

February 20, 2024

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 February 20, 2024 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Horsman and seconded by Trustee Runneberg to approve the minutes of the January 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 January 2024 in the amount of \$410,170.38 and the list of expenses for January 2024 in the amount of \$328,925.96. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R- Electric	\$ 272,748.89
A/R- Communications	\$ 68,565.95
Merchandise/Services- Electric	\$ 1,380.00
Merchandise/Services- Communications	\$ 74.00
Carrier Access Fees- Communications	\$ 3,129.93
Write Off Recovery- Communications	\$ 24.43
NIMECA Power Bill (Credit)- Electric	\$ 3,609.68
Erate Reimbursements- Communications	\$ 2,136.00
Deposits- Electric	\$ 1,342.27
Deposits- Communications	\$ 358.00
Unclaimed Deposits- Electric	\$ 5.98
Energy Assistance- Electric	\$ 2,440.00
Marathon Energy Sales- Electric	\$ 11,196.66
E911 Fees- Communications	\$ 850.70
Tower Lease- Communications	\$ 4,344.72
Attachment H Revenues- Electric	\$ 34,162.56
Lifeline Broadband Reimbursement- Internet	\$ 19.00
Lifeline Voice Reimbursement- Telephone	\$ 11.00
Miscellaneous- Communications	\$ 40.61
Gworks Data Pull Refund- Electric	\$ 2,220.00
Gworks Data Pull Refund- Communications	\$ 1,480.00
Office Phones- Electric	\$ 30.00
Total Cash Receipts	\$ 410,170.38

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 89.28
AFLAC	Employee Contributions	\$ 299.84
Aureon	CALEA/SS7/Transport	\$ 996.68
Bally Sports North	Programming Fees	\$ 1,057.80
Big 10 Network	Programming Fees	\$ 405.08
Calix, Inc.	Operations Cloud	\$ 532.95
City of Laurens	Utility Billing	\$ 92,997.72
Community First Auto Parts	Vehicle Accessories	\$ 2,179.03
Community State Bank	Safe Deposit Box Rent	\$ 30.00
Consortia Consulting	Consulting Contract	\$ 1,125.00
Customers	Deposit Refunds	\$ 432.66
Department of Energy	WAPA Power Bill	\$ 40,455.36
DGR Engineering	Cash Flow Analysis	\$ 2,882.00

DGR Engineering	SCADA/Fuel Storage Projects	\$	220.00
Display Systems International	Programming Fees	\$	165.76
Employee Benefit Systems	Self-Funding – Administration	\$	120.00
Employee Benefit Systems	Self-Funding – Claims	\$	85.17
Fidelity Security Life	Group Vision Insurance	\$	113.21
Fiserv	Credit Card Processing Fees	\$	1.74
GFC Leasing – WI	Copier Leases	\$	80.57
Grainger	Tools	\$	108.07
Gray Media Group	Programming Fees	\$	760.00
Gworks	Utility Billing License/Support	\$	1,327.00
Hearst Television	Programming Fees	\$	1,396.50
ICMA RC	Employee Contributions	\$	1,000.00
Internal Revenue Service	Federal Excise Tax	\$	521.59
Internal Revenue Service	Payroll Taxes	\$	10,198.41
Interstate TRS Fund	TRS Fund Assessment	\$	228.48
Iowa Department of Revenue	Sales Tax	\$	6,078.07
Iowa Department of Revenue	State Withholding	\$	1,428.62
Iowa One Call	Locates	\$	21.60
Iowa Public Employees Retirement System	IPERS Contributions	\$	6,394.36
KC Nielsen LTD	Ground Rod	\$	10.72
Laurens Food Pride	Supplies	\$	130.40
Laurens House of Print	Envelopes/Billing Statements	\$	471.27
Laurens Municipal Power & Communications	Communications Bill	\$	121.57
Laurens Municipal Utilities	Utility Bill	\$	196.12
Laurens Plumbing	Supplies	\$	295.11
Laurens Sun	Publications/Advertising	\$	531.64
Library of Congress	SA1 Licensing Fees	\$	67.00
Long Lines	Communication Services	\$	2,650.47
Lumen Access Billing	Access/Transport Fees	\$	95.31
Lumen Lexcis	Directory Listings	\$	36.45
Merchant Bankcard	Credit Card Processing Fees	\$	894.06
Mid-America Communications II	Fiber Installs	\$	1,222.08
MidAmerican Energy	Capacity Assignments	\$	18,775.90
MidAmerican Energy	Neal 4 Operations	\$	44,000.00
National Content & Technology Cooperative	Programming/TiVo/ACA	\$	12,754.58
Nexstar Broadcasting	Programming Fees	\$	1,432.64
NIMECA	IADG Membership	\$	5,774.00
Norsolv Systems Environmental	Norsolv Services	\$	273.87
Office Elements	Office Supplies	\$	108.45
Paymentus Corporation	Credit Card Processing Fees	\$	172.26
Payroll	Salaried, Hourly & Overtime	\$	27,083.97
PLIC-SBD Grand Island	Life/Disability Insurance	\$	848.83
Pocahontas County E911	E911 Fees	\$	850.70
Pop Media	Programming Fees	\$	35.70
Postmaster	Stamps/Utility Billing Postage	\$	726.00
Pro Cooperative	Vehicle Fuel/Tires	\$	973.17
R&D Industries	Network Support	\$	363.50
Record Democrat	Advertising	\$	67.75
RSM US LLP	Network Support	\$	2,307.15
RSM US LLP	Cisco Licenses/Extended Services	\$	13,112.40
RSM US LLP	Computer	\$	2,265.00
Schultz, Ethan	Tuition Reimbursement	\$	625.00
Schultz, Ethan	IAMU Meter Training	\$	252.05
Secure Shred Solutions	Paper Shredding	\$	52.00
Spencer Municipal Utilities	Transport Fees	\$	450.00

