

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 September 28, 2011 at 11:00 A.M.

Present: Walter Krahenbuhl, Chairman Pro Tem; Trustees – Allan Bonde, Karen Schaaf

Absent: Jay Geving, Julie Murphy

Also Present: John Bilsten, General Manager; Brien Rindone, Secretary – Comptroller; Scott Buchanan, General Counsel

Chairman Pro Tem Krahenbuhl called the meeting to order at 11:00 A.M.

The consent agenda included adoption of the agenda, approval of the August 31, 2011 minutes, and approval of the monthly vouchers. Trustee Schaaf moved to approve the consent agenda, seconded by Trustee Bonde. Motion carried unanimously.

The Board reviewed the July 2011 Financial Statements. Trustee Bonde moved to approve the financial statements and place them on file, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager updated the Board on a number of topics including Water Tower work, water main extension projects, Kossuth County Agriculture and Motorsport Museum, retransmission costs, SCADA upgrades, cross state air pollution rule, Legacy Ball, i-Wireless, ISEP, AMU/Skylink, NIMECA, and the Communication Department Reports.

The General Manager presented a Quit Claim Deed for the McGregor Substation Property. Trustee Schaaf moved to approve the transfer, seconded by Trustee Bonde. Motion carried unanimously.

The Board reviewed a resolution fixing a date for a meeting on the proposition of the issuance of not to exceed \$15,245,000 Electric Capital Loan Notes, Series 2011, of the City of Algona, State of Iowa and providing for publication of notice thereof. Trustee Schaaf moved to set the date and time as October 19, 2011 at 11:00 AM, seconded by Trustee Bonde. Motion carried unanimously.

The Board reviewed a resolution directing the advertisement for sale of not to exceed \$15,245,000 Electric Revenue Bonds, Series 2011, and approving electronic bidding procedures. Trustee Bonde moved to approve the resolution, seconded by Trustee Schaaf. Motion carried unanimously.

The Board discussed personnel changes in the Communications Department. Trustee Schaaf moved to hire Zach McGuire as Communications Technician, seconded by Trustee Bonde. Motion carried unanimously.

The Board reviewed Pay Request #1 in the amount of \$235,350.00 from Utility Services Company, Inc. for the West Water Tower repainting. Trustee Bonde moved to approve the pay request, seconded by Trustee Schaaf. Motion carried unanimously.

The Board reviewed Change Order #2 – Utility Services Company, Inc. for West Water Tower repainting. Trustee Schaaf moved to approve the change order for the amount of \$800.00, seconded by Trustee Bonde. Motion carried unanimously.

The Board reviewed Pay Request #2 (final) in the amount of \$113,950.00 from Utility Services Company, Inc. for the West Water Tower repainting. Trustee Schaaf moved to approve the pay request, seconded by Trustee Bonde. Motion carried unanimously.

The General Manager presented a proposal for a Water Rate Study to be done by DeWild, Grant, and Reckert. Trustee Bonde moved to approve the study, seconded by Trustee Schaaf. Motion carried unanimously.

The General Manager presented a proposal for an Electric Rate Study to be done by DeWild, Grant, and Reckert. Trustee Schaaf moved to approve the study, seconded by Trustee Bonde. Motion carried unanimously.

The Board reviewed an application for funds from the Algona Municipal Utilities Revolving Loan Fund by the Algona Family YMCA for a lighting project. Trustee Schaaf moved to approve the application, seconded by Trustee Bonde. Motion carried unanimously.

The next meetings are as follows:

- October 19, 2011 at 10:00 A.M. – Sale of Electric Revenue Capital Loan Notes, Series 2011
- October 19, 2011 at 11:00 A.M. – Regular Meeting
- October 19, 2011 at 11:00 A.M. – Public Hearing on the Sale of Electric Revenue Capital Loan Notes, Series 2011
- November 14, 2011 at 11:00 A.M. – Regular Meeting
- November 30, 2011 at 11:00 A.M. – Regular Meeting

Upon motion and vote, the meeting adjourned at 12:30 p.m.

/s/ Walter Krahenbuhl
Walter Krahenbuhl, Chairman Pro Tem

Attest:
/s/ Brien Rindone
Brien Rindone, Secretary

The following Vouchers were approved:

Chk #	Vendor	Description	Amount
	PAYROLL		\$ 100,993.32
34002	DEGEN, ERIC	EMPLOYEE MISC	16.03
34003	ROETHLER, LOWELL	EMPLOYEE MISC	40.00
34004	ALGONA MUNICIPAL UTIL.	MED SELF INS FUND	446.00
34005	AVESIS THIRD PARTY ADMIN	PREMIUMS	342.20
34006	ALLAN BONDE	TRUSTEE FEES	75.00
34007	JAY GEVING	TRUSTEE FEES	75.00
34008	WALTER KRAHENBUHL	TRUSTEE FEES	75.00
34009	LINCOLN LIFE	DEFERRED COMP	2,365.00
34010	METLIFE SMALL BUSINESS CENTER	PREMIUMS	2,351.89

34011	JULIE MURPHY	TRUSTEE FEES	75.00
34012	KAREN SCHAAF	TRUSTEE FEES	75.00
34013	STUNDAHL CLEANING	OFFICE CLEANING	900.00
34014	US POSTAL SERVICE (POSTAGE)	METER 34273482	2,000.00
34015	ROBERT JENNINGS	EMPLOYEE MISC	41.40
34016	RIVER ROAD GOLF CLUB	GOLF OUTING	230.00
34017	JARON BENZ	EMPLOYEE MISC	132.00
34018	ROBERT JENNINGS	EMPLOYEE MISC	72.75
34019	SARAH NEWKIRK	MISC EXPENSE	614.42
34020	ADVANCED CONTROL SYSTEMS	SCADA WORKSTATION	24,844.93
34021	ALGONA CHAM. OF COMMERCE	BAND DAY SPONSOR	200.00
34022	ALGONA HS VIP'S	GOLD MEMBERSHIP	100.00
34023	ALGONA MUNICIPAL UTILITIES	COMM SERVICES	11,756.21
34024	ALGONA PLUMBING & HEATING	APPL REB - OLDHAM	50.00
34025	AMERICAN GLASS COMPANY	SCREEN REPAIR	15.70
34026	AMERICAN PUBLIC POWER ASSOC.	FINANCIAL CONFERENCE	645.00
34027	AMERICAN TEXTILE MILLS	RAGS	980.50
34028	AMERICAN WATER WORKS ASSN	DUES	82.00
34029	BARNES DISTRIBUTION	SUPPLIES	485.36
34030	AMBER BERTE	COMM REFUND	51.06
34031	BART BLACKBURN	MTR CONV REBATE	49.75
34032	BLACKHAWK SPRINKLERS INC	INSPECTION SERVICES	120.00
34033	LARRY BLUMER	COMM REFUND	100.58
34034	BOMGAARS	SUPPLIES	183.41
34035	BUCHANAN BIBLER & GABOR	LEGAL SERVICES	412.50
34036	BUSCHER'S SERVICE CENTER	WINDOW REBATE	211.70
34037	HENRY CARIUS	COMM REFUND.	96.32
34038	CENTRAL IOWA DISTRIBUTING	SUPPLIES	139.00
34039	QWEST	LOCAL INTERCONNECTION	221.04
34040	CENTURYLINK	SERVICE	109.24
34041	GLADYS CHRISTENSEN	COMM REFUND	5.63
34042	CONSORTIA CONSULTING BY TELEC	CONSULTING SERVICES	2,710.00
34043	CORN BELT POWER COOP	TRANSMISSION SERVICES	54,438.00
34044	DAN PATTEN ROOFING	REPAIR SERVICES	308.26
34045	DAN-D LASER CARTRIDGES	TONER	406.60
34046	RICHARD DAY	COMM REFUND	32.07
34047	BRIAN DEIKE	APPL REB - WASHER	100.00
34048	DEX MEDIA EAST	ADVERTISING SERVICES	53.00
34049	DITCH WITCH - IOWA INC	SUPPLIES	225.32
34050	EISCHEN SALES INC	SUPPLIES	127.40
34051	ERPELDING EXCAVATING ENT	SERVICE REPAIRS	2,382.69
34052	ETHERINGTON, RYAN	APPL REB- WASHER	100.00
34053	FOERTSCH P & H	APPL REB - HAMILTON	120.00
34054	GRACE FREEBURG	APPL REB - WASHER	100.00
34055	GARDEN'S GATE	LANDSCAPING SUPPLIES	272.53
34056	GRAYBAR ELECTRIC CO INC	EQUIPMENT	717.07
34057	PAUL HALVERSON	COMM REFUND	53.50
34058	LEO HAMILTON	APPL REB - AC	410.00
34059	HAWKINS INC.	CHEMICALS	4,048.92
34060	HD SUPPLY WATERWORKS	HYDRANTS	9,847.00
34061	TRAVIS HELMERS	MTR CONV REBATE	75.00
34062	MELVIN HUGO	MTR CONV REBATE	75.00
34063	I WIRELESS	SERVICE	3.87
34064	IA DIST.WIND GEN.PROJECT	SHARED COSTS	491.87
34065	IOWA ASSN OF MUNI UTILITIES	WATER RATE WEBINAR	20.00
34066	IOWA ASSOC OF BUSINESS & IND.	LEADERSHIP UNIVERSITY	400.00
34067	IOWA STATE BANK	COMM LOAN PAYMENT	3,971.58
34068	IOWA STATE BANK	COMM LOAN PAYMENT	17,856.78
34069	RANDY JORGENSON	COMM REFUND	79.87
34070	TRACI KOEHN	COMM REFUND	8.39
34071	VERNA KRAMER	MTR CONV REBATE	75.00
34072	KUEHL & PAYER	WATER MAIN EXTENSION	961.17
34073	ANGELA MARLOW	MTR CONV REBATE	54.28
34074	MATT PARROTT AND SONS, CO	SET UP CHARGES	62.60
34075	METHODIST MEN'S CLUB	APPL REB - AC	200.00
34076	MIDAMERICAN COMP CORP	BILLING SERVICES	4,895.66
34077	MIDAMERICAN ENERGY	SERVICE	91.43
34078	NALCO COMPANY	CHEMICAL SUPPLIES	3,371.54
34079	NEU STAR	LNP CHARGES	400.00
34080	NEWCOM TECHNOLOGIES, INC	GIS APPLICATIONS	58,696.00
34081	NORTH IA LUMBER	MATERIALS	1,749.13

34082	OLDHAM, PAUL	APPL REB - AC	350.00
34083	PITNEY-BOWES INC.	RENTAL CHARGES	288.00
34084	POEPPE, RAY	WINDOW REBATE	907.70
34085	POWER & TELEPHONE SUPPLY	MATERIALS FOR CELL SITE	2,581.51
34086	TAMI REDING	COMM REFUND	2.80
34087	RESCO	MATERIALS	57,146.35
34088	RUHNKE BROS SINCLAIR	FUEL	126.52
34089	STEVE SCHEMME	MTR CONV REBATE	75.00
34090	SCHUMACHER WELL DRILLING	PARTS	25.10
34091	EMILY SCHWALLER	COMM REFUND	64.43
34092	THELMA SHEELY	COMM REFUND	18.20
34093	LILA SMITH	APPL REB - WASHER	100.00
34094	NANCY SORENSON	APPL REB - WASHER	100.00
34095	SWIFT AIR	SERVICE	405.37
34096	THE DIRECTORY	CASS CERTIFY	28.87
34097	DON/MICHELLE THUL	APPL REB - WASHER	100.00
34098	TRUPKE ELECTRIC MOTOR	NITROGEN	24.09
34099	TULSAT - NEBRASKA	SERVICE	92.00
34100	USAC	MECHANISM CHARGES	1,376.98
34101	VAN WERT INC	METERS	2,773.44
34102	WALKER PLUMBING & HEATING	APPL REB - NATIVITY SCENE	50.00
34103	WEATHERCENTRAL	WEATHER SERVICES	220.00
34104	WELLMARK HEALTH PLAN	PREMIUMS	28,044.87
34105	WESCO DISTRIBUTION INC.	SUPPLIES	239.26
34106	HEATH VILETA	EMPLOYEE MISC	314.99
34107	IA DIST.WIND GEN.PROJECT	POWER PURCHASED	3,225.60
34108	SMITH, DANIEL	EMPLOYEE MISC	77.50
34109	JASON FETT	EMPLOYEE MISC	136.25
34110	JENNINGS, ROBERT M.	EMPLOYEE MISC	155.40
34111	ROD JOHNSON	EMPLOYEE MISC	425.82
34112	JERRY A LARSEN	EMPLOYEE MISC	432.16
34113	RINDONE, BRIEN	EMPLOYEE MISC	270.92
34114	HEATH VILETA	EMPLOYEE MISC	219.00
34117	JARON BENZ	EMPLOYEE MISC	217.00
34118	ROETHLER, LOWELL	EMPLOYEE MISC	132.09
34119	ROETHLER, LOWELL	EMPLOYEE MISC	111.60
34120	A & M LAUNDRY	SERVICE	62.80
34121	ADVANCED CONTROL SYSTEMS	EQUIPMENT	713.69
34122	AFLAC	INSURANCE PREMIUM	695.32
34123	ALGONA MUNICIPAL UTILITIES	ELECTRIC SERVICES	1,966.71
34124	ALGONA PLG. & HTG.	SUPPLIES	8.70
34125	ALGONA PLUMBING & HEATING	APPL REB - NELTON	50.00
34126	ALGONA PUBLISHING CO.	OFFICE SUPPLIES	490.50
34127	ALGONA PUBLISHING COMPANY	NIE NEWSPAPERS	12.50
34128	AMERICAN PUBLIC POWER ASSOC.	LINE EXTENSION POLICY	89.00
34129	AMU-SKYLINK. L.C.	INVENTORY	1,462.22
34130	ARNOLD MOTOR SUPPLY	PARTS	38.26
34131	BENSCHOTER, DEAN	APPL REB - AC	200.00
34132	BOMGAARS #39	LIGHTING REBATE	4,587.00
34133	BROWN SUPPLY COMPANY	SUPPLIES	217.50
34134	BUSCHER BROS. IMPLEMENT	SUPPLIES	49.78
34135	BUSCHER'S SERVICE CENTER	FUEL	67.20
34136	CENTRAL IOWA DISTRIBUTING	SUPPLIES	79.50
34137	CHROME COUNTRY INN	SERVICE	125.83
34138	CITY OF ALGONA	UPS CHARGES	239.60
34139	COMPUTER SYSTEMS ASSOCIATES	MAIL FOUNDRY SERVICE	75.00
34140	COOK'S SCRAP IRON & METAL	MATERIAL	13.87
34141	DAYLIGHT DONUTS	SERVICE	11.35
34142	DEWILD GRANT RECKERT	OUTSIDE SERVICES	5,298.19
34143	DEX MEDIA EAST	ADVERTISING SERVICES	53.00
34144	DITCH WITCH - IOWA INC	SUPPLIES	74.75
34145	DIVERSIFIED ADJUSTMENT SERVICE	COLLECTION SERVICES	181.79
34146	DUMP IT INC.	SERVICE	303.35
34147	ERPELDING EXCAVATING ENT	SERVICE REPAIRS	1,834.00
34148	ETERNITY WIRELESS	SUPPLIES	73.60
34149	FAREWAY STORES	SUPPLIES	87.30
34150	FIVE STAR TOOL & SUPPLY	TOOLS	191.07
34151	FLEET SERVICES	FUEL	2,333.91
34152	FOERTSCH P & H	APPL REB - SCOTT	40.00
34153	FRAMBACH, RICHARD	MTR CONV REBATE	75.00
34154	GRAYBAR ELECTRIC CO INC	SUPPLIES	561.50

34155	VI HANSEN	WINDOW REBATE	105.00
34156	HAWKINS INC.	SUPPLIES	2,937.39
34157	HUTZELL'S, INC	SUPPLIES	87.88
34158	IA DIST.WIND GEN.PROJECT	SHARED COSTS	638.68
34159	IOWA ASSN OF MUNI UTILITIES	PSA VIDEO	1,425.64
34160	IOWA NETWORK SERVICES	SERVICE	23,949.05
34161	IOWA ONE CALL	SERVICES	210.50
34162	IOWA UTILITIES BOARD	2010 ASSESSMENT RECON	2,883.91
34163	IRBY TOOL & SAFETY	TESTING SERVICES	108.20
34164	DONNA JOHNSON	WINDOW REBATE	312.60
34165	JOHNSTON AUTOSTORES	SUPPLIES	12.02
34166	K & H COOP OIL CO.	FUEL	1,329.32
34167	KLGA - FM	ADVERTISING SERVICES	771.00
34168	KOSS. CO. FAIR	ADVERTISING - BROCHURE	100.00
34169	KOSSUTH COUNTY TREASURER	EXCISE TAX	69,516.00
34170	SCOTT LOOFT	APPL REB - AC	200.00
34171	MIDAMERICAN ENERGY CO.	POWER SUPPLIES	334.80
34172	MUNICIPAL MANAGEMENT CORP	WATER LEAK DETECTION	3,200.00
34173	NALCO COMPANY	SERVICE	225.78
34174	ROBERT NELTON	APPL REB - AC	200.00
34175	NEU STAR	LNP CHARGES	400.00
34176	NG-911, INC	DATABASE MANAGEMENT	150.00
34177	NORTH IOWA MECHANICAL	APPL REB - BENSCHOTER	100.00
34178	NORTHERN IOWA COMM	BANDWITH	4,245.47
34179	NORTHERN SAFETY CO, INC	SAFETY CAN SPOUTS	32.59
34180	NORTHWEST COMM NETWORK	DS3	8,400.00
34181	OAK HILL CONSULTING	MAPPING SERVICES	120.00
34182	DENICE PARSONS	MTR CONV REBATE	75.00
34183	PLYMOUTH COUNTY TREASURER	EXCISE TAX	599.00
34184	PRO-BUILD	MATERIAL	30.16
34185	REDING GRAVEL & EXC.	ROAD STONE	236.72
34186	RENEGADE UNIVERSITY	WHAT TO WATCH GUIDES	39.00
34187	RESCO	SUPPLIES	33,845.11
34188	SAFETEY-KLEEN	SUPPLIES	149.66
34189	STEVE SCOTT	APPL REB - WATER HEATER	50.00
34190	SPENCER MUNICIPAL UTILITIES	SWITCHING CHARGES	6,725.00
34191	SPORTSMAN'S CORNER, INC	SUPPLIES	51.71
34192	STUART. C. IRBY CO.	SUPPLIES	494.47
34193	SWIFT AIR	SERVICES	610.96
34194	T & R SERVICE	ANALYSIS	90.00
34195	THILGES, ROBERT	APPL REB - WASHER	100.00
34196	TOMETICH ENGINEERING INC	OUTSIDE SERVICES	528.00
34197	TRIBUNE MEDIA SERVICES	ZAP AND WEATHER VIDEO	76.13
34198	TULSAT - NEBRASKA	SUPPLIES	319.36
34199	WEAVER'S	UNIFORMS	148.07
34200	WEBSTER COUNTY TREASURER	TAXES	3,154.00
34201	WESCO DISTRIBUTION INC.	MATERIALS	1,002.16
34202	WOODBURY COUNTY TREASURER	EXCISE TAX	18,514.50
34203	ZEE MEDICAL SERVICE CO.	MEDICAL SUPPLIES	229.85
34204	BAER, SHEILA	EMPLOYEE MISC	241.43
34205	BBC AMERICA	SUBS	247.58
34206	BIG 10	SUBS	2,153.64
34207	DISCOVERY COMM LLC	SUBS	437.02
34208	ESPN	SUBS	200.46
34209	FOX SPORTS NET NORTH	SUBS	4,792.72
34210	HUB TELEVISION NETWORKS, LLC	SUBS	118.94
34211	IN DEMAND	MINIMUM MONTHLY FEE	250.00
34212	KAAL	RETRANSMISSION FEES	666.05
34213	KIMT	RETRANSMISSION FEES	475.75
34214	JERRY LARSEN	EMPLOYEE MISC	15.23
34215	NATIONAL GEOGRAPHIC CHANNEL	SUBS	220.25
34216	NATIONAL GEOGRAPHIC HD	SUBS	45.27
34217	PAPPAS TELECASTING OF IOWA	RETRANSMISSION FEES	475.75
34218	PLAYBOY ENTERTAINMENT GRP	PPV'S	22.26
34219	RFD TV	SUBS	137.45
34220	ROVI	SUBS	1,175.26
34221	SINCLAIR BROADCAST GROUP INC	RETRANSMISSION FEES	1,132.29
34222	SPICE ENTERTAINMENT GROUP	PPV'S	65.14
34223	TOWER DISTRIBUTION CO	SUBS	337.86
34224	WOI-TV	RETRANSMISSION FEES	1,046.65
34225	AKTION CLUB OF ALGONA	DONATION	75.00

34226	DEAN SNYDER CONSTRUCTION	WTP PAY REQUEST 4	34,437.27
34227	BILSTEN, JOHN	AMU-SKYLINK MTG	161.97
34228	JASON FETT	EMPLOYEE MISC	160.50
34229	STEPHANIE FORTUNE	EMPLOYEE MISC	54.50
34230	FOTH, VIRGINIA	EMPLOYEE MISC	78.37
34231	ROD JOHNSON	EMPLOYEE MISC	198.40
34232	JERRY A LARSEN	EMPLOYEE MISC	269.67
34233	ROETHLER, LOWELL	EMPLOYEE MISC	154.29
34234	ROETHLER, LOWELL	EMPLOYEE MISC	449.18
34235	HEATH VILETA	EMPLOYEE MISC	125.99
8801121	NATIONAL CABLE TELEVISION COOP	SUPPLIES	172.55
8801122	NATIONAL CABLE TELEVISION COOP	SUBS	48,951.66
8801123	EFT - SALES TAX TRANSFER	SALES TAX	12,236.00
8801124	TREASURER STATE OF IOWA	STATE INCOME TAX	6,760.00
8801125	IPERS	IPERS WITHHOLDING	20,572.14
8801126	EFTPS TRANSFER	PAYROLL TRANSFERS	17,415.71
8801127	LIBRARY OF CONGRESS	LICENSING FEES	6,258.24
8801128	NIMECA	POWER BILL JULY	47,911.49