

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 November 25, 2025 regular meeting agenda. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Horsman and seconded by Trustee Runneberg to approve the minutes of the October 22, 2025 regular Board meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve the summary of receipts for October 2025 in the amount of \$396,914.54 and the list of expenses for October 2025 in the amount of \$315,899.98. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R- Electric	\$ 251,253.30
A/R- Communications	\$ 42,729.67
Merchandise/Services- Electric	\$ 1,207.31
Carrier Access Fees- Communications	\$ 2,118.71
Write Off Recovery- Electric	\$ 20.00
NIMECA Power Bill (Credit)- Electric	\$ 20,330.97
Investments Accrued Interest- Electric	\$ 30,200.78
City of Laurens- Customer Invoice- Electric	\$ 45.00
ERATE Reimbursement- Communications	\$ 61.20
Deposits- Electric	\$ 1,980.00
Deposits- Communications	\$ 126.00
Accrued Vacation- Electric	\$ 1,192.77
Marathon Energy Sales- Electric	\$ 11,580.55
Tower Lease- Communications	\$ 1,236.00
Attachment H Revenues- Electric	\$ 32,622.28
Lifeline Broadband Support- Communications	\$ 9.00
Lifeline Voice Support- Communications	\$ 11.00
Office Phones- Electric	\$ 30.00
EBS Overpayment Refund- Electric	\$ 160.00
Total Cash Receipts	\$ 396,914.54

List of Expenses

AFLAC	Employee Contributions	\$ 214.29
Ahlers & Cooney PC	Legal Fees	\$ 1,044.00
Aureon	CALEA/SS7/Switching	\$ 127.39
Avesis- Fidelity Security Life	Group Vision Insurance	\$ 96.13
Bailey, Dave	Phone Case	\$ 53.45
Calix Inc.	Cloud Services	\$ 1,761.22
City of Laurens	Utility Billing	\$ 127,547.25
City of Laurens	Cleaning Supplies	\$ 109.06
Cleveland, Chad	Meeting Expenses	\$ 112.00
CMBA Architects	City Hall Renovation Project	\$ 4,343.45
Consortia Consulting	Consulting Contract	\$ 1,200.00

Customers	Credit Refund	\$	809.64
Department of Energy	WAPA Power Bill	\$	34,009.70
DGR Engineering	Relay Upgrades/SCADA Project	\$	7,661.80
DGR Engineering	Gen Plant Fuel System Project	\$	6,522.30
Employee Benefit Systems	Self-Funding Administration	\$	120.00
Employee Benefit Systems	Self-Funding Claims	\$	2,652.04
GFC Leasing	Canon Copier Lease	\$	80.32
Grainger	Tools/Supplies	\$	160.95
Graybar	Fiber Jumpers	\$	395.94
Internal Revenue Service	Federal Excise Tax	\$	889.19
Internal Revenue Service	Payroll Taxes	\$	9,454.26
Interstate TRS Fund	TRS Fund Assessment	\$	250.27
Iowa Department of Revenue	Sales Tax	\$	4,095.13
Iowa Department of Revenue	State Withholding	\$	1,028.99
Iowa Public Employees Retirement System	IPERS Withholding	\$	5,521.98
Laurens Municipal Power & Communications	Communications Bill	\$	101.60
Laurens Municipal Utilities	Utility Bill	\$	107.51
Laurens Plumbing	Heaters/Tools/Supplies	\$	10,721.33
Laurens Sun	Publications/Advertising	\$	473.42
Lind, Alaina	Board Meeting Supplies	\$	23.42
Long Lines	Communication Services	\$	8,303.85
Lumen Lexcis	Directory Listings	\$	144.00
LumenServe	Tower Lighting Monitoring	\$	316.24
Mid America Computer Corporation	Utility Billing Fees	\$	893.45
MidAmerican Energy	Neal 4 Operations	\$	37,000.00
NIMECA	Property Insurance	\$	54.83
Office Elements	Office Supplies	\$	34.89
Paymentus Group, Inc	CC Processing- Communications	\$	197.30
Paymentus Group, Inc	CC Processing- Utility Billing	\$	182.05
Payroll	Hourly, Salaried, & Overtime	\$	24,997.13
Phelps Uniform Specialists	Dust Mops & Mats	\$	95.49
PLIC-SBD Grand Island	Short-term Disability Claim Taxes	\$	322.77
PLIC-SBD Grand Island	Life/Disability Insurance	\$	666.55
Pocahontas County E911	Quarterly E911 Fees	\$	744.08
Pro Cooperative	Vehicle Fuel	\$	387.10
Qwest dba Centurylink-IA	Access Charges	\$	95.15
Record Democrat	Advertising	\$	106.25
Richardson's Service	Vehicle Tires- 2020 F250	\$	1,188.00
Roettger, Caleb	Safety Footwear/Phone Case	\$	285.59
RSM US LLP	Network Support	\$	3,537.45
Schultz, Ethan	Tuition Reimbursement/Mileage	\$	832.20
Treasurer, State of Iowa	Unclaimed Property	\$	751.54
Upper Des Moines Opportunity Inc	LIHEAP Refund	\$	400.00
US Card Systems	Consulting Fee	\$	149.95
Verizon	Wireless Phone Service	\$	116.01
Visa	Supplies	\$	25.46
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	10,268.62
Woodley Insurance	Insurance Audit Reconciliation	\$	1,069.00
Ziegler Inc	Generator Maintenance	\$	1,047.00
	Total Expenses	\$	315,899.98

Trustees reviewed the Utility Funds Report, Investment Schedule, and a cash needs forecast for the next 6 months. Motion by Trustee Horsman and seconded by Trustee Runneberg to purchase a \$500,000 CD from Community State Bank for a term of 3 months. Ayes: All. Nays: None. Motion carried.

Trustees reviewed the Income Statement and Balance Sheet for October 2025. It was suggested that we compare the last cash flow analysis from DGR Engineering to our actuals. No action was taken.

Trustees reviewed the summary of discounts and adjustments for October 2025. No action was taken.

At 4:25 p.m. Chairman Storms announced that this was the time and place for the public hearing and meeting on the matter of Approving the Calendar Year 2026 Budget as published in the Laurens Sun on November 12, 2025.

The Chairman 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 then called for oral objections to the approval of the Budget, and none were made. The Chairman then declared the time for receiving oral and written objections to be closed.

At 5:10 p.m. Chairman Storms declared the hearing on the matter of Approving the Calendar Year 2026 Budget to be closed.

Trustee Horsman introduced and moved for adoption a resolution approving the Calendar Year ending December 31, 2026 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: Horsman, Runneberg, and Storms. Nays: None. The Chairman declared the resolution duly adopted.

Trustees reviewed the proposed Request for Proposals for audit services relating to the audits for the calendar year ending December 31, 2025, 2026, and 2027. The Trustees advised the general manager to proceed with mailing out the RFP requests.

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

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve a Holiday Lighting Credit of \$25 on the January 2026 Utility bill for electric customers putting up at least 200 Christmas Lights or one (1) inflatable outside of the home. The lights and/or inflatables need to be on every evening between December 15, 2025 and January 1, 2026. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve the proposed list of utility billing accounts to be written off. The total amount for the Electric Utility to be written off is \$3,935.06. The total amount for the Communications Utility to be written off is \$1,668.50.

The write-off recoveries for 2025 were \$2,050.01 for the Electric Utility and \$2,227.60 for the Communications Utility. Ayes: All. Nays: None. Motion carried.

Discussion was held on the wage scales for all LMPC staff positions and the General Manager's Salary for calendar year 2026. No specific action was taken.

Motion by Trustee Horsman and seconded by Trustee Runneberg to approve the renewal of the Group Life, AD&D, Short-term Disability, and Long-term Disability insurance policy through Principal. This renewal has no increase in premiums. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Horsman to approve the renewal of the Group Vision Insurance Plan with Avesis through Woodley Insurance. This renewal has no increase in premiums. Ayes: All. Nays: None. Motion carried.

There being no further business, the Chairman declared the meeting adjourned at 7:25 p.m.

Ben Storms

Chairman, Board of Trustees

ATTEST: Chad Cleveland
Secretary, Board of Trustees