

October 31, 2022

The Utility Board of Trustees of Laurens, Iowa met in regular session at the Municipal Building, 272 N. Third Street, Laurens, Iowa, at 11:00 a.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 Runneberg and seconded by Trustee Storms to approve the agenda for the October 31, 2022 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the minutes of the September 29, 2022 regular board meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the summary of receipts for September 2022 in the amount of \$392,451.01 and the list of expenses for September 2022 in the amount of \$423,935.65. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R – Electric	\$ 262,397.54
A/R – Communications	\$ 64,410.23
Merchandise/Services – Electric	\$ 2,549.36
Merchandise/Services – Communications	\$ 84.00
Carrier Access Fees – Communications	\$ 3,234.23
NIMECA Power Credits – Electric	\$ 31,755.90
Jack Link's Payment to City of Laurens – Electric	\$ 154.00
ACP/Erate Reimbursement – Internet	\$ 300.00
Deposits – Electric	\$ 1,725.00
Deposits – Internet	\$ 344.00
Unclaimed Deposits – Electric	\$ ( 187.67)
Unclaimed Deposits – Communications	\$ ( 85.57)
Marathon Energy Sales – Electric	\$ 8,337.96
Tower Lease – Communications	\$ 2,100.00
Attachment H Revenues – Electric	\$ 15,234.78
Lifeline Credit Reimbursement – Communications	\$ 20.00
Miscellaneous – Communications	\$ 47.25
Office Phone System - Electric	\$ 30.00
<u>Total Cash Receipts</u>	<u>\$ 392,451.01</u>

Electric Cash Receipts	\$ 321,996.87
<u>Communications Cash Receipts</u>	<u>\$ 70,454.14</u>
<u>Total Cash Receipts</u>	<u>\$ 392,451.01</u>

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 133.92
AFLAC	Employee Contributions	\$ 299.84
Ahlers & Cooney	Legal Services	\$ 508.50
Aureon	CALEA/SS7/Switching/Transport	\$ 574.32
Avesis	Group Vision Insurance	\$ 100.43
B&K Embroidery	Company Clothing	\$ 111.01
Bally Sports North	Programming Fees	\$ 2,498.60
Big 10 Network	Programming Fees	\$ 475.32
Border States Electric	Sectionalizer	\$ 2,691.05
Buena Vista County Treasurer	Property Taxes	\$ 41.00
CDS Global	Credit Card Processing Fees	\$ 32.15

Clanton Creek Connections	FTTP Project – Customer Installs	\$	8,850.00
Clay County Treasurer	Property Taxes	\$	25.00
Cleveland, Chad	Meeting Expenses	\$	455.00
Community State Bank	Service Charges	\$	120.56
Consortia Consulting	Consulting Contract	\$	975.00
Customers	Deposit/Credit Refunds	\$	1,116.85
Department of Energy	WAPA Power Bill	\$	36,548.11
Display Systems International	Programming Fees	\$	165.76
Employee Benefit Systems	Self-Funding – Administration	\$	120.00
FISERV	Credit Card Processing Fees	\$	38.70
Goldfield Telecom	FTTP Project – E7 Cards/SFPs	\$	86,275.92
Gray Media Group	Programming Fees	\$	877.50
Graybar Electric	FTTP Project - Fiber Jumpers	\$	5,276.00
Hearst Television	Programming Fees	\$	1,584.18
ICMA RC	Employee Contributions	\$	1,000.00
Internal Revenue Service	Payroll Taxes	\$	8,284.04
Interstate TRS Fund	TRS Fund Assessment	\$	137.76
Iowa Department of Revenue	Sales/Use Tax	\$	6,576.67
Iowa Department of Revenue	State Withholding	\$	1,381.00
Iowa Public Employees Retirement System	IPERS Contributions	\$	5,424.78
Iowa State Auditor	Audit Filing Fee	\$	425.00
JPW Technologies	Meter Reader Battery	\$	178.15
Laurens, City of	Utility Billing	\$	90,694.98
Laurens Food Pride	Supplies	\$	38.50
Laurens House of Print	Brochures/Door Hangers/Envelopes	\$	300.35
Laurens Municipal Power & Communications	Communications Bill	\$	129.07
Laurens Municipal Utilities	Utility Bill	\$	100.88
Laurens Plumbing	FTTP Project – Installation Supplies	\$	156.67
Laurens Sun	Publications/Advertising	\$	263.76
Long Lines	Communication Services	\$	12,059.13
Lumen Lexcis	Directory Listings	\$	36.45
Merchant Bankcard	Credit Card Processing Fees	\$	1,013.37
Messenger	Advertising	\$	100.00
MidAmerican Energy	Neal 4 Operations	\$	56,000.00
National Cable Television Cooperative	Programming Fees	\$	14,720.80
Nexstar Broadcasting	Programming Fees	\$	1,616.28
NIMECA	NAR Transfer/Property Taxes	\$	392.71
North American Numbering Plan	E911 Administration Fee	\$	25.00
Oakhill Consulting	FTTP Project Engineering	\$	3,808.00
Payroll	Salaried, Hourly & Overtime	\$	23,353.13
PLIC-SBD Grand Island	Life/Disability Insurance	\$	727.92
Plymouth County Treasurer	Property Taxes	\$	60.50
Pocahontas County E911 Services	E911 Fees	\$	942.38
Pocahontas County Treasurer	Property Taxes	\$	3,945.46
Pop Media	Programming Fees	\$	40.90
Postmaster	Postage	\$	344.32
Pro Cooperative	Fuel/Diesel	\$	819.23
R&D Industries	Network Support	\$	1,051.36
Richardson's Service	Vehicle Maintenance	\$	165.80
Secure Shred Solutions	Paper Shredding	\$	26.00
Skarshaug Testing Lab	Rubber Glove Testing	\$	72.69
Spencer Municipal Utilities	Fiber Lease	\$	450.00
Stuart C. Irby	LED Street Lights/Connectors	\$	1,448.51
Treasurer, State of Iowa	Unclaimed Property	\$	146.40

