

February 24, 2022

The Utility Board of Trustees of Laurens, Iowa met in regular session at the Municipal Building, 272 N. Third Street, Laurens, Iowa, at 5:00 p.m. on the above date. Present were Trustees Richard Main, Jerry Runneberg, and Ben Storms. Also present were Greg Fritz of NIMECA and General Manager Chad Cleveland.

Motion by Trustee Storms and seconded by Trustee Runneberg to amend the agenda for February 24, 2022 regular meeting by changing item number 9 from MP Nexlevel, LLC – Pay Request to Letter of Interest and Hold Harmless Agreement. Ayes: All. Nays: None. Motion carried.

Greg Fritz, CEO of North Iowa Municipal Electric Cooperative Association (NIMECA), provided the Board with an update on different transmission issues and the performance of our generation resources. No specific action was taken. Greg left the meeting at 7:25 p.m.

Motion by Trustee Runneberg and seconded by Trustee Storms to approve the minutes of the January 26, 2022 Board meeting. Ayes: All. Nays: None. Motion carried.

Motion by Trustee Storms and seconded by Trustee Runneberg to approve the summary of receipts for January 2022 in the amount of \$402,560.89 and the list of expenses for January 2022 in the amount of \$353,377.51. Ayes: All. Nays: None. Motion carried.

### **Summary of Receipts**

A/R – Electric	\$ 277,883.65
A/R – Communications	\$ 67,475.86
Merchandise/Services – Electric	\$ 2,970.00
Merchandise/Services – Communications	\$ 170.00
Carrier Access Fees – Communications	\$ 3,214.48
Write-Off Recovery – Electric	\$ 212.28
Deposits – Electric	\$ 3,075.00
Deposits – Internet	\$ 436.00
Deposits – Telephone	\$ 25.00
Deposits – Cable TV	\$ 187.00
LIHEAP Energy Assistance – Electric	\$ 3,480.00
Marathon Energy Sales – Electric	\$ 14,738.39
E911 Fees – Telephone	\$ 643.26
Tower Lease – Communications	\$ 4,200.00
Attachment H Revenues – Electric	\$ 23,300.54
Miscellaneous – Telephone	\$ 101.77
Miscellaneous – Cable TV	\$ 67.66
Office Phones – Electric	\$ 30.00
Programming Credit Refund – Cable TV	\$ 350.00
<b>Total Cash Receipts</b>	<b>\$ 402,560.89</b>

Electric Receipts	\$ 325,689.86
Communications Receipts	\$ 76,871.03
<b>Total Cash Receipts</b>	<b>\$ 402,560.89</b>

### **List of Expenses**

A & M Laundry	Dust Mops & Mats	\$ 85.28
AFLAC	Employee Contributions	\$ 245.80
Alliant Energy	Natural Gas	\$ 758.03
Aureon	CALEA/SS7/Switching/Transport	\$ 580.95
Aveis	Group Vision Insurance	\$ 36.03
Big 10 Network	Programming Fees	\$ 513.00

Cleveland, Chad	Meeting Expense/Insurance Refund	\$	295.03
Community First Broadcasting	Radio Advertising	\$	52.50
Community State Bank	Service Charges	\$	116.81
Conrad & Lemmenes	Legal Services	\$	200.00
Consortia Consulting	Consulting Contract	\$	975.00
Counsel	Lanier Copier Support	\$	66.48
Customers	Deposit/Credit Refunds	\$	675.18
Department of Energy	WAPA Power Bill	\$	34,768.91
Echo Group	Supplies	\$	55.80
Employee Benefit Systems	Self-Funding – Administration	\$	120.00
Employee Benefit Systems	Self-Funding – Claims	\$	2.29
Goldfield Telecom	FTTP Project Materials	\$	18,084.84
Gray Media Group	Programming Fees	\$	560.00
Graybar Electric	FTTP Project Materials	\$	2,692.27
Hearst Television	Programming Fees	\$	1,638.00
ICMA RC	Employee Contributions	\$	1,000.00
Internal Revenue Service	Payroll Taxes	\$	7,861.74
Internal Revenue Service	Excise Tax	\$	671.95
Interstate TRS Fund	TRS Fund Assessment	\$	178.62
Iowa Department of Revenue	Sales Tax	\$	6,565.08
Iowa Department of Revenue	State Withholding	\$	1,255.00
Iowa One Call	Locates	\$	97.40
Iowa Public Employees Retirement System	IPERS Contributions	\$	5,184.46
Laurens, City of	Utility Billing	\$	88,780.94
Laurens Food Pride	Supplies	\$	9.94
Laurens House of Print	Delinquent Notices	\$	116.20
Laurens Municipal Power & Communications	Communications Bill	\$	130.17
Laurens Municipal Utilities	Utility Bill	\$	97.52
Laurens Plumbing	Supplies	\$	241.43
Laurens Sun	Publications/Advertising	\$	315.09
Library of Congress	SA1 Royalty Licensing Fees	\$	67.00
Long Lines	Communication Services	\$	9,165.72
Lumen Lexcis	Directory Listings	\$	36.45
Merchant Bankcard	Credit Card Processing Fees	\$	782.16
MidAmerican Energy	Neal 4 Operations	\$	21,000.00
MP Nexlevel LLC	FTTP Project Pay Request #9	\$	37,684.12
National Cable Television Cooperative	Programming Fees	\$	15,006.53
Nexstar Broadcasting	Programming Fees	\$	1,556.96
NIMECA	Power Bill	\$	49,535.54
Oakhill Consulting	FTTP Project	\$	1,541.00
Office Elements	Office Supplies	\$	185.86
Payroll	Salaried, Hourly & Overtime	\$	22,128.99
PLIC-SBD Grand Island	Life/Disability Insurance	\$	570.14
Pop Media	Programming Fees	\$	38.76
Postmaster	Postage	\$	932.92
Power & Telephone	FTTP Project Materials	\$	212.73
Pro Cooperative	Fuel/Diesel	\$	444.48
R&D Industries	Network Support	\$	1,565.75
Scott's Lawn Service	Vegetation Control	\$	137.50
Secure Shred Solutions	Paper Shredding	\$	39.00
Spencer Municipal Utilities	Transport Fees	\$	450.00
Stuart C. Irby	Electric Supplies	\$	101.65
The Howard Nyhart Company	GASB 75 Report	\$	1,250.00
Upper Des Moines Opportunity, Inc.	LIHEAP Refunds	\$	1,180.98
US Card Systems	Credit Card Terminal Lease	\$	29.95

Verizon	Wireless Phone Service	\$	207.36
Visa	Query Plan	\$	2.50
Wellmark Blue Cross Blue Shield	Group Health Insurance	\$	11,686.06
Zcorum	Cable Modem Provisioning	\$	809.66
	<b>Total Expenses</b>	<b>\$</b>	<b>353,377.51</b>

Electric Expenses	\$	298,763.14
Communications Expenses	\$	54,614.37
<b>Total Expenses</b>	<b>\$</b>	<b>353,377.51</b>

Trustees reviewed the Utility Funds Report, Balance Sheet, and Income Statement for January 2022. Motion by Trustee Storms and seconded by Trustee Runneberg to have the Investment Committee invest \$250,000 of non-operating funds. Ayes: All. Nays: None. Motion carried.

Trustee Runneberg introduced the following resolution entitled “**RESOLUTION ADOPTING THE ANNUAL ELECTRIC RELIABILITY PLAN FOR LAURENS MUNICIPAL LIGHT AND POWER PLANT**” and moved for adoption. Trustee Storms seconded the motion to adopt. The roll was called, and the vote was: Ayes: Main, Runneberg, and Storms. Nays: None.

Chairman Main declared the following Resolution duly adopted:

**RESOLUTION ADOPTING THE ANNUAL ELECTRIC RELIABILITY PLAN FOR  
LAURENS MUNICIPAL LIGHT AND POWER PLANT**

WHEREAS, pursuant to Iowa administrative rule 199 – 27.10, municipal electric utilities are required to review, adopt, and approve, by their governing body, an annual electric reliability plan; and

WHEREAS, pursuant to Iowa administrative rule 199 – 27.10, the approved annual electric reliability plan must be filed with the Iowa Utilities Board.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF LAURENS MUNICIPAL LIGHT AND POWER PLANT:

That the Annual Electric Reliability Plan of Laurens Municipal Light and Power Plant is hereby approved; and

That the Laurens Municipal Light and Power Plant shall maintain an official copy of the Annual Electric Reliability Plan for public inspection and for filing with the Iowa Utilities Board.

PASSED AND ADOPTED this 24<sup>th</sup> day of February 2022.

Richard Main  
Chairman, Board of Trustees

ATTEST: Chad Cleveland  
Secretary, Board of Trustees

Discussion was held on distributed generation and what our avoided costs are. Motion by Trustee Storms and seconded by Trustee Runneberg to set our avoided cost rate at \$0.0209 from March 1, 2022 through February 28, 2023. Ayes: All. Nays: None. Motion carried.

Fiber-To-The-Premise Project Update: Our contractor, MP Nexlevel, has not been able to do much because of the weather. We still have not received all the electronics for our central office so we are working with our vendors for updated delivery times.

Link Snacks, Inc. provided a draft Letter of Interest and Hold Harmless Agreement for the Board of Trustees to consider. Link Snacks, Inc. would like to utilize a portion of the vacant lot LMPC recently purchased from the Laurens Industrial Foundation for parking. After some discussion, the Board recommended that the General Manager continue to work on this agreement with Link Snacks, Inc. No further action was taken.

Discussion was held on the rates charged for the communication services we offer today. The Board does not want to change Internet rates until we are able to offer services over our new fiber network. The last rate change for Communication services was back in 2019. After reviewing the cash flow projections prepared by the General Manager, the Board was in agreement that some rate changes for Cable TV and Telephone services are needed.

Trustee Storms introduced the following resolution entitled “**RESOLUTION AMENDING THE RATES CHARGED FOR SERVICES OF THE LAURENS MUNICIPAL BROADBAND COMMUNICATIONS UTILITY**” and moved for adoption. Trustee Runneberg seconded the motion to adopt. The roll was called, and the vote was: Ayes: Main, Runneberg, and Storms. Nays: None.

Chairman Main declared the following Resolution duly adopted:

**RESOLUTION AMENDING THE RATES CHARGED FOR SERVICES OF THE LAURENS MUNICIPAL BROADBAND COMMUNICATIONS UTILITY**

WHEREAS, pursuant to an election held in the year 1997, the Municipal Broadband Communications Utility in and for the City of Laurens, Pocahontas County, Iowa was established; and

WHEREAS, pursuant to an election held in the year 1997, the management and control of the Laurens Municipal Broadband Communications Utility was put in the hands of the Board of Trustees; and

WHEREAS, the Board of Trustees may, by resolution, establish, impose, adjust and provide for the collection of rates to be charged for the use of communication services provided by the Laurens Municipal Broadband Communications Utility.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the City of Laurens, Pocahontas County, Iowa that the following rates for communication services shall go into effect on April 1, 2022, and shall be as follows:

<b>CABLE TV SERVICES:</b>	<u><b>NEW RATES</b></u>	<u><b>OLD RATES</b></u>
Broadcast Starter	\$32.00 a month	\$30.00 a month
Basic Plus	\$54.00 a month	\$46.00 a month
Variety Plus	\$21.00 a month	\$21.00 a month
Sports Plus	\$ 9.00 a month	\$ 9.00 a month
HBO	\$18.00 a month	\$18.00 a month
Cinemax	\$15.00 a month	\$15.00 a month
Starz	\$12.00 a month	\$12.00 a month
 <b>CABLE TV EQUIPMENT FEES:</b>		
DTA Box	\$ 5.00 a month	\$ 5.00 a month
TiVo DVR	\$15.00 a month	\$15.00 a month
TiVo Mini	\$10.00 a month	\$10.00 a month
 <b>CABLE TV CITY FRANCHISE FEE:</b>	5.00% of subscribed Cable TV services	
 <b>TELEPHONE SERVICES</b>	<u><b>NEW RATES</b></u>	<u><b>OLD RATES</b></u>
Residential Phone Line	\$10.00 a month	\$10.00 a month
Business Phone Line	\$25.00 a month	\$25.00 a month

Subscriber Line Charge	\$ 6.00 a month	\$ 5.00 a month
E911 Charge	\$ 1.00 a month	\$ 1.00 a month
LMPC Long Distance	\$ 0.12 a minute	\$ 0.12 a minute
Residential Unlimited Long Distance	\$15.00 a month	\$15.00 a month
Business Unlimited Long Distance	\$25.00 a month	\$25.00 a month

OTHER TELEPHONE SERVICES

800 Number	\$ 5.00 a month	\$ 5.00 a month
DID Lines	\$21.00 a month	\$21.00 a month
ISDN PRI Arrangement	\$33.00 a month	\$33.00 a month
Toll Restriction	\$ 3.00 a month	\$ 3.00 a month
Additional Directory Listing	\$ 0.50 a month	\$ 0.50 a month
Unlisted Number	\$ 1.50 a month	\$ 1.50 a month
Non-Published Number	\$ 1.50 a month	\$ 1.50 a month

OTHER PROVISIONS:

**PENALTY:** The communication services bill shall be due and payable upon receipt. If the communications bill is not paid by the 5th of the month after billing, a late payment fee of 1.5% of the balance due will apply. If the 5th of the month falls on a Saturday, Sunday, or holiday, the deadline for payment without penalty will be extended to the next working day.

**DELINQUENT NOTICE:** A \$5.00 charge will be incurred on all delinquent accounts that require the preparation and delivery of a delinquent notice.

**24-HOUR DISCONNECT NOTICE:** A \$15.00 charge will be incurred on all delinquent accounts that require the preparation and delivery of a 24 hour disconnect notice.

**SALES TAX:** Sales tax will be added to all communication services bills so as to be in compliance with the provisions of the laws of Iowa.

**RECONNECTION FEES:** If a customer, whose service has been disconnected, either by his/her order (example: Snowbirds), or by reason of delinquency, requests a reconnection of such service within twelve (12) months of the time of disconnection, a reconnection charge shall be collected.

The reconnection charge shall be as follows:

Residential Internet	\$10.00
Residential Cable TV	\$10.00
Residential Telephone	\$10.00
Business Internet	\$20.00
Business Cable TV	\$20.00
Business Telephone	\$20.00

**TRIPLE PLAY DISCOUNT:** The Triple Play Discount will be discontinued as of April 1, 2022.

This resolution shall be effective April 1, 2022 upon approval and publication as provided by law.

PASSED AND APPROVED this 24<sup>th</sup> day of February 2022.

Richard Main  
Chairman, Board of Trustees

ATTEST: Chad Cleveland  
Secretary, Board of Trustees

There being no further business, the Chairman declared the meeting adjourned at 10:00 p.m.

Richard Main  
Chairman, Board of Trustees

ATTEST: Chad Cleveland  
Secretary, Board of Trustees