US Card Systems	Credit Card Terminal Lease	\$	29.95
Verizon	Wireless Phone Service	\$	207.20
Visa	HULU/Meter Training/Vehicle Acc.	\$	1,608.99
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	12,506.18
Woodley Insurance	Vehicle Insurance- 2023 F-250	\$	554.00
Zcorum	TruVition Fees	\$	261.08
	Total Expenses	\$	328,925.96

Trustees reviewed the Utility Funds Report, Balance Sheet, and Income Statement for January 2024. Motion by Trustee Horsman and seconded by Trustee Runneberg to authorize the Investment Committee to re-invest up to \$750,000 upon maturity of treasury 9128286G0. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Horsman and seconded by Trustee Runneberg to set our avoided cost rate, for distributed generation, at \$0.02695. This avoided cost rate shall be in effect from March 1, 2024 through February 28, 2025. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve the Application for Payment from Graves Construction Company in the amount of \$36,265.29 for the Storage Building Project. CMBA Architects have certified the work covered by this application for payment has been completed. Ayes: All. Nays: None. Motion carried.

The Board of Trustees reviewed the second draft of the LMPC Public Purpose Policy. No action was taken at this time.

The General Manager presented the Board with a cash flow analysis for each communication service offered: Internet, Telephone, and Cable TV. Revenues and expenses for each of the services were reviewed and discussion then focused on Cable TV. The cost of programming for the Broadcast Starter and Basic Plus packages had the most significant changes. The consensus was that Internet and Telephone rates seem to be sufficient at this time, but the Cable TV rates need to be raised to cover the cost of programming for the Broadcast Starter and Basic Plus packages.

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

Chairman Storms declared the following Resolution duly adopted:

A RESOLUTION AMENDING THE RATES CHARGED FOR CABLE TV 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 new rates for Cable TV services shall go into effect on April 1, 2024 and shall be as follows:

The Board reviewed our current Revolving Loan Fund Plan. A couple ideas came up for changes to the Plan however, no action can be taken to amend the Plan without prior written approval from the Rural Business Cooperative Service (RBS). This issue was tabled until a later time.

The Board then discussed what the interest rate should be on loans from the Revolving Loan Fund in 2024. Motion by Trustee Horsman and seconded by Trustee Runneberg to set the Revolving Loan Fund interest rate on loans at 2.0% for calendar year 2024. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Horsman and seconded by Trustee Runneberg to regretfully accept the resignation of Kim Berry effective April 1, 2024. The Trustees expressed their appreciation for her 4 years of dedicated service to Laurens Municipal Power & Communications and wished her well in her future endeavors. Ayes: All. Nays: None. Motion carried.

There being no further business, the Chairman declared the meeting adjourned at 7:40 p.m.

Ben Storms
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees