

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 Kelly Horsman, Jerry Runneberg, and Ben Storms. Also present was General Manager Chad Cleveland.

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve the agenda for the August 22, 2024 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Horsman and seconded by Trustee Runneberg to approve the minutes of the July 25, 2024 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve the summary of receipts for July 2024 in the amount of \$392,118.68 and the list of expenses for July 2024 in the amount of \$377,114.47. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

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| A/R- Electric | \$ 262,042.95 |
| A/R- Communications | \$ 75,352.25 |
| Merchandise/Services- Electric | \$ 870.00 |
| Merchandise/Services- Communications | \$ 36.00 |
| Carrier Access Fees- Communications | \$ 3,015.76 |
| Deposits- Electric | \$ 2,435.00 |
| Deposits- Communications | \$ 466.00 |
| RESCO Patronage- Electric | \$ 262.00 |
| Marathon Energy Sales- Electric | \$ 10,145.44 |
| Tower Leases- Communications | \$ 3,408.36 |
| Attachment H Revenues- Electric | \$ 33,858.84 |
| Broadband Lifeline Reimbursement- Internet | \$ 9.00 |
| Voice Lifeline Reimbursement- Telephone | \$ 11.00 |
| Miscellaneous- Communications | \$ 42.23 |
| Office Phones- Electric | \$ 60.00 |
| Employee Discount Payroll Error- Electric | \$ 103.85 |
| Total Cash Receipts | \$ 392,118.68 |

List of Expenses

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| A & M Laundry | Dust Mops & Mats | \$ 89.28 |
| AFLAC | Employee Contributions | \$ 164.50 |
| Aureon | CALEA/SS7/Transport/Switching | \$ 880.50 |
| Bally Sports North | Programming Fees | \$ 951.40 |
| Bermudez, Vicente | Credit Balance Refund | \$ 30.26 |
| Big 10 Network | Programming Fees | \$ 350.74 |
| Border States Electric | Meter Seals | \$ 609.92 |
| Buckholtz, Patricia | Credit Balance Refund | \$ 102.32 |
| Calix, Inc. | Operations Cloud | \$ 500.93 |
| Certified Testing Services | Storage Building Project | \$ 51.00 |
| Cleveland, Chad | Meeting Expenses | \$ 135.34 |
| CMBA Architects | Storage Building Project | \$ 1,200.00 |
| Consortia Consulting | Consulting Contract | \$ 1,125.00 |
| Department of Energy | WAPA Power Bill | \$ 36,078.30 |
| DGR Engineering | East Gen. Plant Decommissioning | \$ 120.50 |
| DGR Engineering | Relay Upgrades/SCADA Project | \$ 25,425.00 |
| DGR Engineering | Additional Fuel Storage Project | \$ 8,910.00 |
| Display Systems International | Scrolling Channel Guide | \$ 165.76 |
| Employee Benefit Systems | Self-Funding- Administration | \$ 120.00 |

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| Employee Benefit Systems | Self-Funding- Claims | \$ | 205.91 |
| Fidelity Security Life (Avesis) | Group Vision Insurance | \$ | 141.52 |
| GFC Leasing – WI | Copier Leases | \$ | 80.57 |
| Gordon Flesch Company | Copier Count Reconciliation | \$ | 99.59 |
| Grainger | Supplies | \$ | 44.59 |
| Gray Media Group | Programming Fees | \$ | 774.00 |
| Graybar | Fiber Jumpers | \$ | 374.72 |
| Hearst Television | Programming Fees | \$ | 1,479.20 |
| Hernandez, Jorge | Credit Balance Refund | \$ | 232.22 |
| Horsetech | Shipping Fees | \$ | 12.46 |
| ICMA RC | Employee Contributions | \$ | 500.00 |
| Internal Revenue Service | Payroll Taxes | \$ | 18,136.45 |
| Internal Revenue Service | Excise Tax / PCORI Fees | \$ | 529.78 |
| Interstate TRS Fund | TRS Fund Assessment | \$ | 246.75 |
| Iowa Department of Revenue | Sales Tax | \$ | 5,844.06 |
| Iowa Department of Revenue | State Withholding | \$ | 2,632.39 |
| Iowa One Call | Locates | \$ | 39.60 |
| Iowa Public Employees Retirement System | IPERS Contributions | \$ | 5,407.75 |
| Iowa Utilities Commission | IUC/OCA Assessment | \$ | 29.50 |
| Johnson, Michael | Credit Balance Refund | \$ | 115.35 |
| Knute, Taylor | Credit Balance Refund | \$ | 11.01 |
| Laurens, City of | Utility Billing | \$ | 89,972.37 |
| Laurens House of Print | Meter Read Cards/Paper/Notices | \$ | 233.56 |
| Laurens Municipal Power & Communications | Communications Bill | \$ | 93.36 |
| Laurens Municipal Utilities | Utility Bill | \$ | 100.99 |
| Laurens Plumbing | Supplies | \$ | 209.37 |
| Laurens Sun | Publications/Advertising | \$ | 461.84 |
| Laurens Sun | Visitor Guides | \$ | 375.00 |
| Library of Congress | SA1 Royalty Licensing Fee | \$ | 67.00 |
| Long Lines | Communication Services | \$ | 10,089.19 |
| Lovin, Megan | Retirement Open House Supplies | \$ | 300.00 |
| Lumen Access Billing | Access/Transport Fees | \$ | 95.15 |
| Lumen Lexcis | Directory Listings | \$ | 36.45 |
| LumenServe | Tower Lighting System | \$ | 33,176.94 |
| LumenServe | Tower Monitoring | \$ | 358.40 |
| Merchant Bankcard | Credit Card Processing Fees | \$ | 501.84 |
| Mid-America Communications II | Fiber Network Assistance | \$ | 276.25 |
| Mid America Computer Corporation | Utility Billing | \$ | 864.77 |
| Mid-American Energy | Neal 4 Operations | \$ | 7,000.00 |
| Monk, Launa | Credit Balance Refund | \$ | 5.80 |
| National Content & Technology Cooperative | Programming/TiVo/ACA | \$ | 11,872.42 |
| National Emergency Number Association | E911 Numbering Plan | \$ | 255.00 |
| Nexstar Broadcasting | Programming Fees | \$ | 1,594.46 |
| NIMECA | Power Bill | \$ | 2,793.29 |
| NIMECA | MRES Settlement Payment | \$ | 6,491.90 |
| Payroll | Salaried, Hourly & Overtime | \$ | 36,333.26 |
| PLIC-SBD Grand Island | Life/Disability Insurance | \$ | 419.55 |
| Pocahontas County 911 | E911 Fees | \$ | 830.68 |
| POP Media Networks | Programming Fees | \$ | 32.46 |
| Pro Cooperative | Vehicle Fuel | \$ | 486.64 |
| R&D Industries | Network Support | \$ | 913.50 |
| RESCO | Membership Dues | \$ | 500.00 |
| Roettger, Caleb | Mileage for Testing | \$ | 395.30 |
| RSM US LLP | Network Support | \$ | 4,638.88 |
| Schultz, Ethan | Tuition Reimbursement | \$ | 625.00 |

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| Secure Shred Solutions | Paper Shredding | \$ | 26.00 |
| Siepkner Auto Repair | Vehicle Maintenance | \$ | 91.29 |
| Spencer Municipal Utilities | Transport Fees | \$ | 450.00 |
| T.P. Anderson & Company | Audit Services | \$ | 10,000.00 |
| Trihedral Inc. | Relay Upgrades/SCADA Project | \$ | 33,351.60 |
| US Card Systems | Credit Card Terminal Lease | \$ | 29.95 |
| Verizon | Wireless Phone Service | \$ | 207.16 |
| VISA | Fire TV Sticks | \$ | 224.64 |
| Wellmark Blue Cross Blue Shield | Group Health Insurance | \$ | 6,123.96 |
| Zcorum | TruVision Fees | \$ | 261.08 |
| | <u>Total Expenses</u> | \$ | <u>377,114.47</u> |

Trustees reviewed the Utility Funds Report, current Investment Schedule, Income Statement, and Balance Sheet as of July 31,2024.

Discussion was held on holding an Open House for the 75th anniversary of the Electric Utility. The Board determined the Open House will be held on Thursday, October 3, 2024 from 5:00 to 7:00 p.m. The Electric Utility will provide a meal along with tours of the generation plants and new storage building.

Motion by Trustee Horsman and seconded by Trustee Runneberg to acknowledge Caleb Roettger's accomplishment of completing the Iowa Association of Municipal Utilities Apprenticeship Program. Mr. Roettger is now considered a Journeyman Lineman and is hereby promoted and will assume the responsibilities of Electric Operations Manager. His wage shall be set at Grade 4, Step 6 of the Electric Operations Manager wage scale. Ayes: All. Nays: None. Motion carried.

The General Manager presented information from DGR Engineering regarding a new rate for large interruptible electric loads. No specific action was taken.

The Board reviewed the first draft of the Project Charter for the City of Laurens Office Renovation Project. The Project Charter is a written document that identifies the goals of the project and provides a plan on how to accomplish those goals along with estimates of cost. The goals for this project are to address security, accessibility, functionality, efficiency, and comfort issues. No specific action was taken.

At 3:45 p.m. the Board of Trustees left the Municipal Building to inspect the progress on the new Storage Building. At 4:55 p.m. the Board was back in the Municipal Building and continued with the meeting.

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve the Application for Payment No. 5 in the amount of \$3,691.23 from Graves Construction for the work completed on the Storage Building Project. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Horsman and seconded by Trustee Runneberg to approve the Certificate of Substantial Completion of the Storage Building Project along with the punch list of items to still be addressed. Ayes: All. Nays: None. Motion carried.

There being no further business, the Chairman declared the meeting adjourned at 6:30 p.m.

Ben Storms
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees