

December 18, 2023

The Utility Board of Trustees of Laurens, Iowa met in regular session at the Municipal Building, 272 N. Third Street, Laurens, Iowa, at 3:00 p.m. on the above date. Present were Trustees Jerry Runneberg and Ben Storms. Also present were General Manager Chad Cleveland and Kelly Horsman.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the December 18, 2023 regular meeting agenda. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the minutes of the November 28, 2023 Board meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the summary of receipts for November 2023 in the amount of \$371,079.91 and the list of expenses for November 2023 in the amount of \$796,481.06. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R- Electric	\$ 245,320.25
A/R- Communications	\$ 60,947.42
Merchandise/Services- Electric	\$ 875.00
Merchandise/Services- Communications	\$ 72.00
Carrier Access Fees- Communications	\$ 1,331.39
Deposits- Electric	\$ 765.00
Deposits- Communications	\$ 252.00
Marathon Energy Sales- Electric	\$ 13,734.57
Attachment H Revenues- Electric	\$ 34,226.80
Renewable Energy Credits Sale- Electric	\$ 13,431.73
Lifeline Broadband Reimbursement- Communications	\$ 19.00
Lifeline Voice Reimbursement- Communications	\$ 11.00
Miscellaneous- Communications	\$ 63.75
Office Phones- Electric	\$ 30.00
Total Cash Receipts	\$ 371,079.91

Electric Receipts	\$ 308,383.35
Communications Receipts	\$ 62,696.56
Total Cash Receipts	\$ 371,079.91

List of Expenses

A&M Laundry	Dust Mops & Mats	\$ 89.28
AFLAC	Employee Contributions	\$ 449.76
Aureon	CALEA/SS7/Transport	\$ 566.18
Avesis	Group Vision Insurance	\$ 113.21
Bailey, David	Safety Footwear/Co. Clothing	\$ 229.99
Bally Sports North	Programming Fees	\$ 1,102.95
Big 10 Network	Programming Fees	\$ 422.37
Border States Electric	Ground Rods/Supplies	\$ 1,573.24
Calix Inc.	Operations Cloud/Implementation	\$ 2,628.99
CDS Global	Credit Card Processing Fees	\$ 45.00
Cleveland, Chad	Meeting Expenses	\$ 416.58
CMBA Architects	Storage Building Project	\$ 728.53

Community First Broadcasting	L-M School Sponsor	\$	52.50
Community State Bank	Service Charges	\$	103.11
Consortia Consulting	Consulting Contract	\$	1,345.00
Department of Energy	WAPA Power Bill	\$	29,647.89
DGR Engineering	Cash Flow Analysis	\$	917.00
Display Systems International	Programming Fees	\$	165.76
Echo Group	Communications Supplies	\$	84.80
Employee Benefit Systems	Self-Funding- Administration	\$	120.00
Employee Benefit Systems	Self-Funding- Claims	\$	189.61
Fiserv	Credit Card Processing	\$	70.40
GFC Leasing	Canon Copier Lease	\$	76.82
Grainger	Bollard Covers	\$	375.24
Granger Motors, Inc.	2023 Ford F-250 XL	\$	58,099.10
Gray Media Group	Programming Fees	\$	800.00
Hearst Television	Programming Fees	\$	1,470.00
ICMA RC	Employee Contributions	\$	1,000.00
Internal Revenue Service	Payroll Taxes	\$	9,949.42
Interstate TRS Fund	TRS Fund Assessment	\$	228.48
Iowa Department of Revenue	Sales Tax	\$	5,810.03
Iowa Department of Revenue	State Withholding	\$	1,387.18
Iowa One Call	Locates	\$	31.70
Iowa Public Employees Retirement System	IPERS Contributions	\$	6,277.17
Iowa Utilities Board	IUB/OCA Assessment	\$	1,204.00
Laurens, City of	Utility Billing	\$	90,029.72
Laurens Food Pride	Cleaning/Office Supplies	\$	238.14
Laurens Municipal Power & Communications	Communications Bill	\$	360.61
Laurens Municipal Utilities	Utility Bill	\$	119.66
Laurens Plumbing	Light Bulbs/Supplies	\$	367.56
Laurens Sun	Publications/Advertising	\$	310.49
Long Lines	Communication Services	\$	10,142.67
Lumen Access Billing	Transport Fees	\$	95.33
Lumen Lexcis	Directory Listings	\$	36.45
Merchant Bankcard	Credit Card Processing	\$	1,100.33
Mid-America Communications II	Fiber Installs/CO Services	\$	910.48
MidAmerican Energy	Neal 4 Operations	\$	53,000.00
National Content & Technology Cooperative	Programming/TiVo/ACA	\$	18,933.06
Nexstar Broadcasting	Programming Fees	\$	1,507.21
NIMECA	Power Bill	\$	6,228.07
Office Elements	Office Supplies	\$	12.90
Payroll	Salaried, Hourly & Overtime	\$	26,870.73
PLIC-SBD Grand Island	Life/Disability Insurance	\$	773.88
Pop Media	Programming Fees	\$	37.23
Postmaster	Postage	\$	1,061.52
Pro Cooperative	Fuel/Diesel/Tires	\$	2,207.34
R&D Industries	Network Support	\$	350.00
RSM US LLP	Network Support	\$	2,100.00
Schultz, Ethan	Safety Footwear	\$	200.00
Scott's Lawn Service	Vegetation Control	\$	60.00
Secure Shred Solutions	Paper Shredding	\$	26.00
Spencer Municipal Utilities	Fiber Lease	\$	450.00
UMB Bank	Bond Payment	\$	436,812.50

US Card Systems	Credit Card Terminal Lease	\$	29.95
Verizon	Wireless Phone Service	\$	207.20
Visa	Hulu/Shelving/Tools	\$	491.95
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	12,506.18
Zcorum	Truvision Fees	\$	261.08
Ziegler, Inc.	Generator Maintenance	\$	871.53
	Total Expenses	\$	796,481.06

Electric Expenses	\$	734,549.56
Communications Expenses	\$	61,931.50
Total Expenses	\$	796,481.06

Trustees reviewed the Utility Funds Report and Investments. No income statement or balance sheet were available for November 2023 due to conversion to new accounting software. No specific action was taken.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the proposed list of accounts to be written off. The total amount for the Electric Utility to be written off is \$5,539.33. The total amount for the Communications Utility to be written off is \$996.14. The write-off recoveries for 2023 were \$2,218.87 for the Electric Utility and \$968.54 for the Communications Utility. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the proposed list of Carrier Access Billing accounts (CABs) to be written off. The total amount of CABs to be written off is \$600.40. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the Letter of Engagement from T.P. Anderson & Company to audit our financial for the calendar year ending December 31, 2023. The cost for auditing services will not exceed \$18,000.00. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the following Mission Statement and Values for LMPC:

Our Mission

- Provide reliable, safe, and affordable Electric, Internet, Telephone, and Cable TV services.
- Support and enhance the quality of life of our community and employees.
- Treat everyone the way we would want to be treated.

Values

- Honesty, Integrity, and Respect – Treat everyone the way we would want to be treated.
- Excellence – Committed to providing safe, reliable, and affordable services.
- Community Minded – Strive to improve the quality of life and vitality of our community.

The Board reviewed the 2023 Annual Report for the City Council.

At 5:00 p.m. the Board of Trustees took a break to attend the City Council meeting and present the 2023 Annual Report.

At 5:30 p.m. the Board of Trustees resumed their regular board meeting.

General Manager's Update:

- Provided an update on information received at the December 12, 2023 NIMECA Board meeting.
- Proposed upgrading the lighting system on our 400-foot Communications tower. The Board recommended getting competitive quotes on this for the next meeting if possible.
- Informed the Board that due to the increasing cost of our interconnection circuit with Lumen, Consortia Consulting is working on moving this circuit from Spencer to Long Lines. The reason for the transition is the cost of the circuit.

There being no further business, the Chairman Pro Tem declared the meeting adjourned at 5:35 p.m.

Chairman Pro Tem, Board of Trustees

ATTEST: _____
Secretary, Board of Trustees