US Bank	Office 365 Renewal	\$	1,200.00
US Card Systems	Credit Card Terminal Lease	\$	29.95
VECTOR Dues	Annual Dues	\$	4,257.00
Verizon	Wireless Phone Service	\$	207.52
Visa	Annual Fee	\$	25.00
Webster County Treasurer	Property Taxes	\$	429.50
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	11,686.06
Woodbury County Treasurer	Property Taxes	\$	1,786.00
Zcorum	Cable Modem Provisioning	\$	766.99
Ziegler, Inc.	<u>Generators – Repairs</u>	\$	<u>15,194.96</u>
	Total Expenses	\$	423,935.65

Electric Expenses	\$	361,100.65
Communications Expenses	\$	<u>62,835.00</u>
Total Expenses	\$	423,935.65

Trustees reviewed the Utility Funds Report, Income Statement, and Balance Sheet for September 2022. Motion by Trustee Storms and seconded by Trustee Runneberg to authorize the Investment Committee to seek out quotes for investing up to \$500,000 short-term. Ayes: All. Nays: None. Motion carried.

Fiber-To-The-Premise Project Update: We have started transitioning internet and telephone customers to the new fiber system. Eligible customers are being contacted by phone to schedule appointments for our installation teams. To date we have transitioned 199 customers over to the new fiber system.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the renewal of our group health insurance plan with Wellmark Blue Cross Blue Shield through Woodley Insurance. The renewal goes into effect on December 1, 2022 and runs through November 30, 2023. The Utility will be staying with the same health plan code ERF and drug code TMN. The Utility will continue to partially self-fund the group health insurance plan as follows:

<u>ERF/TMN</u>		<u>Administered As</u>
\$2,500 / \$5,000	Deductibles	\$250 / \$500
\$5,000 / \$10,000	Out-Of-Pocket Maximum	\$1,000 / \$2,000
\$8 / \$35 / \$50	Drug Plan	\$8 / \$25 / \$40

Single coverage monthly premium will be \$938.77. Family coverage monthly premium will be \$2,346.97. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the renewal of our group dental insurance plan with Blue Dental through Woodley Insurance. The renewal goes into effect on December 1, 2022 and runs through November 30, 2023. The Utility will be using dental plan Code DCM00206. Single coverage monthly premium will be \$45.84. Family coverage monthly premium will be \$151.10. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the renewal of our group Life, AD&D, Short-term, and Long-term disability insurance plan with Principal through Woodley Insurance. The renewal goes into effect on January 1, 2023 and runs through December 31, 2023. Ayes: All. Nays: None. Motion carried.

Discussion was held on the vacation and sick leave portion of the LMPC Employee Handbook. No specific action was taken.

Motion by Trustee Runneberg and seconded by Trustee Storms to conduct a public hearing to amend the calendar year 2022 budget at the Municipal Building on November 21, 2022, beginning at 4:00 p.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 2023 budget at the Municipal Building on November 21, 2022, beginning at 4:00 p.m. Ayes: All. Nays: None. Motion carried.

There being no further business, the Chairman declared the meeting adjourned at 2:40 p.m.

Richard Main  
Chairman, Board of Trustees

ATTEST: Chad Cleveland  
Secretary, Board of Trustees