

February 23, 2023

The Utility Board of Trustees of Laurens, Iowa met in regular session at the Municipal Building, 272 N. Third Street, Laurens, Iowa, at 4:00 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 February 23, 2023 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the minutes of the January 30, 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 January 2023 in the amount of \$435,083.08 and the list of expenses for January 2023 in the amount of \$390,559.78. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R- Electric	\$ 305,444.57
A/R- Communications	\$ 64,949.70
Merchandise/Services- Electric	\$ 190.00
Merchandise/Services- Communications	\$ 106.00
Carrier Access Fees- Communications	\$ 3,526.48
Treasury Overpayment Refund- Electric	\$ 1.92
LIHEAP Refund Disconnected Accounts- Electric	\$ 520.00
ACP/Lifeline/ERATE Reimbursement- Communications	\$ 429.00
LIHEAP Energy Assistance- Electric	\$ 8,029.50
Deposits- Electric	\$ 1,749.31
Deposits- Internet	\$ 400.00
Deposits- Telephone	\$ 40.00
Deposits- Cable TV	\$ 144.00
Treasury Account Interest Earned- Electric	\$ 3.34
Marathon Energy Sales- Electric	\$ 11,725.16
E911 Fees- Telephone	\$ 643.26
Tower Lease- Communications	\$ 3,036.00
Attachment H Revenues- Electric	\$ 26,089.60
Sale of Willow Creek Wind RECs- Electric	\$ 8,050.18
Miscellaneous- Communications	\$ 5.06
Total Cash Receipts	\$ 435,083.08

Electric Receipts	\$ 361,803.58
Communications Receipts	\$ 73,279.50
Total Cash Receipts	\$ 435,083.08

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 178.56
AFLAC	Employee Contributions	\$ 299.84
Ahlers & Cooney	Legal Services	\$ 301.00
Alliant Energy	Natural Gas	\$ 407.69
Amaril Uniform	FR Clothing	\$ 883.59
Aureon	CALEA/SS7/Switching/Transport	\$ 714.93
Avesis	Group Vision Insurance	\$ 103.45
Bally Sports North	Programming Fees	\$ 1,199.70
Big 10 Network	Programming Fees	\$ 448.80
Border States Electric	Supplies	\$ 374.80
CDS Global	Credit Card Processing	\$ 36.65

Clanton Creek Connections	FTTP Project- Customer Installs	\$	13,575.00
Cleveland, Chad	Meeting Expense	\$	233.75
Community First Auto Parts	Generator Filters	\$	90.12
Community First Broadcasting	Radio Advertising	\$	52.50
Community State Bank	Safe Deposit Box Rent	\$	30.00
Community State Bank	Service Charges	\$	124.70
Consortia Consulting	Consulting Contract	\$	1,125.00
Customers	Deposit Refunds	\$	615.94
Department of Energy	WAPA Power Bill	\$	34,768.91
DGR Engineering	Relay Upgrades/SCADA Project	\$	4,520.25
Display Systems International	Programming Fees	\$	165.76
Echo Group	FTTP Project- Install Supplies	\$	333.32
Employee Benefit Systems	Self-Funding- Administration	\$	120.00
Employee Benefit Systems	Self-Funding- Claims	\$	42.50
Fiserv	Credit Card Processing	\$	49.89
Goldfield Telecom	FTTP Project- Cable Mgmt Trays	\$	167.33
Grainger	Tools/Mop Heads/Switches	\$	960.36
Gray Media Group	Programming Fees	\$	817.50
Graybar Electric	FTTP Project- Fiber Jumpers	\$	1,726.21
Horsetech	Shipping Fees	\$	20.80
ICMA RC	Employee Contributions	\$	1,000.00
Internal Revenue Service	Payroll Taxes	\$	8,778.06
Internal Revenue Service	Excise Tax	\$	549.04
Interstate TRS Fund	TRS Fund Assessment	\$	137.76
Iowa Department of Natural Resources	Tank Management Fee	\$	65.00
Iowa Department of Revenue	Sales Tax	\$	6,370.02
Iowa Department of Revenue	State Withholding	\$	1,270.51
Iowa One Call	Locates	\$	24.40
Iowa Public Employees Retirement System	IPERS Contributions	\$	5,816.63
Laurens Chamber	Membership Dues	\$	100.00
Laurens, City of	Utility Billing	\$	94,317.34
Laurens Food Pride	Supplies	\$	240.91
Laurens House of Print	Envelopes/Paper	\$	260.55
Laurens Municipal Power & Communications	Communications Bill	\$	364.81
Laurens Municipal Utilities	Utility Bill	\$	104.03
Laurens Plumbing	Heater/Supplies	\$	416.30
Laurens Sun	Publications/Advertising	\$	251.56
Long Lines	Communication Services	\$	9,812.05
Lumen Access Billing	Access Charges	\$	551.50
Lumen Lexcis	Directory Listings	\$	36.45
Merchant Bankcard	Credit Card Processing	\$	1,030.37
Mid-America Communications II, LLC	FTTP Project- Customer Installs	\$	8,359.75
MidAmerican Energy	Neal 4 Operations	\$	61,000.00
National Cable Television Cooperative	Programming Fees	\$	27,979.07
National Child Safety Council	L-M School Safety Program	\$	262.00
NIMECA	Power Bill	\$	44,730.93
NIMECA	IADG Fees/Corn Belt Meter Maint.	\$	6,814.77
Norsolv	Norsolv Service	\$	273.87
Payroll	Salaried, Hourly & Overtime	\$	25,183.66
PLIC-SBD Grand Island	Life/Disability Insurance	\$	671.35
Pop Media	Programming Fees	\$	37.49
Postmaster	Postage	\$	333.71
Pro Cooperative	Fuel/Diesel/Kerosene	\$	528.97
R&D Industries	Network Support	\$	670.50
RB Lumber Company	FTTP Project- Install Supplies	\$	59.92

Richardson's Service	Vehicle Maintenance	\$	38.78
Roettger, Caleb	Safety Footwear	\$	200.00
Schultz, Ethan	Tuition Reimbursement	\$	625.00
Scott's Lawn Service	Vegetation Control	\$	75.00
Secure Shred Solutions	Paper Shredding	\$	26.00
Spencer Municipal Utilities	Fiber Lease	\$	450.00
Upper Des Moines Opportunity, Inc.	LIHEAP Refunds	\$	1,696.29
US Card Systems	Credit Card Terminal Lease	\$	29.95
Verizon	Wireless Phone Service	\$	206.68
Visa	Domains/Tools/Query/Training	\$	1,055.51
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	13,264.44
	Total Expenses	\$	390,559.78

Electric Expenses	\$	324,289.13
Communications Expenses	\$	66,270.69
Total Expenses	\$	390,559.78

Trustees reviewed the Utility Funds Report, Balance Sheet, and Income Statement for January 2023. No specific action was taken.

Fiber-To-The-Premise Project Update: We are actively transitioning customers to the new fiber system. Customers are being contacted by phone to schedule appointments for our installation teams. As of today we have transitioned 400 customers over to the new fiber system.

Board Member Runneberg introduced the following Resolution entitled "RESOLUTION FIXING DATE FOR A MEETING ON THE PROPOSITION OF WITHDRAWAL FROM THE AMENDED AND RESTATED LEHIGH-WEBSTER TRANSMISSION AND WEBSTER TERMINALS FACILITIES AND OPERATING AGREEMENT" and moved that the Resolution be adopted.

Board Member Storms seconded the motion. The roll was called, and the vote was,
Ayes: Main, Runneberg, and Storms Nays: None

Whereupon, the Chairperson declared the measure duly adopted.

RESOLUTION FIXING DATE FOR A MEETING ON THE PROPOSITION OF
WITHDRAWAL FROM THE AMENDED AND RESTATED LEHIGH-WEBSTER
TRANSMISSION AND WEBSTER TERMINALS FACILITIES AND OPERATING
AGREEMENT

WHEREAS, the Municipal Electric Utility of the City (the "Utility") has entered into an Asset Purchase agreement with MidAmerican Energy Company ("MidAmerican") for the sale of the Utility's ownership interest in certain transmission assets known as Lehigh-Webster Transmission ("Lehigh-Webster Transmission") owned pursuant to that certain Amended and Restated Lehigh-Webster Transmission and Webster Terminals Facilities and Operating Agreement, as amended (the "Transmission Agreement"); and

WHEREAS, the sale (the "Sale") of the Utility's ownership interest in the Lehigh-Webster Transmission will require an amendment of the Transmission Agreement (the "Amendment") to reflect the Utility's withdrawal therefrom and that the Utility will no longer be a participant and joint owner therein; and

WHEREAS, the remaining joint owners will amend the Transmission Agreement to reflect the Utility's withdrawal therefrom and that the Utility will no longer be a participant and joint owner therein, and the Utility will not be a party to said Amendment; and

WHEREAS, the form of the proposed Amendment, in substantially final form, is now before this Board; and

WHEREAS, Iowa Code section 390.3 requires a public hearing be conducted for the Utility's withdrawal from and the amendment of the Transmission Agreement; and

WHEREAS, before the withdrawal and amendment may be approved, it is necessary to comply with the provisions of Iowa Code section 390.3, Code of Iowa, 2023, as amended, and to publish a notice of the proposal to withdraw from the Transmission Agreement and to conduct a hearing thereon and to receive and consider any objections and hear any evidence for or against the proposal.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MUNICIPAL ELECTRIC UTILITY OF LAURENS, IOWA:

Section 1. That this governing body shall meet at the Municipal Building, 272 N. 3rd Street, Laurens, Iowa at 4:00 o'clock P.M. on the 23rd day of March, 2023, for the purpose of conducting a public hearing on the proposition of withdrawal from the Amended and Restated Lehigh-Webster Transmission and Webster Terminals Facilities and Operating Agreement, as amended.

Section 2. That the withdrawal from the Amended and Restated Lehigh-Webster Transmission and Webster Terminals Facilities and Operating Agreement, as amended, the form of the Amendment reflecting the withdrawal, and the execution by the Chairman and Secretary of any documents necessary and appropriate to memorialize said withdrawal and approval of the Amendment, are hereby authorized and approved, subject to final approval following public hearing.

Section 3. The proposed amendment to the Amended and Restated Lehigh-Webster Transmission and Webster Terminals Facilities and Operating Agreement, as amended, shall remain on file with the Secretary and available for public inspection prior to the hearing.

Section 4. That the Secretary is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the City. The publication to be not less than ten clear days nor more than twenty days before the date of the public hearing on the proposition of withdrawal from the Amended and Restated Lehigh-Webster Transmission and Webster Terminals Facilities and Operating Agreement, as amended.

Section 5. The notice of the proposed action shall be in substantially the following form:

NOTICE OF MEETING OF THE BOARD OF TRUSTEES OF THE MUNICIPAL ELECTRIC UTILITY OF THE CITY OF LAURENS, IOWA, ON THE MATTER OF THE PROPOSITION OF THE WITHDRAWAL FROM THE AMENDED AND RESTATED LEHIGH-WEBSTER TRANSMISSION AND WEBSTER TERMINALS FACILITIES AND OPERATING AGREEMENT

PUBLIC NOTICE is hereby given that the Board of Trustees of the Municipal Electric Utility of the City of Laurens, Iowa, will hold a public hearing on the 23rd day of March, 2023, at 4:00 o'clock P.M. at the Municipal Building, 272 N. 3rd Street, Laurens, Iowa, at which meeting the Board proposes to take final action for the withdrawal from the Amended and Restated Lehigh-Webster Transmission and Webster Terminals Facilities and Operating Agreement, as amended (the "Transmission Agreement").

At the above mentioned meeting, the Board of Trustees of the Municipal Electric Utility proposes to take final action on the matter of approving the withdrawal from the Transmission Agreement, and approving the amendment of the Transmission Agreement to reflect withdrawal of the Utility from the Transmission Agreement.

The proposed form of the amendment to the Transmission Agreement, in substantially final form, is on file with the Secretary for public inspection.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the City, to the above action. After all objections have been received and considered, the Board will at this meeting or at any adjournment thereof, take final action on the approval of the withdrawal from the Transmission Agreement, and approval of the amendment of the Transmission Agreement to reflect that the Utility is no longer an owner or party thereto.

This notice is given by order of the Board of Trustees of the Municipal Electric Utility of the City of Laurens, Iowa, as provided by Section 390.3 of the Code of Iowa, as amended.

Dated at Laurens, Iowa this _____ day of _____, 2023.

Secretary of the Board of Trustees of
the Municipal Electric Utility of the
City of Laurens, Iowa

PASSED AND APPROVED this 23rd day of February, 2023.

Richard Main
Chairperson of the Board of Trustees

ATTEST:

Chad Cleveland
Secretary of the Board of Trustees

Discussion was held on distributed generation and what our avoided costs are. Motion by Trustee Storms and seconded by Trustee Runneberg to set our avoided cost rate at \$0.0249 from March 1, 2023 through February 28, 2024. Ayes: All. Nays: None. Motion carried.

Trustee Runneberg introduced the following resolution entitled "RESOLUTION ADOPTING THE ANNUAL ELECTRIC RELIABILITY PLAN FOR LAURENS MUNICIPAL LIGHT AND POWER PLANT" and moved for adoption. Trustee Storms seconded the motion to adopt. The roll was called, and the vote was: Ayes: Main, Runneberg, and Storms. Nays: None.

Chairman Main declared the following Resolution duly adopted:

**RESOLUTION ADOPTING THE ANNUAL ELECTRIC RELIABILITY PLAN FOR
LAURENS MUNICIPAL LIGHT AND POWER PLANT**

WHEREAS, pursuant to Iowa administrative rule 199 – 27.10, municipal electric utilities are required to review, adopt, and approve, by their governing body, an annual electric reliability plan; and

WHEREAS, pursuant to Iowa administrative rule 199 – 27.10, the approved annual electric reliability plan must be filed with the Iowa Utilities Board.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF LAURENS
MUNICIPAL LIGHT AND POWER PLANT:**

That the Annual Electric Reliability Plan of Laurens Municipal Light and Power Plant is hereby approved; and

That the Laurens Municipal Light and Power Plant shall maintain an official copy of the Annual Electric Reliability Plan for public inspection and for filing with the Iowa Utilities Board.

PASSED AND ADOPTED this 23rd day of February 2023.

Richard Main
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees

Discussion was held on the rates charged for the communication services we offer today. After reviewing the cash flow projections prepared by the General Manager, the Board was in agreement that some rate changes for Cable TV services are needed.

Trustee Runneberg introduced the following resolution entitled "RESOLUTION AMENDING THE RATES CHARGED FOR SERVICES OF THE LAURENS MUNICIPAL BROADBAND COMMUNICATIONS UTILITY" and moved for adoption. Trustee Storms seconded the motion to adopt. The roll was called, and the vote was: Ayes: Main, Runneberg, and Storms. Nays: None.

Chairman Main declared the following Resolution duly adopted:

RESOLUTION AMENDING THE RATES CHARGED FOR SERVICES OF THE LAURENS MUNICIPAL BROADBAND COMMUNICATIONS UTILITY

WHEREAS, pursuant to an election held in the year 1997, the Municipal Broadband Communications Utility in and for the City of Laurens, Pocahontas County, Iowa was established; and

WHEREAS, pursuant to an election held in the year 1997, the management and control of the Laurens Municipal Broadband Communications Utility was put in the hands of the Board of Trustees; and

WHEREAS, the Board of Trustees may, by resolution, establish, impose, adjust and provide for the collection of rates to be charged for the use of communication services provided by the Laurens Municipal Broadband Communications Utility.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the City of Laurens, Pocahontas County, Iowa that the following rates for communication services shall go into effect on April 1, 2023, and shall be as follows:

CABLE TV SERVICES:	<u>NEW RATES</u>	<u>OLD RATES</u>
Broadcast Starter	\$35.00 a month	\$32.00 a month
Basic Plus	\$59.00 a month	\$54.00 a month
Variety Plus	\$21.00 a month	\$21.00 a month
Sports Plus	\$ 9.00 a month	\$ 9.00 a month
HBO	\$18.00 a month	\$18.00 a month
Cinemax	\$15.00 a month	\$15.00 a month
Starz	\$12.00 a month	\$12.00 a month
CABLE TV EQUIPMENT FEES:		
DTA Box	\$ 6.00 a month	\$ 5.00 a month
TiVo DVR	\$16.00 a month	\$15.00 a month
TiVo Mini	\$11.00 a month	\$10.00 a month
CABLE TV CITY FRANCHISE FEE:	5.00% of subscribed Cable TV services	

OTHER PROVISIONS:

PENALTY: The communication services bill shall be due and payable upon receipt. If the communications bill is not paid by the 5th of the month after billing, a late payment fee of 1.5% of the balance due will apply. If the 5th of the month falls on a Saturday, Sunday, or holiday, the deadline for payment without penalty will be extended to the next working day.

DELINQUENT NOTICE: A \$5.00 charge will be incurred on all delinquent accounts that require the preparation and delivery of a delinquent notice.

24-HOUR DISCONNECT NOTICE: A \$15.00 charge will be incurred on all delinquent accounts that require the preparation and delivery of a 24 hour disconnect notice.

SALES TAX: Sales tax will be added to all communication services bills so as to be in compliance with the provisions of the laws of Iowa.

RECONNECTION FEES: If a customer, whose service has been disconnected, either by his/her order (example: Snowbirds), or by reason of delinquency, requests a reconnection of such service within twelve (12) months of the time of disconnection, a reconnection charge shall be collected.

The reconnection charge shall be as follows:

Residential Internet	\$10.00
Residential Cable TV	\$10.00
Residential Telephone	\$10.00
Business Internet	\$20.00
Business Cable TV	\$20.00
Business Telephone	\$20.00

This resolution shall be effective April 1, 2023 upon approval and publication as provided by law.

PASSED AND APPROVED this 23rd day of February 2023.

Richard Main
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees

Discussion was held on Cable TV service offered today and the options available to our customers if they would like to make some changes to help save some money. The discussion focused on popular streaming options that have the look and feel of what we offer today. LMPC customers are encouraged to stop by our offices in City Hall and we can demonstrate how some of these streaming options work. No specific action was taken.

Discussion was held on the LMPC Employee Handbook, specifically sections dealing with Overtime, Vacation, and Sick Leave.

Trustee Storms introduced the following resolution entitled "RESOLUTION AMENDING THE LMPC EMPLOYEE POLICY HANDBOOK" and moved for adoption. Trustee Runneberg seconded the motion to adopt. The roll was called, and the vote was: Ayes: Main, Runneberg, and Storms. Nays: None.

Chairman Main declared the following Resolution duly adopted:

BE IT RESOLVED by the Board of Trustees of Laurens Municipal Power & Communications of the City of Laurens, Iowa:

Section 1. The Board is approving and adopting the proposed new language for Section 10.6: Overtime.

Section 2. The Board is approving and adopting the proposed new language for Section 12: Vacation.

Section 2. The Board is approving and adopting the proposed new language for Section 13: Sick Leave.

This resolution shall be effective January 1, 2023 upon approval and publication as provided by law.

PASSED AND APPROVED this 23rd day of February 2023.

Richard Main
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees

There being no further business, the Chairman declared the meeting adjourned at 8:10 p.m.

Richard Main
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees