

January 25, 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 January 25, 2024 regular meeting. Ayes: All. Nays: None. Motion carried.

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

Motion by Trustee Horsman and seconded by Trustee Runneberg to approve the minutes of the December 18, 2023 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve the summary of receipts for December 2023 in the amount of \$383,859.42 and the list of expenses for December 2023 in the amount of \$466,745.40. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R- Electric	\$ 241,382.89
A/R- Communications	\$ 62,895.51
Merchandise/Services- Electric	\$ 2,560.00
Merchandise/Services- Communications	\$ 58.00
Carrier Access Fees- Communications	\$ 1,549.23
Accrued Interest- Electric	\$ 18,838.97
Vehicle Registration Refund- Electric	\$ 3,297.10
LIHEAP Energy Assistance- Electric	\$ 4,280.00
Deposits- Electric	\$ 364.67
Deposits- Communications	\$ 119.00
Marathon Energy Sales- Electric	\$ 11,851.57
Tower Lease- Communications	\$ 2,172.36
Attachment H Revenues- Electric	\$ 34,050.74
Scrap Electronics- Communications	\$ 309.00
Lifeline Broadband Reimbursement- Internet	\$ 19.00
Lifeline Voice Reimbursement- Telephone	\$ 11.00
Miscellaneous- Communications	\$ 40.38
Office Phones- Electric	\$ 60.00
Total Cash Receipts	\$ 383,859.42

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 89.28
AFLAC	Employee Contributions	\$ 299.84
Amy's Signs	Truck Decals	\$ 264.98
Aureon	CALEA/SS7/Transport	\$ 690.44
Aveis	Group Vision Insurance	\$ 113.21
B & K Embroidery	Embroidery- Company Clothing	\$ 40.13
Bally Sports North	Programming Fees	\$ 1,083.60
Big 10 Network	Programming Fees	\$ 417.43
Border States Electric	Ground Rod Connectors/Supplies	\$ 1,165.40
Calix, Inc.	Operations Cloud	\$ 494.34
CDS Global	Credit Card Processing Fees	\$ 29.35
City of Laurens	Cable TV Franchise Fees	\$ 11,507.15

City of Laurens	Prepaid Street Lights	\$	14,600.60
City of Laurens	Utility Billing	\$	88,709.71
Cleveland, Chad	Meeting Expense	\$	51.09
Community First Broadcasting	Radio Advertising	\$	105.00
Community State Bank	Deposit Slips	\$	130.61
Consortia Consulting	Consulting Contract	\$	1,125.00
Customers	Deposit Refunds	\$	763.22
Department of Energy	WAPA Power Bill	\$	36,207.19
DGR Engineering	Cash Flow/SCADA Project	\$	2,059.00
DGR Engineering	Additional Fuel Storage	\$	4,139.77
Display Systems International	Programming Fees	\$	165.76
Employee Benefit Systems	Self-Funding – Administration	\$	120.00
Employee Benefit Systems	Self-Funding – Claims	\$	273.41
Fiserv	Credit Card Processing Fees	\$	52.38
GFC Leasing – WI	Copier Leases	\$	80.57
Goldfield Telecom	E7 Shelf Installation/NIDs	\$	1,929.40
Grainger	PVC Cutter/Tool Pouch	\$	137.88
Gray Media Group	Programming Fees	\$	780.00
Hearst Television	Programming Fees	\$	1,433.25
Heart N Home	Funerals- Prins & Bailey	\$	141.24
ICMA RC	Employee Contributions	\$	1,000.00
Internal Revenue Service	Payroll Taxes	\$	9,634.29
Interstate TRS Fund	TRS Fund Assessment	\$	228.48
Iowa Department of Natural Resources	Tank Management Fee	\$	65.00
Iowa Department of Revenue	Sales Tax	\$	5,685.53
Iowa Department of Revenue	State Withholding	\$	1,332.44
Iowa Public Employees Retirement System	IPERS Contributions	\$	6,108.40
Laurens Chamber of Commerce	Chamber Bucks	\$	2,250.00
Laurens House of Print	Paper/Bill Stuffers	\$	232.29
Laurens Municipal Power & Communications	Communications Bill	\$	365.44
Laurens Plumbing	Supplies	\$	170.01
Laurens Sun	Publications/Advertising	\$	437.53
Long Lines	Communication Services	\$	11,288.72
Lumen Access Billing	Access/Transport Fees	\$	95.40
Lumen Lexcis	Directory Listings	\$	36.45
Merchant Bankcard	Credit Card Processing Fees	\$	1,008.35
MidAmerican Energy	Neal 4 Operations	\$	21,000.00
National Content & Technology Cooperative	Programming/TiVo/ACA	\$	13,143.50
Nexstar Broadcasting	Programming Fees	\$	1,470.69
NIMECA	Power Bill	\$	61,930.90
NIMECA	Raun Lehigh Capacity Assignment	\$	33,471.32
Office Elements	Office Supplies	\$	251.84
Payroll	Salaried, Hourly & Overtime	\$	26,224.94
Petty Cash	Postage	\$	13.15
PLIC-SBD Grand Island	Life/Disability Insurance	\$	778.29
Pocahontas County E911	E911 Fees	\$	850.70
Pop Media	Programming Fees	\$	36.79
Pro Cooperative	Vehicle Fuel	\$	371.44
R&D Industries	Network Support	\$	863.00
Record Democrat	Advertising	\$	83.75
RSM US LLP	Cisco Switches	\$	41,330.20
RSM US LLP	Network Support	\$	2,554.13
Runneberg, Jerry	Trustee Fees	\$	720.00
Spencer Municipal Utilities	Transport Fees	\$	450.00
Storms, Ben	Trustee Fees	\$	720.00

