August 30, 2023

The Sanborn Electric and Telecommunications Board met in regular session Wednesday,

August 30, 2023, at 12:00 p.m. at Sanborn City Hall. Board members present: Terry Boelter, Rick Maranell, and Josh Rydberg. Other present: Jim Zeutenhorst.

Motion Boelter, seconded by Maranell to adopt the agenda. Motion carried 3-0.

Motion Maranell, seconded by Boelter to approve the minutes of the July 26, 2023,

Board Meeting. Motion carried 3-0.

Motion Maranell, seconded by Boelter to approve the following bills for payment:

Motion carried 3-0.

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| **Bill List - Sanborn Municipal Light Plant** |
| **Meeting Date - 08-30-2023** |
|  | **GENERAL FUND:** |  |  |
|  |  |  | **Amount** |
| **\*** | 610 Depot | Plant Maintenance | $254.60  |
| **\*** | Abbott, Trisha | Utility account credit balance refund - 411 Prospect St. | $276.42  |
| **\*** | Ahlers and Cooney, PC | Legal services - IUB Electric Franchise update | $195.00  |
| **\*** | Border States Industries, Inc. | Streetlighting - bulbs | $564.06  |
| **\*** | Campbell, Higgins, & Mummert, PC | Professional services - 12/31/22 year end | $2,825.00  |
| **\*** | Canadian Pacific Railway | Overhead electric wire crossing | $800.00  |
| **\*** | City of Sanborn | Split with City - purchase of McLaughlin Mud Vac Excavator | $61,166.00  |
| **\*** | City of Sanborn | City Hall bills split for July 2023 | $7,229.21  |
| **\*** | City of Sanborn | Diesel/gas purchases - March through July 2023 | $1,432.79  |
| **\*** | DGR Engineering | Electric Franchise update | $1,240.00  |
| **\*** | EFTPS - 941 | FICA, Medicare & Federal taxes  | $12,047.06  |
| **\*** | Iowa Department of Revenue | Sales tax - for July 2023 | $7,831.29  |
| **\*** | Iowa State Bank | H.S.A. contrib. by employees | $300.00  |
| **\*** | Iowa Utilities Board | 2023 - 4th Quarter Direct Assessment | $2,090.50  |
| **\*** | IPERS | July wages | $4,705.95  |
| **\*** | Lawson Products | Plant Maintenance | $101.64  |
| **\*** | Marcus News | Publish Board minutes - 6/28/23 meeting | $90.34  |
| **\*** | Missouri River Energy | Purchased power | $129,943.05  |
| **\*** | Sanborn Daycare | Donation | $425.00  |
| **\*** | Sanborn Municipal Utilities | Utilities - warehouse, plant, substation | $295.04  |
| **\*** | Sanborn Savings Bank | H.S.A. Contrib. by employees | $1,200.00  |
| **\*** | SP Heating & Cooling | Service HVAC | $210.00  |
| **\*** | T.P. Anderson & Company, PC | Preliminary audit work for year ended 12/31/2022 | $4,220.00  |
| **\*** | The Community Agency | Phone/Internet/Cable | $279.24  |
| **\*** | U.S. Postmaster | Postage - utility bills | $99.76  |
| **\*** | Visa | Meeting expenses, Distribution maint., Plant maint. | $1,100.42  |
| **\*** | WAPA | Purchased power | $27,562.08  |
| **\*** | Wesco | Inventory - pole risers, streetlight bulbs | $2,576.56  |
|  |  |  | **$271,061.01**  |
|  |  |  |  |
|  | **MISC.** |  |  |
| **\*** | Meter Deposit Refunds | Nine refunds | $2,280.00  |
|  |  |  | **$2,280.00**  |
|  |  |  |  |
|  | **EMPLOYEE BENEFIT FUND:** |  |  |
| **\*** | Aflac | Aflac - July payroll deductions | $445.35  |
| **\*** | Delta Dental | Dental Ins. September coverage | $133.34  |
| **\*** | Equitable Financial Life Insurance | Life/AD&D, LTD/STD - Sept. coverage | $155.25  |
| **\*** | Iowa State Bank | HSA Contrib. for July & August | $200.00  |
| **\*** | Sanborn Savings Bank | HSA Contrib. for July & August | $634.00  |
| **\*** | Wellmark | Health Ins. Sept. coverage | $5,610.12  |
|  |  |  | **$7,178.06**  |
| **\*** | Checks issued prior to meeting. |  |  |
|  | **TOTAL ALL FUNDS:** |  | **$280,519.07**  |

**Month Ending July 2023:**

*Revenue:* $279,166.61

*Expense:* $250,976.50

Motion Maranell, seconded by Boelter to approve the following July 2023 reports:

Financial Report, Purchased Power Report, and Sales and Revenue Report. Motion carried 3-0.

Motion Boelter seconded by Maranell to approve new fees for posting a property for non-payment of utility bill(s), reconnect fees during and after working hours, and charges for insufficient funds payments. They are as follows:

* Posting fees for non-payment: $50.00
* Reconnect fees during working hours: $50.00
* Reconnect fees after working hours: $100.00
* Charge for insufficient funds: $30.00

Motion carried 3-0.

The Board and General Manager, Zeutenhorst, discussed succession planning. Zeutenhorst informed the Board that he was also discussing this matter with the City Council. They will be looking in the future at a succession planning resolution, spelling out the specifics, and planning for pending retirement and successful transition.

There being no further business, motion Maranell, seconded by Rydberg to adjourn at 1:15 p.m. Motion carried 3-0.

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Prepared by Michelle Vos