

March 31, 2020

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. In order to help stop the spread of the COVID-19 virus, this meeting was held electronically. Chapter 21.8 of the Iowa Code allows for an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical. Present on the conference call were Trustees Richard 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 March 31, 2020 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the minutes of the February 24, 2020 Regular Board meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the summary of receipts for February 2020 in the amount of \$416,648.68 and the list of expenses for February 2020 in the amount of \$295,063.34. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R Electric	\$ 298,753.33
A/R Communications	\$ 59,848.56
Merchandise/Services – Electric	\$ 115.00
Merchandise/Services – Communications	\$ 114.00
Carrier Access Fees	\$ 3,633.88
Write Off Recovery – Electric	\$ 936.17
Write Off Recovery – Communications	\$ 252.14
Deposits – Electric	\$ 2,728.60
Deposits – Internet	\$ 248.00
Marathon Loan – Principal Payment	\$ 1,297.03
Marathon Loan – Interest Payment	\$ 286.49
Marathon Energy Sales	\$ 13,602.89
Tower Lease	\$ 2,100.00
Attachment H Revenues	\$ 27,798.30
Miscellaneous – Telephone	\$ 36.00
Miscellaneous – Cable TV	\$ 50.06
Bank Fees (NSF) – Electric	\$ (14.98)
Legal Fees – Electric	\$ 380.52
Office Supplies – Electric	\$ 60.00
Property Insurance Dividend – Electric	\$ 2,658.11
Property Insurance Dividend – Internet	\$ 886.04
Property Insurance Dividend – Telephone	\$ 664.53
Property Insurance Dividend – Cable TV	\$ 221.50
Total Cash Receipts	\$ 416,648.68

Electric Receipts	\$ 348,601.46
Communications Receipts	\$ 68,047.22
Total Cash Receipts	\$ 416,648.68

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 85.28
AFLAC	Employee Contributions	\$ 245.80
Amy Signs & Design	Vehicle Lettering	\$ 387.88
Aureon	CALEA/SS7/Switching/Transport	\$ 776.32
Aveis	Group Vision Insurance	\$ 116.53

Big 10 Network	Programming Fees	\$	531.92
Border States Electric	Line/Transformer Maintenance	\$	611.17
Casey's General Store	Board Meeting Meal	\$	32.08
Century Link Access	Access/Transport Fees	\$	560.79
Century Link Lexcis	Directory Listings	\$	25.84
Cleveland, Chad	Meeting Expenses	\$	60.13
Conrad & Lemmenes	Legal Fees	\$	265.00
Consortia Consulting	Consulting Contract	\$	1,150.00
Counsel	Lanier Copier Support	\$	84.22
Customers	Deposit/Credit Refunds	\$	559.59
Department of Energy	WAPA Power Bill	\$	33,439.43
DGR Engineering	Electric Rate Study	\$	1,836.00
Employee Benefit Systems	Self-Funding – Administration	\$	120.00
Fox Sports Net North	Programming Fees	\$	1,398.12
Grainger	Supplies	\$	121.64
Gray Television Group	Programming Fees	\$	1,355.00
Hearst Television	Programming Fees	\$	1,245.76
ICMA RC	Employee Contributions	\$	800.00
Iconnectiv	Local Number Portability	\$	19.53
Internal Revenue Service	Excise Taxes	\$	276.16
Internal Revenue Service	Payroll Taxes	\$	7,028.26
Iowa Association of Municipal Utilities	Membership Dues	\$	5,780.00
Iowa Department of Revenue	Sales Tax	\$	7,727.00
Iowa Department of Revenue	State Withholding	\$	1,204.00
Iowa Public Employees Retirement System	IPERS Contributions	\$	4,686.43
KTIV-TV	Programming Fees	\$	810.00
Laurens, City of	Utility Billing	\$	92,369.49
Laurens Food Pride	Supplies	\$	13.75
Laurens House of Print	Paper/Printing Services	\$	231.76
Laurens Municipal Power & Communications	Communications Bill	\$	146.63
Laurens Municipal Utilities	Utility Bill	\$	229.96
Laurens Plumbing	Supplies	\$	138.59
Laurens State Bank	Service Charges	\$	29.82
Laurens Sun	Publications/Advertising	\$	273.12
Long Lines	Communication Services	\$	8,464.68
Merchant Bankcard	Credit Card Processing Fees	\$	754.15
Messenger	Advertising	\$	50.00
Nexstar Broadcasting	Programming Fees	\$	1,131.52
NIMECA	Power Bill	\$	68,696.87
Office Elements	Office Supplies	\$	121.04
Payroll	Salaried, Hourly & Overtime	\$	20,447.65
PLIC-SBD Grand Island	Life/Disability Insurance	\$	497.84
Pop Media	Programming Fees	\$	46.24
Pro Cooperative	Fuel	\$	286.39
Property Tax Division	Statewide Property Tax	\$	52.03
RB Lumber Company	Supplies	\$	64.78
Sonksen, Karla	Supplies	\$	27.80
Stuart C. Irby	Transformers	\$	17,111.44
Tegna	Programming Fees	\$	1,414.40
Tower Distribution Company	Programming Fees	\$	97.24
Verizon	Wireless Phone Service	\$	218.60
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	8,048.09
Zcorum	Cable Modem Provisioning	\$	791.66
	Total Expenses	\$	295,063.34

Electric Expenses	\$ 253,092.10
Communications Expenses	\$ <u>41,971.24</u>
Total Expenses	\$ 295,063.34

The Trustees reviewed the Utility Funds Report, Balance Sheet and Income Statement for February 2020. No specific action was taken.

Discussion was held on the proposed LMPC Infectious Disease (COVID-19) Response Plan. After a lengthy discussion, some changes were recommended, and it was determined that we should continue to develop this response plan until the COVID-19 health emergency is over. This will allow us to amend and add to the policy upon any future recommendations from our Federal, State, and/or Local authorities. This will then provide the Utility with an Infectious Disease Response Plan for the future. No specific action was taken.

Motion by Trustee Runneberg and seconded by Trustee Storms to adjourn the meeting at 1:20 p.m.
Ayes: All. Nays: None. Motion carried.

Chairman, Board of Trustees

ATTEST: _____
Secretary, Board of Trustees