

November 25, 2019

The Utility Board of Trustees of Laurens, Iowa met in regular session at the Municipal Building, 272 N. Third Street, Laurens, Iowa, at 11:30 a.m. on the above date. Present were Trustees Dick Main, Jerry Runneberg and Ben Storms. Also present was General Manager Chad Cleveland.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the agenda for the November 25, 2019 regular meeting. Ayes: All. Nays: None. Motion carried.

At 11:30 a.m. Chairman Main opened the public hearing on the proposed budget amendment for calendar year 2019 as published on November 6, 2019 in the Laurens Sun. Chairman Main called for comments or objections to the proposed amendment. There being no verbal or written comments, Chairman Main declared the public hearing closed at 11:35 a.m.

The following resolution was introduced and moved for adoption by Trustee Runneberg: A RESOLUTION ADOPTING THE AMENDMENT TO CALENDAR YEAR ENDING DECEMBER 31, 2019 BUDGET.

BE IT RESOLVED by the Board of Trustees that the budget amendment for calendar year ending December 31, 2019 as published in the Laurens Sun on November 6, 2019, showing the estimated revenues and expenditures for said calendar year is adopted.

Passed and approved on November 25, 2019 by the following vote: Ayes: All. Nays: None.

Chairman, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the minutes of the October 31, 2019 Regular Board meeting. Ayes: All. Nays: None. Motion carried.

At 11:45 a.m. Chairman Main opened the public hearing on the proposed budget for calendar year 2020 as published on November 13, 2019 in the Laurens Sun. Chairman Main called for comments or objections to the proposed budget. There being no verbal or written comments, Chairman Main declared the public hearing closed at 12:20 p.m.

The following resolution was introduced and moved for adoption by Trustee Runneberg: A RESOLUTION ADOPTING THE BUDGET FOR CALENDAR YEAR ENDING DECEMBER 31, 2020.

BE IT RESOLVED by the Board of Trustees that the budget for calendar year ending December 31, 2020 as published in the Laurens Sun on November 13, 2019, showing the estimated revenues and expenditures for said calendar year is adopted.

Passed and approved on November 25, 2019 by the following vote: Ayes: All. Nays: None.

Chairman, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the summary of receipts for October 2019 in the amount of \$383,327.41 and the list of expenses for October 2019 in the amount of \$374,305.55. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R Electric	\$ 265,960.52
A/R Communications	\$ 68,375.39
Merchandise/Services – Electric	\$ 650.00
Merchandise/Services – Communications	\$ 108.00
Carrier Access Fees	\$ 4,557.71
Deposits – Electric	\$ 2,401.02
Deposits – Internet	\$ 133.00
Deposits – Cable TV	\$ 70.00
Marathon Loan – Principal Payment	\$ 1,285.10
Marathon Loan – Interest Payment	\$ 298.42
Marathon – Energy Sales	\$ 9,201.84
Tower Lease	\$ 2,400.00
Attachment H Revenues	\$ 27,765.21
Miscellaneous – Telephone	\$ 56.00
Miscellaneous – Cable TV	\$ 65.20
Total Cash Receipts	\$ 383,327.41

Electric Receipts	\$ 307,562.11
<u>Communications Receipts</u>	<u>\$ 75,765.30</u>
Total Cash Receipts	\$ 383,327.41

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 85.28
AFLAC	Employee Contributions	\$ 245.80
Alliant Energy	Natural Gas	\$ 368.93
Aureon	CALEA/SS7/Switching/Transport	\$ 535.45
Aveis	Group Vision Insurance	\$ 116.53
Big 10 Network	Programming Fees	\$ 538.20
Border States Electric	Conduit/Metering Supplies	\$ 1,605.02
Century Link Access	Access & Transport Fees	\$ 559.94
Century Link Lexcis	Directory Listings	\$ 25.84
Cleveland, Chad	IAMU Energy Conference	\$ 419.24
Coffman's Locksmith	Locks – Enclosed Walkway	\$ 516.49
Conrad & Lemmenes	Legal Services	\$ 341.50
Consortia Consulting	Consulting Contract	\$ 900.00
Counsel	Lanier Copier Support	\$ 50.97
Customers	Deposit/Closed Account Refunds	\$ 541.87
Department of Energy	WAPA Power Bill	\$ 27,164.08
DGR Engineering	Electric Rate Study	\$ 525.00
Echo Group	LED Lights/Supplies	\$ 736.08
Employee Benefit Systems	Self-Funding – Administration	\$ 240.00
Employee Benefit Systems	Self-Funding – Claims	\$ 17.50
Fire Proof Plus	Fire Extinguisher Inspection	\$ 430.00
Fox Sports Net North	Programming Fees	\$ 1,432.60
Fuchs Construction	Enclosed Walkway Project	\$ 9,289.14
Gray Television Group	Programming Fees	\$ 642.40
Hearst Television	Programming Fees	\$ 1,186.65
High Point Networks	Brocade Switches	\$ 2,690.00
Horsetech	Shipping Fees	\$ 8.42
ICMA RC	Employee Contributions	\$ 800.00
Iconnectiv	Local Number Portability	\$ 19.52
Insight	Veeam Renewal 5-Year	\$ 1,479.59
Internal Revenue Service	Payroll Taxes	\$ 6,760.34
Iowa Association of Municipal Utilities	Meeting Registration	\$ 265.00

Iowa Department of Revenue		Sales Tax	\$ 7,187.00
Iowa Department of Revenue		State Withholding	\$ 1,249.00
Iowa Public Employees Retirement System		IPERS Contributions	\$ 4,649.09
Iowa State Auditor		2017 & 2018 Audit Filings	\$ 500.00
Iowa Utilities Board		IUB/OCA Assessments	\$ 1,994.62
Kids Korner		Fundraiser/Christmas Wreaths	\$ 39.00
KTIV-TV		Programming Fees	\$ 742.50
Laurens, City of		Utility Billing	\$ 90,140.97
Laurens Food Pride		Supplies	\$ 45.38
Laurens House of Print		Paper/Statements/Envelopes	\$ 1,153.88
Laurens Municipal Power & Communications		Communications Bill	\$ 150.89
Laurens Municipal Utilities		Utility Bill	\$ 218.22
Laurens Plumbing		Supplies	\$ 54.66
Laurens State Bank		Service Charges	\$ 29.82
Laurens Sun		Publications/Advertising	\$ 398.22
Long Lines		Communication Services	\$ 9,740.36
Lukins Construction Ltd		Electric Improvement Project	\$ 27,774.00
Merchant Bankcard		Credit Card Processing Fees	\$ 677.52
Messenger		Advertising	\$ 79.00
MidAmerican Energy		Neal 4 Operations	\$ 33,000.00
National Cable Television Cooperative		Programming Fees – 2 months	\$ 29,901.48
National Cable Television Cooperative		TiVo Boxes/Cards/Remotes	\$ 23,176.07
Nexstar Broadcasting		Programming Fees	\$ 866.08
NIMECA		Power Bill	\$ 17,845.27
Office Elements		Office Supplies	\$ 72.75
Payroll		Salaried, Hourly & Overtime	\$ 20,437.95
PLIC-SBD Grand Island		Life/Disability Insurance	\$ 995.68
Pocahontas County E911		E911 Fees	\$ 2,819.57
Pop Media		Programming Fees	\$ 49.81
Pro Cooperative		Fuel/Diesel	\$ 10,472.19
R & D Industries		Network Support	\$ 524.50
Siepkers Auto Repairs		Vehicle Maintenance	\$ 50.29
Skarshaug Testing Lab		Glove Testing	\$ 64.71
Sonksen, Karla		Funeral Memorial – Kruthoff	\$ 97.01
Spencer Municipal Utilities		Transport Fees	\$ 1,590.37
Stuart C. Irby		Electric Supplies	\$ 288.90
Tower Distribution Company		Programming Fees	\$ 1,004.48
Van Wert		Electric Meters	\$ 642.00
Verizon		Wireless Phone Service	\$ 219.32
Wellmark Blue Cross Blue Shield		Group Health Insurance	\$ 9,083.17
Zcorum		Cable Modem Provisioning	\$ 795.13
Ziegler, Inc.		Generator Repairs	\$ 12,947.31
		Total Expenses	\$ 374,305.55
Electric Expenses	\$ 292,685.27		
Communications Expenses	\$ 81,620.28		
Total Expenses	\$ 374,305.55		

The Trustees reviewed the Utility Funds Report, Balance Sheet and Income Statement for October 2019. No specific action was taken.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the signing of the Non-Binding Letter of Intent to negotiate a power purchase agreement for distributed solar facilities with National Renewable Solutions. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve a budget up to \$1,000 for the 2019 Holiday Lighting Discount. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve a One Time Payment of \$300 in Laurens Chamber Bucks to all Full-time employees and \$100 in Laurens Chamber Bucks to all Part-time employees. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to increase the Laurens Municipal Power & Communications staff wage scales for each position by 2.5 percent for calendar year 2020. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the proposed list of bad debt accounts to be written off. The Electric Utility amount to be written off is \$4,673.23. The Communications Utility amount to be written off is 2,321.78. The Communications Utility also has \$347.75 in carrier access fees to be written off. Ayes: All. Nays: None. Motion carried. The write-off recoveries for 2019 were \$1,399.88 for the Electric Utility and \$1,638.64 for the Communications Utility.

General Manager Update:

1. We received the American Public Power Agency (APPA) 2018 Average Revenue per kilowatt-hour (kWh) Report for all electric utilities in Iowa. Laurens Municipal Light and Power Plant came in at the 30th lowest overall revenue per kWh. There are 182 electric utilities from Iowa in this report. The 182 electric utilities are made up of 3 Investor-owned, 42 Rural Electric Cooperatives and 137 Municipal Utilities.
2. We have started installing the TiVo boxes for customers who have signed up for a DVR.

There being no further business, on motion and vote, the meeting adjourned at 2:35 p.m.

Chairman, Board of Trustees

ATTEST:

Secretary, Board of Trustees