

August 29, 2022

The Utility Board of Trustees of Laurens, Iowa met in regular session at the Municipal Building, 272 N. Third Street, Laurens, Iowa, at 4:30 p.m. on the above date. Present were Trustees Richard Main, Jerry Runneberg, and Ben Storms. Also present was General Manager Chad Cleveland.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the agenda for the August 29, 2022 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the minutes of the July 28, 2022 Board meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the summary of receipts for July 2022 in the amount of \$334,703.54 and the list of expenses for July 2022 in the amount of \$473,832.77. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R – Electric	\$ 234,429.57
A/R – Communications	\$ 62,419.51
Merchandise/Services – Electric	\$ 345.00
Merchandise/Services – Communications	\$ 152.00
Carrier Access Fees – Communications	\$ 1,833.31
Write-Off Recovery – Electric	\$ 230.00
ACP Reimbursement – Internet	\$ 60.00
Deposits – Electric	\$ 1,716.61
Deposits – Internet	\$ 187.00
Marathon Energy Sales – Electric	\$ 8,180.29
E911 Fees – Telephone	\$ 643.26
Tower Lease – Communications	\$ 900.00
Attachment H Revenues – Electric	\$ 22,945.23
Lifeline Credit – Telephone	\$ 11.00
Miscellaneous – Cable TV	\$ 69.96
Fuel Tax Refund – Electric	\$ 330.48
Fuel Tax Refund – Internet	\$ 110.16
Fuel Tax Refund – Telephone	\$ 82.62
Fuel Tax Refund – Cable TV	\$ 27.54
Office Phones – Electric	\$ 30.00
<u>Total Cash Receipts</u>	<u>\$ 334,703.54</u>

Electric Cash Receipts	\$ 268,207.18
<u>Communications Cash Receipts</u>	<u>\$ 66,496.36</u>
Total Cash Receipts	\$ 334,703.54

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 85.28
AFLAC	Employee Contributions	\$ 299.84
Alliant Energy	Natural Gas	\$ 361.16
Aureon	CALEA/SS7/Switching/Transport	\$ 578.06
Avesis	Group Vision Insurance	\$ 100.43
Bailey, David	Company Clothing	\$ 128.36
Bally Sports North	Programming Fees	\$ 1,320.60
Big 10 Network	Programming Fees	\$ 496.29
BMF Industries	FTTP Project-Install Drops/Fiber	\$ 6,817.50

CDS Global	Credit Card Processing Fees	\$	10.00
Cleveland, Chad	Operating Generators-Meal	\$	29.23
Community State Bank	Service Charges	\$	102.09
Consortia Consulting	Consulting Contract	\$	975.00
Crystal Clear Communications	Website Migration/Updates	\$	938.00
Customers	Deposit/Credit Refunds	\$	738.04
Department of Energy	WAPA Power Bill	\$	30,934.10
Display Systems International	Programming Fees	\$	165.76
Echo Group	FTTP Project Tools/Supplies	\$	1,417.33
Employee Benefit Systems	Self-Funding – Administration	\$	120.00
Employee Benefit Systems	Self-Funding – Claims	\$	2.11
FISERV	Credit Card Processing Fees	\$	9.95
Goldfield Telecom	FTTP Project Materials	\$	3,125.63
Grainger	FTTP Project Tools/Supplies	\$	121.87
Gray Media Group	Programming Fees	\$	900.00
Graybar Electric	FTTP Project Fiber Jumpers/Drops	\$	13,456.14
Hearst Television	Programming Fees	\$	1,624.80
ICMA RC	Employee Contributions	\$	1,000.00
Internal Revenue Service	Payroll Taxes	\$	9,003.57
Internal Revenue Service	Federal Excise Tax	\$	686.58
Interstate TRS Fund	TRS Fund Assessment	\$	137.76
Iowa Department of Revenue	Sales Tax	\$	6,136.92
Iowa Department of Revenue	State Withholding	\$	1,509.00
Iowa One Call	Locates	\$	92.70
Iowa Public Employees Retirement System	IPERS Contributions	\$	5,518.74
Johnsen Contractors LLC	Tiling Supplies	\$	2,013.80
Laurens, City of	Utility Billing	\$	92,922.29
Laurens Food Pride	Cleaning Supplies	\$	173.52
Laurens Municipal Power & Communications	Communications Bill	\$	311.94
Laurens Municipal Utilities	Utility Bill	\$	99.98
Laurens Plumbing	AC Repair/Supplies	\$	472.79
Laurens Sun	Publications/Advertising	\$	235.15
Library of Congress	SA1 Royalty Licensing Fee	\$	67.00
Long Lines	New Billing Software	\$	18,734.16
Long Lines	Communication Services	\$	9,903.19
Lumen Access Billing	Access Fees	\$	551.84
Lumen Lexcis	Directory Listings	\$	36.45
Merchant Bankcard	Credit Card Processing Fees	\$	815.94
Messenger	Advertising	\$	100.00
Mid America Communications II	FTTP Project Installation Prep	\$	3,433.35
MidAmerican Energy	Neal 4 Operations	\$	10,000.00
MP Nexlevel LLC	FTTP Project Pay Request #13	\$	54,532.99
National Cable Television Cooperative	Programming Fees	\$	15,313.30
Nexstar Broadcasting	Programming Fees	\$	1,612.38
NIMECA	Power Bill	\$	29,663.88
NIMECA	MRES Settlement	\$	5,819.21
NIMECA	NAR Transfer	\$	12.38
Oakhill Consulting	FTTP Project Engineering	\$	2,516.00
Office Elements	Office Supplies/Toner	\$	692.21
Payroll	Salaried, Hourly & Overtime	\$	25,252.06
PLIC-SBD Grand Island	Life/Disability Insurance	\$	727.92
Pop Media	Programming Fees	\$	42.71
Postmaster	Postage/Stamps	\$	946.15
Pro Cooperative	Fuel/Diesel	\$	780.26

Pro Cooperative	Diesel for Generation	\$	90,294.15
R&D Industries	Network Support	\$	944.50
R&D Industries	FTTP Project Network Configuration	\$	2,266.95
RB Lumber Company	FTTP Project Mounting Supplies	\$	179.55
Richardson's Service	12V Marine Battery	\$	159.88
Secure Shred Solutions	Paper Shredding	\$	27.00
Skarshaug Testing Lab	Glove Testing	\$	63.98
Spencer Municipal Utilities	Fiber Lease	\$	450.00
US Card Systems	Credit Card Terminal Lease	\$	29.95
Verizon	Wireless Phone Service	\$	207.12
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	11,686.06
Zcorum	Cable Modem Provisioning	\$	797.94
	<u>Total Expenses</u>	\$	<u>473,832.77</u>

Electric Expenses	\$	396,461.39
Communications Expenses	\$	<u>77,371.38</u>
Total Expenses	\$	<u>473,832.77</u>

Trustees reviewed the Utility Funds Report, Income Statement, and Balance Sheet for July 2022. Motion by Trustee Storms and seconded by Trustee Runneberg to authorize the Investment Committee to seek out quotes for investing up to \$1,000,000 short-term. Ayes: All. Nays: None. Motion carried.

Fiber-To-The-Premise Project Update: All underground work, fiber pulling, splicing, and testing are completed. Pre-wiring of downtown businesses and testing of the fiber system have begun. The next phase of the project will be to contact existing internet customers to review fiber plan options and schedule installations.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve Pay Request #14 in the amount of \$5,803.58 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.

The Trustees reviewed the revised proposal from RSM for securing and updating our internal and proprietary networks. It was agreed that the new proposal is more cost effective for our budget while still accomplishing the goals we are trying to achieve. Since the internal and proprietary networks are shared with the City of Laurens, the Trustees directed the General Manager to meet with the City Administrator to review and discuss the new proposal.

Discussion was held on changing Ethan Schultz from a seasonal employee to a regular part-time employee. The Trustees informed the General Manager that they support the change.

Discussion was held on options to provide assistance to Ethan Schultz in his efforts to become an electric lineman and maintain his employment with Laurens Municipal Power & Communications. Mr. Schultz has started classes at Iowa Lakes Community College in their Wind Energy & Turbine Technology Program. The Trustees instructed the General Manager to formulate a plan of assistance to retain Mr. Schultz as an electric lineman once his studies are completed.

There being no further business, the Chairman declared the meeting adjourned at 7:35 p.m.

Richard Main
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees