

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 November 21, 2017 at 11:00 A.M.

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

Absent: None

Also Present: Brien Rindone, Chief Financial Officer; Sandra Batt, Secretary – Board of Trustees; Faye Schluter, Citizen

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

Chairperson Geving appointed Sandra Batt as the Secretary to the Board of Trustees. Trustee Golwitzer moved to approve the appointment, seconded by Trustee Murphy. Motion carried unanimously.

The consent agenda included adoption of the agenda, approval of the November 2, 2017 regular meeting minutes, and approval of the monthly vouchers. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Murphy. Motion carried unanimously.

Faye Schluter addressed the board regarding the real estate that may be purchased by the Utility.

Chairperson Geving called the Public Hearing for the 2018 Budget to order. The Chairperson noted no written or oral comments or objections. Trustee Schaaf moved to adjourn the Public Hearing, seconded by Trustee Heupel. Roll Call votes were as follows: Heupel, yes; Geving, yes; Schaaf, yes; Golwitzer, yes; Murphy, yes. Motion carried unanimously.

Chairperson Geving called the Public Hearing for Authorization to Approve the Purchase of Land. The Chairperson noted no written or oral comments or objections. Trustee Golwitzer moved to adjourn the Public Hearing, seconded by Trustee Schaaf. Roll Call votes were as follows: Heupel, yes; Geving, yes; Schaaf, yes; Golwitzer, yes; Murphy, yes. Motion carried unanimously.

The Board discussed the proposed purchase of real estate. No motion was made to proceed.

The Board reviewed the proposed budget for calendar year 2018. Trustee Murphy moved to approve the budget, seconded by Trustee Heupel. Motion carried unanimously.

The Chief Financial Officer updated the Board on an increase in the maximum participant (Employee) contribution to the AMU Flexible Benefits Plan. Trustee Golwitzer moved to approve the increase, seconded by Trustee Schaaf. Motion carried unanimously.

The Chief Financial Officer reviewed the 2018 Health Insurance renewal. Trustee Heupel moved to authorize the Chief Financial Officer to sign the renewal, seconded by Trustee Golwitzer. Motion carried unanimously.

The Board reviewed proposed changes to the 2018 Water rates.

The Board set the date and time for a Public Hearing on 2018 Water rates. Trustee Golwitzer moved to set the date and time as December 13, 2017, at 11:00 A.M., seconded by Trustee Schaaf. Motion carried unanimously.

The next meeting is scheduled for December 13, 2017 at 11:00 A.M.

Upon motion and vote, the meeting adjourned at 11:45 A.M.

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

Attest:

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

The following Vouchers were approved:

Chk #	Vendor	Description	Amount
	PAYROLL		\$102,928.51
50403	ACCESS SYSTEMS	SSL CERTIFICATE RENEWAL	150.00
50404	ALGONA FIRE DEPARTMENT	DONATION	150.00
50405	ALGONA MUNICIPAL UTILITIES	UTILITY BILLS	13,783.18
50406	ALGONA PLUMBING & HEATING	CENTRAL AIR REBATE RICKE	75.00
50407	ALGONA SENIOR CENTER	LIGHTING REBATE	80.00
50408	AMERICAN GLASS COMPANY	UNIT 17 REPAIR	200.00
50409	MIKAELA ANDERSON	COMMUNICATION REFUND	8.38
50410	AREND, RUTH	ELECTRIC REFUND	20.78
50411	AUTUMN IRRIGATION	SERVICE	95.00
50412	BAAS, DALE	WINDOW REBATE	842.00
50413	BGHS PUBLICATIONS	1/8 PAGE ADVERTISEMENT	65.00
50414	BITTERMAN, RICK	WINDOW REBATE	104.31
50415	BLACKHAWK SPRINKLERS INC	SERVICE	119.00

50416	BOISJOLIE, RICHARD	COMMUNICATION REFUND	29.97
50417	BOMGAARS	SUPPLIES	512.98
50418	BORDER STATES ELECTRIC	SUPPLIES	140.92
50419	JEAN M BRANDOW	COMMUNICATION REFUND	3.59
50420	BROWN SUPPLY COMPANY	MATERIALS	2,772.81
50421	BUCHANAN BIBLER & GABOR	SERVICE	90.00
50422	BUGS N STUFF	SERVICE	83.46
50423	AMBER CARLSON	COMMUNICATION REFUND	118.47
50424	JAY/DANA CARROLL	COMMUNICATION REFUND	16.65
50425	CENTRAL FINANCIAL GROUP	LIGHTING REBATE	476.99
50426	CENTURLINK	SERVICES	127.79
50427	CENTURLINK	MONTHLY ACCESS CHARGES	322.78
50428	CENTURLINK	LOCAL MESSAGING COMP	1.65
50429	CREDIT BUREAU OF KOSSUTH CO	PUBLIC RECORD BULLETIN	216.00
50430	DEX MEDIA EAST	ADVERTISING SERVICES	79.00
50431	DGR ENGINEERING	HYDRAULIC ANALYSIS	235.00
50432	MITCHELL DITSWORTH	COMMUNICATION REFUND	1.33
50433	KRIS DOBESH	COMMUNICATION REFUND	8.33
50434	DEBBIE DUGAN	COMMUNICATION REFUND	2.29
50435	DUMP IT INC.	DUMPSTER	327.96
50436	EDWARD JONES	COMMUNICATION REFUND	141.88
50437	ELECTRONIC ENGINEERING	PAGING SERVICES	29.85
50438	ERPELDING EXCAVATING ENT	PLANT BACKWASH	39,661.97
50439	FASTENAL COMPANY	EAR PLUGS/GLOVES	63.77
50440	FIVE STAR TOOL & SUPPLY	TOOLS	384.50
50441	GARMAN, JUNE	COMMUNICATION REFUND	16.69
50442	JAY GEVING	TRUSTEE FEES	75.00
50443	LANCE/MOLLY GOETTSCH	COMMUNICATION REFUND	13.32
50444	DAVID GOLWITZER	TRUSTEE FEES	75.00
50445	DONNA GRUIS	ELECTRIC REFUND	178.41
50446	LAVONNE HANSEN	COMMUNICATION REFUND	1.13
50447	HAWKINS INC.	TRUSTEE FEES	5,115.56
50448	KIRK HAYES	WINDOW REBATE	1,022.70
50449	HEARST TELEVISION	RETRANSMISSION	15,600.00
50450	DON HEUPEL	TRUSTEE FEES	75.00
50451	I&S GROUP, INC	MAIN ST WATER MAIN	1,412.75
50452	ICAN, INC.	PRODUCTION SPOTS	50.00
50453	IGLASS NETWORKS	MONITORING SERVICES	500.00
50454	IOWA ASSN OF MUNI UTILITIES	OSHA WEBINAR	6,174.00
50455	IOWA COMMUNICATIONS ALLIANCE	IMPACT CONFERENCE	996.00
50456	IOWA ONE CALL	SERVICE	303.80
50457	JCL SOLUTIONS	SUPPLIES	145.35
50458	JENNINGS, ROBERT M.	KIWANIS DUES	58.00
50459	DR DON KINGFIELD	WINDOW REBATE	1,022.70
50460	KOSS CO EXTENSION OFFICE	TURFGRASS CIC	150.00
50461	KOSSUTH CO. TRANSFER STATION	WASTE	40.00
50462	KOSSUTH COUNTY EMERGENCY MNGT	911 SURCHARGE 3RD QTR	4,898.43
50463	KOSSUTH COUNTY FAIRGROUNDS	COMMUNICATION REFUND	47.94
50464	DENNIS MCGUIRE	COMMUNICATION REFUND	114.03
50465	STEPHANIE MENNEKE	CENTRAL AIR REBATE	350.00
50466	MERTZ, MERLIN	CENTRAL AIR REBATE	350.00
50467	MIDAMERICAN COMP CORP	7 SIGMA SET UP	1,605.00
50468	MIDAMERICAN ENERGY	SERVICE	81.21
50469	JULIE MURPHY	TRUSTEE FEES	75.00
50470	NORTH IOWA COMM. ACTION	ADMIN FEES	149.18
50471	NORTH IOWA MECHANICAL	CENTRAL AIR REBATE RUHNKE	25.00
50472	NORTHWEST COMM NETWORK	BANDWIDTH	439.83
50473	PITNEY-BOWES INC.	LEASING FEES	764.55
50474	POWER & TELEPHONE SUPPLY	MATERIALS	7,604.98
50475	PROFESSIONAL COMPUTER SYSTEMS	STATEMENT PROCESSING	2,249.70
50476	QUESTLINE	SERVICE	3,389.00
50477	SCOTT RATH	COMMUNICATION REFUND	43.95
50478	SHANAE T REED	ELECTRIC REFUND	149.99
50479	REED ELECTRIC	WELL 8 REPAIRS	3,685.08
50480	RICKE, IRENE	CENTRAL AIR REBATE	350.00
50481	ROUTER12 NETWORKS LLC	SERVICE	560.00
50482	JUSTIN RUHNKE	CENTRAL AIR REBATE	350.00
50483	KAREN SCHAAF	TRUSTEE FEES	75.00
50484	SECURITY COVERAGE	SECUREIT PLUS	46.20
50485	SHOWTIME NETWORKS INC	SUBS	323.73

50486	SHARON SIEMER	WINDOW REBATE	726.30
50487	MIST/SCOTT SORENSON	COMMUNICATION REFUND	147.23
50488	SPENCER MUNICIPAL UTILITIES	SWITCHING SERVICES	5,500.00
50489	STATE 5 THEATRE	MERCHANT MOVIE PROJECT	75.00
50490	STOWATER, TODD	WINDOW REBATE	363.54
50491	STUNDAHL CLEANING	CLEANING SERVICES	900.00
50492	ADAM THRONE	WINDOW REBATE	1,294.50
50493	KANDICE TIPPIE	COMMUNICATION REFUND	15.98
50494	USAC	SUPPORT MECHANISM CHARGES	1,683.45
50495	WALKER PLG. & HTG.	WATER HEATER/INSTALLATION	483.46
50496	WALLACE WATER COND.	RENTAL CHARGE	24.61
50497	DOROTHY WEISHAAR	COMMUNICATION REFUND	23.37
50498	WISCONSIN ENERGY CONS CORP	LED LIGHTING REBATE PROGRAM	845.08
50499	BRUCE ZITTRITSCH	COMMUNICATION REFUND	88.17
50500	MARY JO ZUMACH	COMMUNICATION REFUND	21.53
50501	FOTH, VIRGINIA	OFFICE SUPPLIES	33.48
50502	STEVE GRANDGENETT	EMPLOYEE MISC	259.65
50503	NICHOLAS HENSLEY	ENTERTAINMENT	575.00
50504	IOWA DEPT OF NATURAL RESOURCES	WATER USE FEE	134.00
50505	NEXSTAR	RETRANSMISSION/SUBS	5,883.75
50506	US DEPARTMENT OF EDUCATION	LR	169.47
50507	A & M LAUNDRY	SERVICE	38.73
50508	ACCESS SYSTEMS	VIRTUAL SERVER	5,551.40
50509	ALGONA MUNICIPAL UTILITIES	UTILITY BILLING	1,582.54
50510	ALGONA PUBLISHING CO.	ADVERTISING SERVICE	1,856.57
50511	ARNOLD MOTOR SUPPLY	SUPPLIES	145.03
50512	A-TEC ENERGY CORP.	AUDITS	289.97
50513	AUREON NETWORK SERVICES	PHARMACIST SIP	11,634.42
50514	BORDER STATES ELECTRIC	METER MAIN	599.20
50515	RONNA BOWERS	ELEC CONVERSION REBATE	75.00
50516	BROWN SHOE FIT CO	SUPPLIES	499.32
50517	BUCHANAN BIBLER & GABOR	LEGAL SERVICES	190.00
50518	BUSCHER'S SERVICE CENTER	FUEL	353.33
50519	CASEY'S GENERAL STORE	FUEL	41.53
50520	CENTRAL IOWA DISTRIBUTING	SUPPLIES	99.95
50521	CITY OF ALGONA	ASPHALT	400.00
50522	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	1,650.00
50523	COOK'S SCRAP IRON & METAL	SUPPLIES	48.64
50524	CORE & MAIN	HYDRANTS	9,390.00
50525	DAN-D LASER CARTRIDGES	TONER	69.55
50526	DEAN MEYER ELECTRIC	BULK TANK FILLER	965.82
50527	DITCH WITCH OF MINNESOTA & IOWA	POTHOLE MACHINE SWITCH	121.13
50528	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	315.27
50529	DUMP IT INC.	WASTE REMOVAL	369.46
50530	ELECTRICAL MATERIALS CO.	SUPPLIES	266.54
50531	ERPELDING EXCAVATING ENT	CALL & THORINGTON	3,673.58
50532	FASTENAL COMPANY	SUPPLIES	234.58
50533	FOERTSCH P & H	CENTRAL AIR REBATE WACHHOLZ	50.00
50534	STEPHANIE FORTUNE	EMPLOYEE MISC	76.16
50535	GRACENOTE MEDIA SERVICES, LLC	EPG REP & ZAP2IT SERVICE	538.25
50536	GRAYBAR ELECTRIC CO INC	VAULTS	10,145.92
50537	HIWAY TRUCK EQUIPMENT	UNIT 6 EQUIPMENT	10,304.94
50538	HYGIENIC LABORATORY - AR	TESTING SERVICES	97.50
50539	IGLASS NETWORKS	SERVICE	500.00
50540	INFO DOG SECURITY, LLC	SHREDDING SERVICES	38.95
50541	IOWA DOT	USE TAX 2017 FELLING TRAILER	2,450.75
50542	IRBY	SUPPLIES	672.04
50543	JENNINGS, ROBERT M.	ICA CONFERENCE	145.26
50544	JOHNSTON AUTOSTORES	SUPPLIES	43.45
50545	K & H COOP OIL CO.	FUEL	673.06
50546	ROSALIE KAIN	WINDOW REBATE	921.40
50547	KEMCO TIRES, INC.	UNIT 17 TIRES	866.41
50548	KLGA & KLGZ	ADVERTISING SERVICE	930.30
50549	KOSSUTH COUNTY ADVANCE	NIE NEWSPAPERS	100.00
50550	KOSS CO HISTORICAL SOCIETY	LIGHTING REBATE 122 S DODGE	400.30
50551	KOSSUTH REG. HEALTH CENTER	SERVICE	105.00
50552	STEVE LONG	HEAT PUMP REBATE	300.00
50553	MIDAMERICAN ENERGY CO.	GAS SERVICE	358.25
50554	MUNICIPAL MANAGEMENT CORP	SERVICE	3,600.00
50555	NG-911, INC	DATABASE MANAGEMENT	150.00

50556	NORTH IA LUMBER	SUPPLIES	285.19
50557	NORTHERN IOWA COMMUNICATIONS	INTERNET SERVICE	5,725.75
50558	POWER & TELEPHONE SUPPLY	SUPPLIES	454.24
50559	PRINT SHOPPE PLUS	COMMUNICATION APPT CARDS	168.00
50560	PROFESSIONAL COMPUTER SYSTEMS	UTILISMART FEE	1,091.00
50561	REDING GRAVEL & EXC.	FILL SAND LUCAS/LINDEN	7.51
50562	RENTAL ZONE, LLC	CORE DRILL RENTAL	128.40
50563	RICHTER, HARLAN	CENTRAL AIR REBATE	350.00
50564	HENRY RICKE	INSULATION REBATE	98.95
50565	SECURITY COVERAGE	SECURE IT PLUS	46.20
50566	SIGN WORKS	SIGNAGE UNIT 6	197.88
50567	SKYWALK GROUP	SERVICE	55.00
50568	SMITH, DANIEL	IOWA COMM TRAINING EXPENSES	20.00
50569	SPENCER MUNICIPAL UTILITIES	LOCATE FAULT 1923 E MCGREGOR	402.50
50570	THREADS	EMPLOYEE CLOTHING HEATH V	1,322.52
50571	TRUPKE ELECTRIC MOTOR	SUPPLIES	33.20
50572	MIKE TULL	WINDOW REBATE	968.60
50573	UNITYPOINT CLINIC	TESTING SERVICE	111.00
50574	US CELLULAR	SERVICE	81.84
50575	VERMEER	SUPPLIES	58,215.50
50576	ROD VITZTHUM	WINDOW AND INSULATION REBATE	523.45
50577	JIM WACHHOLZ	CENTRAL AIR REBATE 221 S MAIN	200.00
50578	WESCO DISTRIBUTION INC.	BATTERIES	144.84
50579	WEX BANK	FUEL	546.57
50580	WSI CORPORATION	SERVICE	296.84
8802228	NIMECA	POWER	207,796.83
8802229	UPS	SHIPPING FEES	23.33
8802230	MIDAMERICAN ENERGY	NEAL 4 CASH REQUIREMENT	111,000.00
8802231	EFT - FEDERAL EXCISE TAX	FEDERAL EXCISE TAX	1,176.68
8802232	EFTPS TRANSFER	PAYROLL TAXES	19,411.77
8802233	EFT - SALES TAX TRANSFER	SALES TAX	26,696.00
8802234	NATIONAL CABLE TELEVISION COOP	TOOLS	848.29
8802235	NATIONAL CABLE TELEVISION COOP	SUBS	69,046.71
8802236	UPS	SHIPPING FEES	33.93