

January 30, 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 January 30, 2023 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to appoint Trustee Richard Main as Chairman, Trustee Ben Storms as Chairman Pro Tem, Chad Cleveland as Board Secretary, and Trustees Main, Runneberg, Storms and Secretary Cleveland to the Investment Committee. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the minutes of the December 19, 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 December 2022 in the amount of \$439,091.96 and the list of expenses for December 2022 in the amount of \$378,298.79. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R – Electric	\$ 235,840.78
A/R – Communications	\$ 58,851.61
Merchandise/Services – Electric	\$ 2,160.00
Merchandise/Services – Communications	\$ 56.00
Carrier Access Fees – Communications	\$ 3,058.39
Write-Off Recovery – Electric	\$ 190.61
Accrued Interest – Electric	\$ 4,062.50
Lehigh-Webster Transmission Sale Proceeds – Electric	\$ 95,777.55
ACP/Lifeline/ERATE Reimbursements – Communications	\$ 429.00
Deposits – Electric	\$ 445.14
Deposits – Internet	\$ 322.00
Deposits – Cable TV	\$ 101.00
RESCO Deferred Patronage – Electric	\$ 183.00
Treasury Interest in Excess – Electric	\$.07
Marathon Energy Sales – Electric	\$ 9,417.50
Tower Lease – Communications	\$ 2,118.00
Attachment H Revenues – Electric	\$ 25,973.24
Miscellaneous – Communications	\$ 75.57
Office Phones – Electric	\$ 30.00
Total Cash Receipts	\$ 439,091.96

Electric Receipts	\$ 374,080.39
Communications Receipts	\$ 65,011.57
Total Cash Receipts	\$ 439,091.96

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 89.28
AFLAC	Employee Contributions	\$ 299.84
Alliant Energy	Natural Gas	\$ 347.86
Aureon	CALEA/SS7/Switching/Transport	\$ 556.32
Aveis	Group Vision Insurance	\$ 100.43
Bailey, David	Safety Footwear	\$ 150.00
Bally Sports North	Programming Fees	\$ 2,325.00

Big 10 Network	Programming Fees	\$	451.20
CDS Global	Credit Card Processing Fees	\$	36.95
Clanton Creek Connections	FTTP Project – Customer Installs	\$	27,000.00
Cleveland, Chad	Meeting Expense	\$	10.00
Community First Broadcasting	Radio Advertising	\$	52.50
Community State Bank	Service Charges	\$	113.53
Consortia Consulting	Consulting Contract	\$	1,206.25
Customers	Deposit/Credit Refunds	\$	233.39
Department of Energy	WAPA Power Bill	\$	31,086.39
DGR Engineering	Marathon Rate Calculation	\$	2,023.00
DGR Engineering	Relay Upgrade/SCADA Project	\$	400.00
Display Systems International	Programming Fees	\$	165.76
Echo Group	FTTP Project – Installation Supplies	\$	8,093.19
Employee Benefit Systems	Self-Funding – Administration	\$	120.00
Employee Benefit Systems	Self-Funding – Claims	\$	505.90
Fiserv	Credit Card Processing Fees	\$	47.20
Goldfield Telecom	FTTP Project – Calix E7 Cards	\$	14,574.55
Gray Media Group	Programming Fees	\$	825.00
Gworks	Annual License/Support Fees	\$	4,497.80
Hearst Television	Programming Fees	\$	1,489.40
ICMA RC	Employee Contributions	\$	1,000.00
Internal Revenue Service	Payroll Taxes	\$	8,795.05
Interstate TRS Fund	TRS Fund Assessment	\$	137.76
Iowa Department of Revenue	Sales/Use Tax	\$	5,750.20
Iowa Department of Revenue	State Withholding	\$	1,459.00
Iowa One Call	Locates	\$	23.50
Iowa Public Employees Retirement System	IPERS Contributions	\$	5,735.21
Laurens, City of	Utility Billing	\$	84,638.27
Laurens, City of	Cable TV Franchise Fees	\$	12,317.29
Laurens Food Pride	Supplies	\$	34.60
Laurens Municipal Power & Communications	Communications Bill	\$	110.36
Laurens Municipal Utilities	Utility Bill	\$	209.05
Laurens Plumbing	FTTP Project – Installation Supplies	\$	261.92
Laurens Sun	Publications/Advertising	\$	547.21
Long Lines	Communication Services	\$	9,381.61
Lumen Access Billing	Access Charges	\$	551.68
Lumen Lexcis	Directory Listings	\$	36.45
Main, Richard	Trustee Fees	\$	720.00
Merchant Bankcard	Credit Card Processing Fees	\$	859.11
Mid-America Communications II, LLC	FTTP Project – Customer Installs	\$	12,583.20
National Cable Television Cooperative	Programming Fees	\$	13,752.90
Nexstar Broadcasting	Programming Fees	\$	1,474.68
NIMECA	Power Bill	\$	64,283.67
NIMECA	Lehigh Webster Legal Fees	\$	1,519.45
Oakhill Consulting	FTTP Project Engineering	\$	204.00
Office Elements	Office Supplies	\$	47.85
Payroll	Salaried, Hourly & Overtime	\$	24,471.64
Petty Cash	Postage	\$	15.20
PLIC-SBD Grand Island	Life/Disability Insurance	\$	671.35
Pocahontas County E911	E911 Fees	\$	903.37
Pop Media	Programming Fees	\$	37.69
Pro Cooperative	Vehicle Fuel	\$	528.07
Pro Cooperative	Generator Fuel	\$	9,585.10
R&D Industries	Network Support	\$	877.37
RB Lumber Company	FTTP Project – Installation Supplies	\$	153.97

Richardson's Service	Vehicle Maintenance	\$	75.18
Runneberg, Jerry	Trustee Fees	\$	720.00
Spencer Municipal Utilities	Transport Fees	\$	450.00
Storms, Ben	Trustee Fees	\$	720.00
Stuart C Irby	Electric Supplies	\$	125.73
Unity Point Occupational Medicine	Testing	\$	42.00
US Card Systems	Credit Card Terminal Lease	\$	29.95
Verizon	Wireless Phone Service	\$	207.00
Visa	FTTP Project – Tools/Smart TV	\$	612.01
Visa	Winter Shelter/Code Books	\$	752.88
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	13,324.44
Zcorum	Cable Modem Provisioning	\$	761.08
	Total Expenses	\$	378,298.79

Electric Expenses	\$	306,042.83
Communications Expenses	\$	72,255.96
Total Expenses	\$	378,298.79

Trustees reviewed the Utility Funds Report, Balance Sheet, and Income Statement for December 2022. No specific action was taken.

Trustee Runneberg introduced the following Resolution entitled "RESOLUTION NAMING DEPOSITORIES" 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 NAMING DEPOSITORIES

BE IT RESOLVED that the Utility Board of Trustees of the City of Laurens, Iowa approves the following list of financial institutions to be depositories of the Laurens Municipal Light and Power Plant and the Laurens Municipal Broadband Communications Utility.

<u>DEPOSITORY NAME</u>	<u>LOCATION</u>	<u>MAXIMUM BALANCE</u>
Community State Bank	Laurens, Iowa	\$10,000,000
West Iowa Bank	Laurens, Iowa	\$ 5,000,000
Iowa Public Agency Investment Trust	West Des Moines, Iowa	\$ 5,000,000
LPL Financial Holdings	Boston, Massachusetts	\$10,000,000

BE IT FURTHER RESOLVED that the Board Chairman, Board Chairman Pro Tem, Board Secretary, Accounting/Billing Clerk, and Customer Service/Billing Clerk are hereby authorized to deposit Utility funds in amounts not to exceed the maximum approved for each financial institution.

Adopted this 30th day of January 2023.

Richard Main
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees

Trustees reviewed the current Investment Policy. No specific action was taken.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the "New Home Cash Incentive Program" for calendar year 2023 available to the first owner of a newly constructed all electric residence.

Qualified applicants will receive a cash incentive of up to \$10,000 from Laurens Municipal Power & Communications which is calculated at a rate of \$5.00 per square foot of living area. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to pay the IRS standard mileage rate for calendar year 2023. Ayes: All. Nays: None. Motion carried.

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. To date we have transitioned 365 customers over to the new fiber system.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the Scope of Services and Fee Proposal from CMBA Architects for our new storage building. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the proposed energy efficiency rebate program for calendar year 2023. Ayes: All. Nays: None. Motion carried. The written rebate program for calendar year 2023 will be available to review on the Utility website: www.lmpc-ia.com.

Discussion was held on the LMPC Employee Handbook, in particular, the sections related to vacation, sick leave, and overtime. No specific action was taken.

Discussion was held on the Security Assessment at First Entry of the Laurens Municipal Building prepared by Chris Judge of the Cybersecurity & Infrastructure Security Agency. No specific action was taken.

There being no further business, the Chairman declared the meeting adjourned at 6:10 p.m.

Richard Main
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees