

October 22, 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. 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 October 22, 2020 regular meeting. Ayes: All. Nays: None. Motion carried.

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

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the summary of receipts for September 2020 in the amount of \$394,405.32 and the list of expenses for September 2020 in the amount of \$269,852.10. Ayes: All. Nays: None. Motion carried.

Summary of Receipts

A/R – Electric	\$ 277,353.63
A/R – Communications	\$ 63,506.23
Merchandise/Services – Electric	\$ 420.00
Merchandise/Services – Communications	\$ 114.00
Carrier Access Fees – Communications	\$ 3,416.48
Write-Off Recovery – Electric	\$ 0.36
Investments Interest Earned – Electric	\$ 3,008.22
A/P – Electric	\$ 4.25
A/P – City of Laurens – Electric	\$ 6.40
Deposits – Electric	\$ 2,475.00
Deposits – Internet	\$ 614.00
Deposits – Telephone	\$ 140.00
Marathon Energy Sales – Electric	\$ 9,964.43
Tower Lease – Communications	\$ 900.00
Attachment H Revenues – Electric	\$ 29,226.85
Miscellaneous – Telephone	\$ 3,148.20
Miscellaneous – Cable TV	\$ 77.27
Office Supplies – Electric	\$ 30.00
Total Cash Receipts	\$ 394,405.32
Electric Receipts	\$ 322,489.14
Communications Receipts	\$ 71,916.18
Total Cash Receipts	\$ 394,405.32

List of Expenses

A & M Laundry	Dust Mops & Mats	\$ 85.28
Advanced Control Systems	SCADA System Support	\$ 1,237.02
AFLAC	Employee Contributions	\$ 245.80
Alliant Energy	Natural Gas	\$ 340.35
Aveis	Group Vision Insurance	\$ 108.48
Big 10 Network	Programming Fees	\$ 534.10
Buena Vista County Treasurer	Property Taxes	\$ 125.00
Century Link Access	Access/Transport Fees	\$ 4.18
Century Link Lexcis	Directory Listings	\$ 25.84
Clay County Treasurer	Property Taxes	\$ 69.00
Cleveland, Chad	Meeting Expense	\$ 44.85
Consortia Consulting	Consulting Contract	\$ 1,410.00

Counsel	Lanier Copier Support	\$	76.77
Customers	Deposit/Credit Refunds	\$	446.41
Department of Energy	WAPA Power Bill	\$	36,548.11
Echo Group	Supplies	\$	7.69
Employee Benefit Systems	Self-Funding – Administration	\$	120.00
Employee Benefit Systems	Self-Funding – Claims	\$	1,044.12
Gray Television Group	Programming Fees	\$	1,337.50
Hearst Television	Programming Fees	\$	1,218.28
Horsetech	Shipping Fees	\$	34.10
ICMA RC	Employee Contributions	\$	800.00
Internal Revenue Service	Payroll Taxes	\$	7,124.14
Interstate TRS Fund	TRS Fund Assessment	\$	213.95
Iowa Association of Municipal Utilities	Meeting Registration	\$	65.00
Iowa Department of Revenue	Sales Tax	\$	7,500.00
Iowa Department of Revenue	State Withholding	\$	1,206.00
Iowa One Call	Locates	\$	27.00
Iowa Public Employees Retirement System	IPERS Contributions	\$	4,697.19
Iowa State Auditor	Audit Filing Fee	\$	250.00
Iowa Utilities Board	IEC/CGRER Assessment	\$	2,468.00
KTIV-TV	Programming Fees	\$	798.00
Laurens, City of	Utility Billing	\$	90,354.37
Laurens, City of	Customer Payment	\$	6.40
Laurens Food Pride	Cleaning Supplies	\$	5.35
Laurens House of Print	Paper/Envelopes	\$	932.43
Laurens Municipal Power & Communications	Communications Bill	\$	120.59
Laurens Municipal Utilities	Utility Bill	\$	205.96
Laurens Plumbing	Miscellaneous Supplies	\$	26.55
Laurens State Bank	Service Charges	\$	44.80
Laurens Sun	Publications/Advertising	\$	50.00
Long Lines	Communication Services	\$	9,315.99
Merchant Bankcard	Credit Card Processing Fees	\$	631.52
Mid-American Energy	NEAL 4 Operations	\$	31,000.00
National Cable Television Cooperative	Programming Fees	\$	13,998.51
National Cable Television Cooperative	Attenuators	\$	95.11
Nexstar Broadcasting	Programming Fees	\$	1,090.60
NIMECA	Power Bill	\$	7,804.90
NIMECA	Property Taxes	\$	397.50
NIMECA	FERC Filing	\$	2,440.50
North American Numbering Plan	E911 Numbering Admin Fee	\$	50.00
Office Elements	Office Supplies	\$	474.21
Payroll	Salaried, Hourly & Overtime	\$	20,427.01
PLIC-SBD Grand Island	Life/Disability Insurance	\$	497.84
Plymouth County Treasurer	Property Taxes	\$	67.00
Pocahontas County Treasurer	Property Taxes	\$	4,219.00
Pop Media	Programming Fees	\$	45.22
Postmaster	Postage	\$	340.50
Pro Cooperative	Fuel	\$	139.77
R&D Industries	Network Support	\$	1,046.17
RB Lumber Company	Supplies	\$	22.44
Secure Shred Solutions	Paper Shredding	\$	24.00
Sonksen, Karla	Supplies	\$	40.43
Stuart C Irby	Locating Flags	\$	856.00
Tegna	Programming Fees	\$	1,383.20
US Card Systems	Credit Card Terminal Lease	\$	29.95
Verizon	Wireless Phone Service	\$	207.44

Visa	Website WP Encryption Pro	\$	39.99
Webster County Treasurer	Property Taxes	\$	456.50
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	8,048.09
Woodbury County Treasurer	Property Taxes	\$	1,906.50
Zcorum	Cable Modem Provisioning	\$	797.60
	Total Expenses	\$	269,852.10

Electric Expenses	\$	217,744.77
Communications Expenses	\$	52,107.33
Total Expenses	\$	269,852.10

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

The Board reviewed the four (4) competitive quotes received on the demolition of the structure just South of the water tower locally known as the "Freezer Building". The quotes received were as follows:

Shamrock Recycling, Inc.	\$29,682.60
AJS Excavating LLC	\$32,000.00
Peterson Contractors, Inc.	\$44,500.00
Vaughn DeLoss Construction	\$46,450.00

Motion by Trustee Storms and seconded by Trustee Runneberg to accept the quote from Shamrock Recycling, Inc. of \$29,682.60 for the demolition of the Freezer Building and to issue a contract to Shamrock Recycling, Inc. for this project. Ayes: All. Nays: None. Motion carried.

Discussion was held on the budget for calendar year 2021. The Board went over cash flow projections for the electric and communications utilities. No specific action was taken.

Discussion was held on the Fiber-To-The-Home (FTTH) Project. The Board acknowledged receipt of the Plans, Specifications, Form of Contract, and Cost Estimate from Oakhill Consulting. The Board then directed the General Manager to start the bid letting and hearing process.

Trustee Storms left the meeting at 2:10 p.m.

The General Manager reported on a few items from the October NIMECA Board meeting. No specific action was taken.

There being no further business, the Chairman declared the meeting adjourned at 3:10 p.m.

Chairman, Board of Trustees

ATTEST: _____
Secretary, Board of Trustees