

August 28, 2025

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 and Ben Storms. Absent was Trustee Jerry Runneberg. Also present was General Manager Chad Cleveland.

Motion by Trustee Horsman and seconded by Trustee Storms to approve the agenda for the August 28, 2025 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Horsman to approve the minutes of the July 29, 2025 regular meeting. Ayes: All. Nays: None. Motion carried.

Due to Karla Sonksen being out on medical leave, we do not have a summary of receipts, a list of expenses, a utility fund report, an income statement, a balance sheet, or a summary of discounts and adjustments to review.

Trustee Horsman introduced the following Resolution entitled "RESOLUTION AMENDING THE LMPC EMPLOYEE POLICY HANDBOOK" and moved that it be adopted. Trustee Storms seconded the motion to adopt, and the roll being called thereon, the vote was as follows:

AYES: Horsman and Storms

NAYS: None

Whereupon, Chairman Storms declared the Resolution duly adopted as follows:

#### RESOLUTION AMENDING THE LMPC EMPLOYEE POLICY HANDBOOK

WHEREAS, Laurens Municipal Power & Communications of the City of Laurens, Iowa ("the Utility"), currently has in effect a formal Employee Policy Handbook; and

WHEREAS, the Utility wishes to amend the language in some of the sections of the Employee Policy Handbook.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Laurens Municipal Power & Communications of the City of Laurens, Iowa:

Section 1. The proposed LMPC Employee Policy Handbook language changes for Sections 9.1 Hours of Work, 9.2 Lunch Break, 13.5 Sick Leave Benefits Upon Termination of Employment, and 15.1 Insurance Coverage which are on file in the Utility office and by this reference are incorporated herein, are approved.

Section 2. Repealer Clause. All resolutions, parts of resolutions, or prior language changes heretofore that conflict with the LMPC Employee Policy Handbook language changes that is the subject of this Resolution are hereby repealed insofar as such resolutions, parts of resolutions, or prior language changes conflict with the proposed LMPC Employee Policy Handbook language changes.

Section 3. Severability Clause. If any section, provision, or part of this Resolution of the language changes adopted hereby shall be adjudged invalid or unconstitutional, then such adjudication shall not affect the validity of the Resolution as a whole, and any section, provision, or part of the Resolution that is not adjudged invalid or unconstitutional shall remain in full force and effect.

Section 4. Effective Date and Applicability. The LMPC Employee Policy Handbook language changes adopted hereby and attached hereto, unless otherwise provided by law, shall apply on and after September 1, 2025. This Resolution shall be in full force and effect upon its passage unless otherwise provided by law.

PASSED AND APPROVED this 28th day of August, 2025.

Ben Storms  
Chairman, Board of Trustees

Attest: Chad Cleveland  
Secretary, Board of Trustees

Trustee Storms introduced the following Resolution entitled “RESOLUTION ADOPTING PUBLIC RECORDS REQUEST POLICY” and moved that it be adopted. Trustee Horsman seconded the motion to adopt, and the roll being called thereon, the vote was as follows:

AYES: Horsman and Storms                      NAYS: None

Whereupon, Chairman Storms declared the Resolution duly adopted as follows:

#### RESOLUTION ADOPTING PUBLIC RECORDS REQUEST POLICY

WHEREAS, Laurens Municipal Power & Communications of the City of Laurens, Iowa (“the Utility”), does not currently have in effect a formal policy detailing the Utility’s standard practices for responding to public record requests under Chapter 22 of the Iowa Code; and

WHEREAS, the Utility wishes to adopt a formal policy detailing the Utility’s standard practices for responding to such public record requests in accordance with applicable law; and

WHEREAS, pursuant to Chapter 22 of the Iowa Code, the Utility may adopt and enforce reasonable rules regarding the examination and copying of open records; and

WHEREAS, pursuant to Chapter 22.3 of the Iowa Code, the Utility may charge a reasonable fee for its response and services in supervising the examination and copying of open records.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Laurens Municipal Power & Communications of the City of Laurens, Iowa:

Section 1. The Public Records Request Policy, which are on file in the Utility office and by this reference is incorporated herein, are approved.

Section 2. Repealer Clause. All resolutions, parts of resolutions, or prior public records request policies and/or practices heretofore that conflict with the Public Records Request Policy that is the subject of this Resolution are hereby repealed insofar as such resolutions, parts of resolutions, or prior public records request policies and/or practices conflict with this Policy.

Section 3. Severability Clause. If any section, provision, or part of this Resolution of the language changes adopted hereby shall be adjudged invalid or unconstitutional, then such adjudication shall not affect the validity of the Resolution as a whole, and any section, provision, or part of the Resolution that is not adjudged invalid or unconstitutional shall remain in full force and effect.

Section 4. Effective Date and Applicability. The Public Records Request Policy adopted hereby and attached hereto, unless otherwise provided by law, shall apply on and after September 1, 2025. This Resolution shall be in full force and effect upon its passage unless otherwise provided by law.

PASSED AND APPROVED this 28th day of August, 2025.

Ben Storms  
Chairman, Board of Trustees

Attest: Chad Cleveland  
Secretary, Board of Trustees

Discussion was held on the Generation Plant Fuel System Modifications Project – Construction Schedule. The contractor has informed our engineer that they cannot get our underground fuel tank until next year. They are asking to extend the deadline on the project. Our engineer has responded by directing the contractor to provide us with a new proposed construction schedule for us to consider. No specific action was taken at this time.

Discussion was held on the summary of quotes received for the demolition of the old swimming pool. The City received three (3) quotes with the low quote of \$24,440.00 from Michael Son Inc. out of Armstrong, Iowa. The City Council did approve and accept the low quote from Michael Son Inc. at the August 18, 2025 council meeting. The Trustees stated they were pleased with the results.

Trustee Storms introduced the following Resolution entitled “RESOLUTION ORDERING BIDS, APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT, NOTICE TO BIDDERS AND FIXING AMOUNT OF BID SECURITY, FIXING DATE FOR RECEIVING BIDS, FIXING DATE FOR A PUBLIC HEARING ON THE PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATE OF COSTS FOR THE RELAY UPGRADES AND SCADA SYSTEM REPLACEMENT FOR LAURENS MUNICIPAL POWER & COMMUNICATIONS OF THE CITY OF LAURENS IOWA” and moved that it be adopted. Trustee Horsman seconded the motion to adopt, and the roll being called thereon, the vote was as follows:

AYES: Horsman and Storms

NAYS: None

Whereupon, Chairman Storms declared the Resolution duly adopted as follows:

RESOLUTION ORDERING BIDS, APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT, NOTICE TO BIDDERS AND FIXING AMOUNT OF BID SECURITY, FIXING DATE FOR RECEIVING BIDS, FIXING DATE FOR A PUBLIC HEARING ON THE PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATE OF COSTS FOR THE RELAY UPGRADES AND SCADA SYSTEM REPLACEMENT PROJECT FOR LAURENS MUNICIPAL POWER & COMMUNICATIONS OF THE CITY OF LAURENS IOWA

BE IT RESOLVED, by the Board of Trustees of Laurens Municipal Power & Communications (LMPC) of the City of Laurens, Iowa:

Section 1. That the construction of the Relay Upgrades and SCADA System Replacement for LMPC is hereby ordered to be advertised for bids.

Section 2. That the detailed Plans and Specifications for the construction of the Relay Upgrades and SCADA System Replacement Project for LMPC and the Form of Contract and Notice to Bidders, as approved by the General Manager, be and the same are hereby approved, subject to a public hearing thereon, and are hereby placed on file in the office of the General Manager for public inspection.

Section 3. That the amount of the security to accompany each bid shall be in the amount of ten percent (10%). Said bid security shall conform to the provisions of the Notice to Bidders hereby approved.

Section 4. That the Engineer, DGR Engineering of Rock Rapids, Iowa, be and is hereby directed to post Notice to Bidders to the following: 1. QuestCDN, which qualifies as a relevant contractor plan room and construction lead generating service with statewide circulation, and 2. the Iowa League of Cities website. Posting shall be not less than thirteen (13) clear days nor more than forty-five (45) days prior to October 14, 2025, which latter date is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 1:30 o'clock P.M., on said date, at the office of the General Manager, 272 N 3rd Street, Laurens, Iowa. A copy of said Notice is attached hereto marked Exhibit "B" and incorporated herein as if set out verbatim

Section 5. That at the Board of Trustees Meeting in the Municipal Building, 272 N Third Street, Laurens, Iowa, at 3:00 o'clock P.M., on October 23, 2025, a public hearing will be held on the Plans, Specifications, Form of Contract, and Estimate of Costs for the Relay Upgrades and SCADA System Replacement Project.

Section 6. That the General Manager shall publish a Notice of Hearing once in the Laurens Sun, said publication to be not less than four (4) clear days nor more than twenty (20) days prior to the date hereinafter fixed as the date for public hearing on the plans, specifications, form of contract and estimate of costs for said project. A copy of said Notice is on file in the LMPC office and incorporated herein as if set out verbatim.

Section 7. Severability Clause. If any section, provision, or part of this Resolution of the language changes adopted hereby shall be adjudged invalid or unconstitutional, then such adjudication shall not affect the validity of the Resolution as a whole, and any section, provision, or part of the Resolution that is not adjudged invalid or unconstitutional shall remain in full force and effect.

Section 8. Effective Date and Applicability. This Resolution shall be in full force and effect upon its passage unless otherwise provided by law.

PASSED AND APPROVED this 28th day of August, 2025.

Ben Storms

Chairman, Board of Trustees

Attest: Chad Cleveland

Secretary, Board of Trustees

Motion by Trustee Horsman and seconded by Trustee Storms to approve the proposed Real Estate Purchase Agreement between Pocahontas County and Laurens Municipal Power & Communications. Ayes: All. Nays: None. Motion carried.

Discussion was held on the latest revision by CMBA Architects for the City Hall Renovation Project. The Trustees are good with the latest revision/proposal. No specific action was taken.

At 5:45 p.m. the Trustees and General Manager went and did a facility tour of all the LMPC properties.

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