

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 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 May 29, 2020 regular meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the minutes of the April 27, 2020 Regular Board meeting and the May 6, 2020 Special Board meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the summary of receipts for April 2020 in the amount of \$391,676.81 and the list of expenses for April 2020 in the amount of \$463,038.54. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R Electric	\$ 266,673.50
A/R Communications	\$ 64,319.44
Merchandise/Services – Electric	\$ 4,477.96
Merchandise/Services – Communications	\$ 158.00
Carrier Access Fees	\$ 4,109.18
Write Off Recovery – Electric	\$ 2,959.30
Write Off Recovery – Communications	\$ 378.70
Deferred Patronage (NIMECA) – Electric	\$ 5,167.54
Accounts Payable – Electric	\$ 4.24
Offset Recovery Overpayment – Electric	\$ 237.60
Deposits – Electric	\$ 850.00
Deposits – Internet	\$ 153.00
Marathon Energy Sales – Electric	\$ 9,323.43
Marathon Loan – Principal Payment – Electric	\$ 1,308.15
Marathon Loan – Interest Payment – Electric	\$ 275.37
E911 Fees – Communications	\$ 643.26
Tower Lease – Communications	\$ 1,200.00
Attachment H Revenues – Electric	\$ 27,610.31
Miscellaneous – Electric	\$ 159.20
Miscellaneous – Telephone	\$ 36.00
Miscellaneous – Cable TV	\$ 42.03
Gain on Sale of Equipment – Electric	\$ 1,560.60
Office Supplies – Electric	\$ 30.00
Total Cash Receipts	\$ 391,676.81

Electric Receipts	\$ 320,637.20
Communications Receipts	\$ 71,039.61
Total Cash Receipts	\$ 391,676.81

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 85.28
AFLAC	Employee Contributions	\$ 245.80
Alliant Energy	Natural Gas	\$ 374.58
Amaril Uniform	FR Clothing	\$ 776.27
Associate Partners	DADNS Annual Provisioning	\$ 250.00
Aureon	CALEA/SS7/Switching/Transport	\$ 554.75
Aveis	Group Vision Insurance	\$ 116.53

Big 10 Network	Programming Fees	\$	521.02
Century Link Access	Access/Transport Fees	\$	561.48
Century Link Lexcis	Directory Listings	\$	25.84
Consortia Consulting	Consulting Contract	\$	900.00
Counsel	Lanier Copier Support	\$	65.78
Customers	Offset Recovery Overpayment	\$	237.60
Department of Energy	WAPA Power Bill	\$	31,306.25
DGR Engineering	Electric Rate Study	\$	648.00
Echo Group	LED Wall Pack/18' Wiring Pole	\$	567.17
Employee Benefit Systems	Self-Funding – Administration	\$	120.00
Fox Sports Net North	Programming Fees	\$	1,369.47
Gray Television Group	Programming Fees	\$	1,325.00
Hearst Television	Programming Fees	\$	1,218.28
Horsetech	Shipping Fees	\$	24.90
HyVee Ressler Drug	First Aid Kit Supplies	\$	32.54
ICMA RC	Employee Contributions	\$	800.00
Iconnectiv	Local Number Portability	\$	19.52
Internal Revenue Service	Payroll Taxes	\$	7,197.15
Internal Revenue Service	Federal Excise Tax	\$	748.83
Iowa Department of Revenue	Sales Tax	\$	7,110.00
Iowa Department of Revenue	State Withholding	\$	1,229.00
Iowa Public Employees Retirement System	IPERS Contributions	\$	4,759.31
Iowa Utilities Board	DPRS Assessment	\$	39.68
KTIV-TV	Programming Fees	\$	792.00
Laurens Chamber	Membership Dues	\$	100.00
Laurens, City of	Utility Billing	\$	89,953.55
Laurens Food Pride	Supplies	\$	28.79
Laurens Municipal Power & Communications	Communications Bill	\$	149.84
Laurens Plumbing	Supplies	\$	138.42
Laurens State Bank	Service Charges	\$	29.82
Long Lines	Communication Services	\$	8,973.81
Merchant Bankcard	Credit Card Processing Fees	\$	854.62
Messenger	Advertising	\$	160.00
Mid-American Energy	NEAL 4 Operations	\$	22,000.00
National Cable Television Cooperative	Programming Fees	\$	26,989.35
National Cable Television Cooperative	CMTS Support/MoCA Filters	\$	2,390.47
Nexstar Broadcasting	Programming Fees	\$	1,186.36
NIMECA	Power Bill/MCR Bill	\$	63,906.22
Norgard Sand & Gravel	Pea Rock	\$	273.99
Oakhill Consulting	Fiber-To-The-Home Project	\$	1,386.00
Office Elements	Office Supplies	\$	302.66
Payroll	Salaried, Hourly & Overtime	\$	20,723.26
Petroleum Marketing Management Insurance	UG Storage Tank Insurance	\$	788.00
PLIC-SBD Grand Island	Life/Disability Insurance	\$	497.84
Pocahontas County 911	E911 Fees	\$	1,295.50
Pop Media	Programming Fees	\$	45.22
Postmaster	Prepaid Postage	\$	25.00
Pro Cooperative	Fuel/Diesel/Inventory Fuel	\$	4,967.35
R&D Industries	Network Support	\$	639.50
Ramirez Roofing LLC	Hail Damage Repairs	\$	60,333.00
RB Lumber Company	Hail Damage Repairs	\$	33,941.04
Skarshaug Testing Lab	Rubber Glove Testing	\$	63.95
Spencer Municipal Utilities	Transport Fees	\$	660.75
Tegna	Programming Fees	\$	1,383.20
Verizon	Wireless Phone Service	\$	218.60

Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	8,048.09
Woodley Insurance & Real Estate	EMC Package Insurance Renewal	\$	45,558.00
Zcorum	Cable Modem Provisioning	\$	793.28
Ziegler, Inc.	Case of CAT Yellow Paint	\$	211.03
	Total Expenses	\$	463,038.54

Electric Expenses	\$	374,851.87
Communications Expenses	\$	88,186.67
Total Expenses	\$	463,038.54

The Trustees reviewed the Utility Funds Report, Balance Sheet and Income Statement for April 2020. Motion by Trustee Runneberg and seconded by Trustee Storms to have the Investment Committee reinvest CD 70920 upon maturity. Ayes: All. Nays: None. Motion carried.

Discussion was held on the progress of the Electric Rate Study being done by DGR Engineering. No specific action was taken.

Discussion was held on the LMPC "Freezer Building". Our plan is to have the freezer building torn down. LMPC hired August Enterprises, LLC to do an inspection for asbestos. The report shows that some parts of the building has asbestos. The Board also received an offer for asbestos removal and disposal services from August Enterprises, LLC. The cost for these services would not exceed \$1,995.00. Motion by Trustee Runneberg and seconded by Trustee Storms to accept the inspection report from August Enterprises, LLC and to also approve the offer for asbestos removal and disposal services from August Enterprises, LLC. Ayes: All. Nays: None. Motion carried.

The General Manager updated the Board on operations regarding COVID-19. Recently the City Council voted to re-open City Hall to the public. LMPC and City staff have provisions in place to keep visitors and staff safe. There is signage on doors to City Hall with instructions on what to do if someone wants to come into City Hall. Staff will be cleaning the counters and area surfaces after each visitor.

Discussion was held on communication service installations. The Board recommended that all requests for communication services be given careful consideration. If service requires in-home wiring, these requests will have to wait until the public health emergency associated with COVID-19 pandemic has expired.

Discussion was held on disconnection procedures and late charges. The Iowa Utilities Board has lifted the winter moratorium as of May 28, 2020 and now allows utilities the ability to start disconnection procedures and charging late charges. The Board agreed that we should start our disconnection procedures and charging late charges in June 2020.

Discussion was held on the Fiber-To-The-Home system in Laurens. No specific action was taken.

Discussion was held on the hail damage repairs. No specific action was taken.

Motion by Trustee Runneberg and seconded by Trustee Storms to adjourn the meeting at 3:05 p.m. Ayes: All. Nays: None. Motion carried.

Chairman, Board of Trustees

ATTEST: _____
Secretary, Board of Trustees