68
53400	ALGONA PUBLISHING CO.	ADVERTISING	512.41
53401	AL'S REPAIR	SHARPEN PARTS	51.36
53402	AMERICAN GLASS COMPANY	OFFICE REMODEL	3,000.00
53403	ARNOLD MOTOR SUPPLY	SUPPLIES	321.31
53404	AUREON NETWORK SERVICES	SERVICES	11,068.13
53405	GARY & PAT BERNAU	CA REBATE	500.00
53406	BGHS AFTER PROM PARTY	AFTER PROM	25.00
53407	BIG 10	SUBS	2,564.73
53408	BROWN SUPPLY COMPANY	SUPPLIES	197.52
53409	BUSCHER BROS. CORPORATION	PART	6.94
53410	CENTRAL IOWA DISTRIBUTING	SUPPLIES	369.10
53411	CHROME TRUCK STOP	FUEL	1,028.10
53412	CITY MAGNET, INC	MAGNETS	669.10
53413	CONCEPTS IN DESIGN	OFFICE REMODEL	536.80
53414	COOK'S SCRAP IRON & METAL	SUPPLIES	582.97
53415	COOPERATIVE RESPONSE CENTER	SERVICE	1,656.58
53416	COTTINGHAM & BUTLER INSURANCE	ASSESSMENT	1,419.98
53417	CRESCENT ELECTRIC SUPPLY	SUPPLIES	48.42
53418	DEGEN EXTINGUISHER & REPAIR	EXTINGUISHER UNIT 9	80.25
53419	DUMP IT INC.	SERVICE	345.88

53420	EISCHEN SALES INC	PARTS	8.93
53421	ELECTRICAL MATERIALS CO.	ELEMENT	86.15
53422	FAREWAY STORES	SUPPLIES	256.25
53423	FASTENAL COMPANY	SUPPLIES	230.02
53424	FOX SPORTS NET NORTH	SUBS	6,864.06
53425	GRACENOTE MEDIA SERVICES, LLC	MEDIA SERVICE	88.25
53426	HOMETOWN DISTRIBUTING LLC	SUPPLIES	20.87
53427	HORMEL FOODS	HEAT PUMP	300.00
53428	HYGIENIC LABORATORY - AR	TESTING	97.50
53429	IGLASS NETWORKS	NETWORK MONITORING	500.00
53430	IOWA UTILITIES BOARD	ASSESSMENT CHARGES	160.50
53431	IRBY	SUPPLIES	4,058.30
53432	JOHNSTON AUTOSTORES	PARTS	346.83
53433	KEMCO TIRES, INC.	UNIT 20	836.08
53434	KLGA & KLGZ	ADVERTISING	1,023.00
53435	KOSSUTH COUNTY ADVANCE	NEWSPAPER DONATIONA	125.00
53436	KOSSUTH COUNTY TRANSFER STATION	LOAD TO LANDFILL	40.00
53437	KOSSUTH REG. HEALTH CENTER	TESTING	420.00
53438	METERING & TECHNOLOGY SOLUTIONS	SUPPLIES	436.92
53439	MIDAMERICAN ENERGY	SERVICE	392.69
53440	MIDAMERICAN ENERGY CO.	GENERATOR POWER SUPPLY	462.00
53441	MIDWEST CONCRETE CUTTING INC	OFFICE REMODEL	510.00
53442	MIDWEST UNDERGROUND SUPPLY	CHIPPER PARTS	94.05
53443	NEXSTAR	SUBS	6,857.90
53444	NG-911, INC	DATABASE MANAGEMENT	150.00
53445	ADAM AND JILL ORBAN	WINDOW REPLACEMENT	494.20
53446	PMC ADVANTAGE SERVICES, INC	POLICY CHANGE	251.00
53447	PRINT SHOPPE PLUS	SELF INKING STAMP	22.95
53448	PROFESSIONAL COMPUTER SYSTEMS	UTILISMART-FEBRUARY	1,135.10
53449	ROVI	SUBS	1,216.13
53450	SCHUMACHER WELL DRILLING	WELL #6	27,232.60
53451	SECURITY COVERAGE	SECUREIT PLUS	33.60
53452	SHOWTIME NETWORKS INC	SUBS	275.66
53453	SHRED-IT	SHREDDING SERVICE	403.48
53454	SIGN WORKS	LOGOS	226.67
53455	JAKE SIMPSON	REPLACEMENT HANDLE FOR SHOVEL	21.40
53456	SPORTSMANS CORNER	LIGHTING REBATE	940.00
53457	TELCORDIA TECHNOLOGIES	PORTABILITY CHRGS	98.62
53458	THE ENERGY GROUP	ENERGY AUDIT	474.25
53459	THE UPHOLSTERY SHOP	REPLACE SEAT	295.53
53460	THOMAS REUTERS TAX & ACCOUNTING	REF MATERIAL	1,220.00
53461	THREADS	EMPLOYEE CLOTHING-ERIC	1,516.19
53462	TOWER DISTRIBUTION CO	SUBS	4,779.88
53463	UNITED COMMUNICATIONS CORP	SUBS	4,109.30
53464	UNITYPOINT CLINIC-OCCUPATIONAL	TESTING SERVICE	84.00
53465	VANTAGE POINT	IPTV TROUBLESHOOTING	460.00
53466	ZIEGLER INC.	ENGINE MAINTENANCE	14,121.16
53467	ADAMS CABLE EQUIPMENT, INC	DCH-REFURBISHED	150.75
53468	ALGONA CHAM. OF COMMERCE	CHAMBER ANNUAL EVENT	2,265.60
53469	ALGONA HIGH SCHOOL AFTER PROM	ALGONA HIGH-AFTER PROM	25.00
53470	ASCAP	LICENSE FEE	380.20
53471	BROWN SHOE FIT CO	SUPPLIES	1,772.79
53472	CARD CENTER	EXPENSES	7,665.12
53473	CENTURYLINK	LD SERVICE	137.76
53474	CENTURYLINK	ACCESS CHARGE	0.48
53475	DAIRYLAND POWER COOPERATIVE	BILLING SERVICE	2,348.68
53476	FIVE STAR TOOL & SUPPLY	PARTS	877.24
53477	HEARST TELEVISION	SUBS	5,796.31
53478	I&S GROUP, INC	WATER MAIN LOOPING ALONG FINN DR	22,821.78
53479	IOWA ASSN OF MUNI UTILITIES	DUES	14,573.00
53480	LINCOLN LIFE	PREMIUMS	4,003.08
53481	METLIFE SMALL BUSINESS CENTER	PREMIUMS	3,511.97
53482	NATIONAL INFORMATION SOLUTIONS	CASH DRAWERS/CABLE FOR PRINTER	1,188.95
53483	SLIPSTREAM	LED-JANUARY	1,670.48
53484	MIKE STRIPLING	CRANE TRAINING IAMU	149.88
53485	TECH TIME	CUSTOMER COMPUTER	2,728.50
53486	THREADS	EMPLOYEE CLOTHING-ERIC	390.55
53487	BRETT VENTEICHER	WINDOW REPLACEMENT	269.41
8802601	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	1,256.00
8802602	EFT - SALES TAX TRANSFER	STATE SALES TAX	10,910.00

8802603	IOWA STATE BANK	LOAN	18,723.17
8802604	IOWA STATE BANK	LOAN	3,971.58
8802605	CITY OF ALGONA	FRANCHISE FEE	5,644.74
8802606	AFLAC	INS	964.54
8802607	TREASURER STATE OF IOWA	STATE-DEC 2018	8,715.00
8802608	EFTPS TRANSFER	TAX-JAN 2019	21,493.34
8802609	IOWA UTILITIES BOARD	IUB ASSESSMENTS	137.42
8802610	USDA	REDL LOAN	9,259.26
8802611	TREASURER, STATE OF IOWA	USE TAX	2,750.00
8802612	EFT - SALES TAX TRANSFER	STATE SALES TAX	21,190.00
8802613	EFT - SALES TAX TRANSFER	WATER SERVICE EXCISE TAX	3,114.00
8802614	MIDAMERICAN ENERGY	NEAL 4- FEB	224,000.00
8802615	SISCO	HEALTH INS-FEB	28,273.05
8802617	UPS	SERVICE	140.99
8802618	CITY OF ALGONA	SEWER USAGE	3,074.73
8802619	SISCO	FLEX	667.00
8802620	EFT - FEDERAL EXCISE TAX	FED TAX- FEB	1,190.84
8802621	EFT - SALES TAX TRANSFER	WATER SERV TAX - 1-31-2019	3,405.00
8802622	EFT - SALES TAX TRANSFER	SALES TAX - 1-31-2019	23,346.00
8802623	SISCO	FLEX	534.68
8802624	EFTPS TRANSFER	FED/FICA/MEDICARE-FEB	21,176.86
8802625	NATIONAL CABLE TELEVISION COOP	BLACK TRAPS	507.87
8802626	NATIONAL CABLE TELEVISION COOP	REMOTES	460.42
8802627	NATIONAL CABLE TELEVISION COOP	GROUND BLOCK/SURGE PROTECTOR	238.32
8802628	NATIONAL CABLE TELEVISION COOP	POWER SUPPLY BATTERY BACK UP	12,650.03
8802629	TREASURER STATE OF IOWA	STATE - JAN 2019	7,791.00
8802630	IPERS	JAN-2019	28,796.35
8802631	NATIONAL CABLE TELEVISION COOP	SUBS	74,553.17
8802632	INTERSTATE TRS FUND	TRS FUND	282.68
8802633	UPS	DELIVERY SERVICE	55.95
8802634	UPS	DELIVERY SERVICE	25.05
8802635	USAC	UNIVERSAL SERVICE CHARGE	1,591.84
8802636	NIMECA	NIMECA	202,593.73
8802637	SISCO	FLEX	1,023.50
8802638	SISCO	FLEX	10,650.23
8802639	AFLAC	PREMIUM	964.54
8802640	EFT - SALES TAX TRANSFER	SALES TAX	10,931.00
8802641	EFT - SALES TAX TRANSFER	WATER SERVICE TAX	1,249.00