T & R Electric	Transformer Oil Testing	\$	825.00
Unity Point Health	Hearing Tests	\$	304.79
US Card Systems	Credit Card Terminal Lease	\$	29.95
Verizon	Wireless Phone Service/Phone	\$	247.31
Visa	HULU/Smart TV/Company Clothing	\$	1,165.52
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	12,576.18
Zcorum	TruVision Fees	\$	261.08
Ziegler, Inc.	Generator Repairs	\$	35,922.37
	Total Expenses	\$	466,745.40

Trustees reviewed the Utility Funds Report, Balance Sheet, and Income Statement for December 2023. Motion by Trustee Horsman and seconded by Trustee Runneberg to authorize the Investment Committee to invest up to \$500,000. Ayes: All. Nays: None. Motion carried.

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

Trustee Runneberg introduced the following Resolution entitled "RESOLUTION NAMING DEPOSITORIES" and moved for adoption. Trustee Horsman 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:

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	\$ 5,000,000

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 25th day of January 2024.

Ben Storms
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees

Motion by Trustee Horsman and seconded by Trustee Runneberg to approve the "New Home Cash Incentive Program" for calendar year 2024 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 Horsman to pay the IRS standard mileage rate for calendar year 2024. Ayes: All. Nays: None. Motion carried.

Trustee Horsman introduced the following Resolution entitled "RESOLUTION AMENDING THE LABOR AND EQUIPMENT HOURLY RATES FOR CUSTOMERS, EMERGENCIES, AND MUTUAL AID SERVICE CALLS" 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:

RESOLUTION AMENDING THE LABOR AND EQUIPMENT HOURLY RATES FOR CUSTOMERS, EMERGENCIES, AND MUTUAL AID SERVICE CALLS

WHEREAS, pursuant to elections held in the years 1949 and 1997, the management and control of the Laurens Municipal Electric and Communications Utilities has been in the hands of a 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 the services provided by the Laurens Municipal Power & Communications.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Laurens Municipal Power & Communications of the City of Laurens that the labor and equipment hourly rates for customer related service calls, including the City of Marathon, are as follows:

Labor (Regular Hours)	\$ 80.00 per hour
Labor (After Hours)	\$120.00 per hour
Service Truck/Van	\$ 46.00 per hour
Basket Truck	\$ 86.00 per hour
Digger Derrick Truck	\$ 86.00 per hour
Mini X Excavator	\$ 86.00 per hour
Skid Loader	\$ 86.00 per hour

BE IT FURTHER RESOLVED that the labor and equipment hourly rates for emergencies and mutual aid service calls are as follows:

Labor (Regular Hours)	\$120.00 per hour
Labor (After Hours)	\$180.00 per hour
Service Truck/Van	\$ 69.00 per hour
Basket Truck	\$129.00 per hour
Digger Derrick Truck	\$129.00 per hour
Mini X Excavator	\$129.00 per hour
Skid Loader	\$129.00 per hour

Only properly trained Utility employees are authorized to operate Utility equipment. The Utility has the right to refuse any work that is the responsibility of the customer or person requesting the work.

PASSED AND APPROVED this 25th day of January 2024.

Ben Storms
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees

Motion by Trustee Horsman and seconded by Trustee Runneberg to approve the proposed energy efficiency rebate program for calendar year 2024. Ayes: All. Nays: None. Motion carried. The Energy Efficiency Rebate Program for calendar year 2024 will be available to review on the Utility website: www.lmpc-ia.com.

Proposals to upgrade the lighting system for the 400' communications tower located East of town were reviewed and discussed. The current lighting system uses incandescent light bulbs, which have been banned so we can no longer find replacement bulbs. Due to the cost of the new lighting system, the Trustees requested a revenue and expense report on the current usage of the tower and the options for a potential sale of the tower. No action was taken at this time.

The Board of Trustees reviewed the first draft of the LMPC Public Purpose Policy. This policy establishes guidelines for the public purpose and utility purpose of all funds and assets of Laurens Municipal Power & Communications. No action was taken at this time.

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve the proposal from Compliance Services, Inc. to do stack testing on the East Generation Plant. Ayes: All. Nays: None. Motion carried.

General Manager Update:

- Holiday Lighting Credit – we had 65 customers take advantage of the lighting credit.
- Retransmission Fees – the negotiations have been completed for continued carriage of KTIV-NBC, WHO-NBC, WOI-ABC, KCCI-CBS, KDSM-FOX, and KCWI-CW for the next 3 years. The programming fees for each of these channels have substantially increased for calendar years 2024, 2025, and 2026. LMPC will begin working on a cash flow analysis to help us determine rates for each of our packages offered.

There being no further business, the Chairman declared the meeting adjourned at 5:40 p.m.

Ben Storms
Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees