

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 was General Manager Chad Cleveland.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the November 28, 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 October 23, 2023 Board meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the summary of receipts for October 2023 in the amount of \$387,110.88 and the list of expenses for October 2023 in the amount of \$342,973.71. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R- Electric	\$ 247,249.01
A/R- Communications	\$ 67,926.66
Merchandise/Services- Electric	\$ 2,585.00
Merchandise/Services- Communications	\$ 94.00
Carrier Access Fees- Communications	\$ 3,071.72
Write Off Recovery- Electric	\$ 265.18
Investments Accrued Interest- Electric	\$ 15,161.10
LIHEAP Payment on Closed Account- Electric	\$ 332.21
Deposits- Electric	\$ 1,605.00
Deposits- Communications	\$ 424.00
Marathon Energy Sales- Electric	\$ 8,188.54
E911 Fees- Telephone	\$ 643.26
Tower Lease- Communications	\$ 4,326.36
Attachment H Revenues- Electric	\$ 34,318.54
Lifeline Broadband Reimbursement- Communications	\$ 19.00
Lifeline Voice Reimbursement- Communications	\$ 11.00
Miscellaneous- Communications	\$ 66.30
Office Phones- Electric	\$ 30.00
Work Comp Audit Refund- Electric	\$ 300.00
Work Comp Audit Refund- Communications	\$ 218.00
Property Insurance Refund- Electric	\$ 276.00
Total Cash Receipts	\$ 387,110.88

Electric Receipts	\$ 310,310.58
Communications Receipts	\$ 76,800.30
Total Cash Receipts	\$ 387,110.88

List of Expenses

A&M Laundry	Dust Mops & Mats	\$ 89.28
AFLAC	Employee Contributions	\$ 299.84
Ahlers & Cooney	Legal Fees	\$ 2,376.51
Amaril Uniform	FR Clothing	\$ 1,977.65
Aureon	CALEA/SS7/Transport	\$ 570.95
Avesis	Group Vision Insurance	\$ 113.21

Bally Sports North	Programming Fees	\$	1,102.95
Big 10 Network	Programming Fees	\$	422.37
Calix Inc.	Operations Cloud	\$	494.34
CDS Global	Credit Card Processing Fees	\$	41.65
Cleveland, Chad	Meeting Expenses	\$	133.62
Community State Bank	Service Charges	\$	131.57
Consortia Consulting	Consulting Contract	\$	2,390.00
Crouse Brothers	West Generation Plant Maint.	\$	8,500.00
Department of Energy	WAPA Power Bill	\$	31,656.58
DGR Engineering	Relay Upgrades/SCADA Project	\$	220.00
Display Systems International	Programming Fees	\$	165.76
Employee Benefit Systems	Self-Funding- Administration	\$	120.00
Employee Benefit Systems	Self-Funding- Claims	\$	197.61
Fiserv	Credit Card Processing	\$	72.36
GFC Leasing	Canon Copier Lease	\$	76.82
Goldfield Telecom	E7 Cards/Shelf	\$	8,346.84
Grainger	Tools/Safety Gear/Supplies	\$	521.10
Gray Media Group	Programming Fees	\$	800.00
Graybar Electric	Fiber Jumpers	\$	389.20
Hearst Television	Programming Fees	\$	1,470.00
Heart N Home	Memorial Flowers- Richard Main	\$	101.51
ICMA RC	Employee Contributions	\$	1,500.00
Internal Revenue Service	Payroll Taxes	\$	14,776.55
Internal Revenue Service	Federal Excise Tax	\$	528.61
Interstate TRS Fund	TRS Fund Assessment	\$	228.48
Iowa Department of Revenue	Sales Tax	\$	6,332.22
Iowa Department of Revenue	State Withholding	\$	2,066.64
Iowa One Call	Locates	\$	20.70
Iowa Public Employees Retirement System	IPERS Contributions	\$	9,376.87
KC Nielsen LTD	Vehicle Maintenance	\$	22.20
Laurens, City of	Utility Billing	\$	93,906.88
Laurens Food Pride	Supplies	\$	66.25
Laurens House of Print	Utility Statements/Envelopes	\$	482.70
Laurens Municipal Power & Communications	Communications Bill	\$	360.47
Laurens Municipal Utilities	Utility Bill	\$	110.54
Laurens Plumbing	LED Bulbs/Flag/Supplies	\$	292.38
Long Lines	Communication Services	\$	10,060.32
Lumen Access Billing	Transport Fees	\$	95.31
Lumen Lexcis	Directory Listings	\$	36.45
Main, Richard	Trustee Fees	\$	300.00
Merchant Bankcard	Credit Card Processing	\$	1,035.95
Mid-America Communications II	NOC/CO Services	\$	479.81
MidAmerican Energy	Neal 4 Operations	\$	26,000.00
National Content & Technology Cooperative	Programming/TiVo/ACA	\$	13,302.41
Nexstar Broadcasting	Programming Fees	\$	1,507.21
NIMECA	Power Bill	\$	15,315.85
NIMECA	Property Insurance	\$	33.81
Oakhill Consulting	Fiber Splicing Information	\$	207.00
Office Elements	Office Supplies	\$	403.55
Payroll	Salaried, Hourly & Overtime	\$	40,217.53
PLIC-SBD Grand Island	Life/Disability Insurance	\$	773.88

Pop Media	Programming Fees	\$	37.23
Postmaster	Postage	\$	660.00
Pro Cooperative	Vehicle Fuel	\$	480.22
Pro Cooperative	Fuel for Generators	\$	19,781.23
R&D Industries	Network Support	\$	363.50
Record Democrat	Advertising	\$	70.25
RSM US LLP	Network Support	\$	2,160.00
Schultz, Ethan	Tuition Reimbursement	\$	625.00
Spencer Municipal Utilities	Fiber Lease	\$	450.00
Upper Des Moines Opportunity, Inc.	Energy Assistance Refund	\$	332.21
US Card Systems	Credit Card Terminal Lease	\$	29.95
Verizon	Wireless Phone Service	\$	207.00
Visa	Hulu/Annual Fee/Meals	\$	306.20
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	14,249.05
Zcorum	Truvision Fees	\$	261.08
Ziegler, Inc.	Generator Maintenance	\$	338.50
	Total Expenses	\$	342,973.71

Electric Expenses	\$	280,607.26
Communications Expenses	\$	62,366.45
Total Expenses	\$	342,973.71

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

At 3:45 p.m. Chairman Pro Tem Storms announced that this was the time and place for the public hearing and meeting on the matter of amending the Calendar Year 2023 Budget as published in the Laurens Sun on November 8, 2023.

The Chairman Pro Tem asked the Secretary whether any written objections had been filed by any resident or property owner of the City to the amendment of the Budget. The Secretary advised the Board of Trustees that no written objections had been filed. The Chairman Pro Tem then called for oral objections to the amendment of the Budget, and none were made. The Chairman Pro Tem then declared the time for receiving oral and written objections to be closed.

At 3:47 p.m. Chairman Pro Tem Storms declared the hearing on the matter of Amending the Calendar Year 2023 Budget to be closed.

Trustee Runneberg introduced and moved for adoption a resolution approving the amendment to Calendar Year ending December 31, 2023 Budget as set forth in the detailed budget worksheet in support thereof showing the estimated revenues and expenditures for said calendar year. Trustee Storms seconded the motion. The roll was called, and the vote was:

Ayes: Runneberg, and Storms. Nays: None.

The Chairman Pro Tem declared the resolution duly adopted.

At 3:50 p.m. Chairman Pro Tem Storms announced that this was the time and place for the public hearing and meeting on the matter of Approving the Calendar Year 2024 Budget as published in the Laurens Sun on November 8, 2023.

The Chairman Pro Tem asked the Secretary whether any written objections had been filed by any resident or property owner of the City to the approval of the Budget. The Secretary advised the Board of Trustees that no written objections had been filed. The Chairman Pro Tem then called for oral objections to the approval of the Budget, and none were made. The Chairman Pro Tem then declared the time for receiving oral and written objections to be closed.

At 3:52 p.m. Chairman Pro Tem Storms declared the hearing on the matter of Approving the Calendar Year 2024 Budget to be closed.

Trustee Storms introduced and moved for adoption a resolution approving the Calendar Year ending December 31, 2024 Budget as set forth in the detailed budget worksheet in support thereof showing the estimated revenues and expenditures for said calendar year. Trustee Runneberg seconded the motion. The roll was called, and the vote was:

Ayes: Runneberg, and Storms. Nays: None.

The Chairman Pro Tem declared the resolution duly adopted.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the Letter of Recommendation to the Mayor for a new Board Trustee. The Board of Trustees would like to recommend Kelly Horsman be appointed to the Board of Trustees to fill the remaining term of Richard Main. Mr. Main's term expires in April of 2025. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to designate General Manager Chad Cleveland as the Authorized Representative for Laurens Municipal Light and Power Plant at all meetings of the members of North Iowa Municipal Electric Cooperative Association (NIMECA) and to designate Ben Storms the First Alternative Representative for Laurens Municipal Light and Power Plant at all meetings of the members of NIMECA. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve a Holiday Lighting Credit of \$25 on the January 2024 Utility bill for electric customers putting up at least 200 Christmas Lights or one (1) inflatable. The lights and/or inflatables need to be on every evening between December 15, 2023 and January 1, 2024. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve a One Time Payment of \$300 in Laurens Chamber Bucks to all full-time employees during calendar year 2023 and \$150 in Laurens Chamber Bucks to all part-time and seasonal employees during calendar year 2023. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the purchase agreement with Granger Motors, Inc. in the amount of \$58,099.10 for a 2023 Ford F250 XL Crew Cab service truck for the electric utility. Ayes: All. Nays: None. Motion carried. The utility is working with Hiway Truck Equipment and Brand FX on a utility topper for this truck.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the wage scales for calendar year 2024 as presented and require all LMPC employees who have family health insurance coverage to contribute 8 percent of the difference between the family and single coverage premium. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to set the General Manager's wage for calendar year 2024 at Grade 5, Step 23 of the General Manager's Wage Scale. Ayes: All. Nays: None. Motion carried.

General Manager's Update:

- Discussed a couple items from the November 14, 2023 NIMECA monthly board meeting.
- Retransmission Consent negotiations are ongoing with our local channels. Programming fees for our local channels are taking a significant jump in cost.
- Working on material for a "Streaming Video" class for our Cable TV customers.
- Reviewed Bad Debt Report and preliminary write off list of accounts.

There being no further business, the Chairman Pro Tem declared the meeting adjourned at 5:55 p.m.

Ben Storms

Chairman Pro Tem, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees