

October 25, 2021

The Utility Board of Trustees of Laurens, Iowa met in regular session at the Municipal Building, 272 N. Third Street, Laurens, Iowa, at 11:30 a.m. on the above date. Present were Trustees Richard Main and Jerry Runneberg. Trustee Ben Storms attended the meeting via telephone. Also present was General Manager Chad Cleveland.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the agenda for October 25, 2021 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the minutes of the September 24, 2021 Board meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the summary of receipts for September 2021 in the amount of \$374,174.32 and the list of expenses for September 2021 in the amount of \$618,794.70. Ayes: All. Nays: None. Motion carried.

**Summary of Receipts**

A/R – Electric	\$ 269,151.04
A/R – Communications	\$ 65,110.03
Merchandise/Services – Electric	\$ 1,264.90
Merchandise/Services – Communications	\$ 74.00
Carrier Access Fees – Communications	\$ 1,418.65
Deposits – Electric	\$ 2,303.21
Deposits – Internet	\$ 398.00
Deposits – Telephone	\$ 25.00
Deposits – Cable TV	\$ 125.00
Marathon Energy Sales – Electric	\$ 8,655.64
Tower Lease – Communications	\$ 1,548.38
Attachment H Revenues – Electric	\$ 23,077.64
Miscellaneous – Telephone	\$ 16.00
Miscellaneous – Cable TV	\$ 67.33
Office Phones – Electric	\$ 30.00
Insurance Rebate – Electric	\$ 591.18
Insurance Rebate – Internet	\$ 190.99
Insurance Rebate – Telephone	\$ 95.50
Insurance Rebate – Cable TV	\$ 31.83
<b>Total Cash Receipts</b>	<b>\$ 374,174.32</b>

Electric Receipts	\$ 305,073.61
Communications Receipts	\$ 69,100.71
<b>Total Cash Receipts</b>	<b>\$ 374,174.32</b>

**List of Expenses**

A & M Laundry	Dust Mops & Mats	\$ 85.28
Advanced Control Systems	SCADA System Support	\$ 1,237.02
AFLAC	Employee Contributions	\$ 245.80
Alliant Energy	Natural Gas	\$ 364.57
Aureon	CALEA/SS7/Switching/Transport	\$ 572.94
Avesis	Group Vision Insurance	\$ 108.48
Bally Sports North	Programming Fees	\$ 4,201.80
Big 10 Network	Programming Fees	\$ 528.75
Buena Vista County Treasurer	Property Taxes	\$ 69.00
Clay County Treasurer	Property Taxes	\$ 39.00

Community State Bank	Service Charges	\$	92.41
Consortia Consulting	Consulting Contract	\$	975.00
Counsel	Lanier Copier Support	\$	76.09
Customers	Deposit/Credit Refunds	\$	733.95
Department of Energy	WAPA Power Bill	\$	36,548.11
DGR Engineering	Engineering Fees	\$	191.00
Echo Group	Tape/Connectors/Cable Ties	\$	702.64
Employee Benefit Systems	Self-Funding Administration	\$	120.00
Employee Benefit Systems	Self-Funding Claims	\$	1,220.59
First Cooperative	Weed Killer	\$	48.48
Goldfield Telecom	FTTP Project Materials	\$	92,103.74
Graybar Electric	FTTP Project Materials	\$	5,465.81
Hearst Television	Programming Fees	\$	1,656.90
Heart N Home	Funeral Flowers – Berry	\$	24.56
Horsetech	UPS Shipping Fees	\$	15.15
ICMA RC	Employee Contributions	\$	1,000.00
Internal Revenue Service	Payroll Taxes	\$	8,761.47
Interstate TRS Fund	TRS Fund Assessment	\$	178.62
Iowa Association of Municipal Utilities	Apprenticeship Program Fees	\$	1,330.00
Iowa Department of Revenue	Sales Tax	\$	7,263.00
Iowa Department of Revenue	State Withholding	\$	1,451.00
Iowa Public Employees Retirement System	IPERS Contributions	\$	5,613.35
Iowa State Auditor	Audit Filing Fee	\$	250.00
KC Nielsen LTD	2021 John Deere Gator	\$	21,859.00
Laurens, City of	Utility Billing	\$	98,475.29
Laurens Food Pride	Supplies	\$	166.86
Laurens House of Print	Paper	\$	53.23
Laurens Municipal Power & Communications	Communications Bill	\$	130.89
Laurens Municipal Utilities	Utility Bill	\$	193.89
Laurens Plumbing	Sewer Repairs/Supplies	\$	773.71
Laurens Sun	Publications/Advertising	\$	65.75
Long Lines	Communication Services	\$	9,300.43
Lumen Access	Access/Transport Fees	\$	551.97
Lumen Lexcis	Directory Listings	\$	36.45
Merchant Bankcard	Credit Card Processing Fees	\$	706.97
Messenger	Advertising	\$	120.00
MP Nexlevel LLC	FTTP Pay Request #5	\$	225,420.08
National Cable Television Cooperative	Programming Fees	\$	15,674.74
National Cable Television Cooperative	Connectors	\$	179.65
Nexstar Broadcasting	Programming Fees	\$	1,576.76
NIMECA	Power Bill	\$	3,327.20
Norsolv	Norsolv Services	\$	191.48
Oakhill Consulting	FTTP Project Engineering	\$	1,340.00
Office Elements	Office Supplies	\$	49.26
Payroll	Salaried, Hourly & Overtime	\$	23,927.87
Petty Cash	Postage	\$	12.04
PLIC-SBD Grand Island	Life/Disability Group Insurance	\$	559.28
Plymouth County Treasurer	Property Taxes	\$	51.50
Pocahontas County Treasurer	Property Taxes	\$	3,338.50
Pop Media	Programming Fees	\$	44.71
Postmaster	Postage	\$	905.47
Power & Telephone	FTTP Project Materials	\$	19,064.54
Prins, Reid	FTTP Project Vehicle Expenses	\$	506.78
Pro Cooperative	Fuel/Diesel	\$	662.13

R&D Industries	Network Support	\$	1,057.00
Secure Shred Solutions	Paper Shredding	\$	24.00
Skarshaug Testing Lab	Glove Testing	\$	67.26
Spencer Municipal Utilities	Fiber Lease	\$	450.00
Stuart C. Irby	East Sub Station Terminators	\$	340.26
Treasurer State of Iowa	Unclaimed Property	\$	228.71
US Bank	Office 365 Renewal	\$	1,200.00
US Card Systems	Credit Card Terminal Lease	\$	29.95
Verizon	Wireless Phone Service	\$	207.80
Visa	Annual Fee/Board Meeting Supplies	\$	81.60
Webster County Treasurer	Property Taxes	\$	370.00
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	9,860.23
Woodbury County Treasurer	Property Taxes	\$	1,523.50
Zcorum	Cable Modem Provisioning	\$	813.45
	<b>Total Expenses</b>	<b>\$</b>	<b>618,794.70</b>

Electric Expenses	\$	558,022.19
Communications Expenses	\$	60,772.51
<b>Total Expenses</b>	<b>\$</b>	<b>618,794.70</b>

Trustees reviewed the Utility Funds Report, Income Statement, and Balance Sheet for September 2021. Motion by Trustee Storms and seconded by Trustee Runneberg to authorize the Investment Committee to invest up to \$1,000,000 of the Electric Utility's non-operating funds. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve Change Order #4 in the amount of \$2,785.00 for the Laurens 2021 Electric Improvements/Fiber-To-The-Premise Project. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve Pay Request #6 as presented for the work completed on the Laurens 2021 Electric Improvements/Fiber-To-The-Premise Project by MP Nexlevel, LLC. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the Confidentiality Agreement and Nondisclosure Statement with MidAmerican Energy Company. Ayes: All. Nays: None. Motion carried.

Discussion was held on the Laurens Municipal Light and Power Plant Revolving Loan Fund Plan. No specific action was taken.

Motion by Trustee Storms and seconded by Trustee Runneberg to conduct a public hearing to amend the calendar year 2021 budget at the Municipal Building on November 22, 2021, beginning at 11:30 o'clock a.m. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to conduct a public hearing on the proposed calendar year 2021 budget at the Municipal Building on November 22, 2021, beginning at 11:30 o'clock a.m. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to accept the offer of \$19,000.00 from Ditch Witch of Minnesota and Iowa to purchase the Ditch Witch R300 Zahn Vibratory Plow. Ayes: All. Nays: None. Motion carried.

Long Lines informed LMPC that the current billing software for communication services will no longer be supported and has not had an update for years. Long Lines is strongly suggesting that we change our billing software for communication services to Mid America Computer Corp (MACC). Motion by Trustee Runneberg and seconded by Trustee Storms to approve the billing software for communication services change to Mid America Computer Corp (MACC). The up-front cost of this change is estimated to be \$21,117.00. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the First Amendment to Memorandum of Lease and the Second Amendment to the Tower Lease Agreement with AT&T Mobility. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve upgrading to the new Utility Billing Online Software module called "FrontDesk – Standard" and "Receipt Management" module from gWorks. Ayes: All. Nays: None. Motion carried.

Discussion was held on COVID. No specific action was taken.

There being no further business, the Chairman declared the meeting adjourned at 3:10 p.m.

Richard Main  
Chairman, Board of Trustees

ATTEST: Chad Cleveland  
Secretary, Board of Trustees