



To: **Board of Trustees and Attorney**

A regular meeting of the Board of Trustees has been scheduled for December 23, 2024, at 7:00 p.m.

Proposed Agenda:

1. Call to Order
2. Reading and Approval of Minutes
3. Presentation of Check Register
4. Presidents Report
5. Attorneys Report
6. Sunflower EPC Report
7. KEC Report
8. General Managers Report
9. Old Business
10. New Business
 - a. Safety Update – Chris Terhune
 - b. Board Policy 508 – Safety (review)
 - c. Board Meeting Schedule - 2025
 - d. NRTC Voting Delegates
 - e. Miscellaneous signatory forms
11. Safety Program Reports
12. Executive Session (if requested).
13. Adjourn

Upcoming Events:

Office Closed – Christmas and New Years		
Sunflower Board Meeting	Hays	Jan. 17
LSEC Board Meeting	Dighton	Jan 27
KEC Winter Conference	Topeka	Feb 2-4

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5	Attorneys Report	Joe	none		
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**MINUTES OF THE REGULAR NOVEMBER 2024
MEETING OF THE BOARD OF TRUSTEES
OF THE LANE-SCOTT ELECTRIC COOPERATIVE, INC.**

CALL TO ORDER

A regular meeting of the Board of Trustees of the Lane-Scott Electric Cooperative, Inc., was held on Monday, November 25, 2024, in the offices of the cooperative at 410 South High Street, Dighton, Kansas. President Richard Jennison called the meeting to order at 7:02 p.m. In addition to President Richard Jennison, the other trustees in attendance were: Rad Roehl, Gerome Copeland, Susan Nuss, Chad Griffith, James Jordan and Craig Ramsey. Also present Richard McLeon IV, Diana Kuhlman and Joseph Gasper, Attorney. Randy Evans attended the meeting electronically. Eric Dolll was absent.

MINUTES OF PRIOR MEETING

President Jennison called for action on the minutes of the prior meeting held on October 28, 2024, 2024. *Hearing no corrections to the minutes, President Jennison declared the minutes stand approved as printed.*

CASH DISBURSEMENTS

President Jennison called for questions regarding the check list for the month.

There were no questions on the checks.

PRESIDENT'S REPORT

President Jennison had no current items to report.

ATTORNEY'S REPORT

Attorney Gasper gave an update on the Salmans fire litigation. The judge handling the matter is retiring in January and it is expected that after the appointment of the new judge that a scheduling conference will be held after the first of the year.

REPORT OF SUNFLOWER DELEGATE

A copy of the Sunflower report was included in the board packet and emailed to the trustees.

- There were no additions to the Sunflower Report

KEC REPORT

A copy of the summary report of the KEC Meeting was included in the board packet.

- Trustee Ramsey reported there was no assessment for November as income had exceeded expenses.

MANAGER'S REPORT

Manager McLeon commented on the following matters:

- The credit card statements were presented to the Trustees for review.
- Energy kWh Sales are consistent with the 5-year average while total dollar sales are slightly below. This is driven by lower wholesale power costs (about 60% of the billings) which have outpaced LSEC rate increases and driven total sales dollars down.
- The important financial number is the distribution revenue (total revenue less WPC) which is \$727,306 above the five-year average. All financial metrics are met. LSEC is on track for a good financial year.
- The January blizzard continues to impact YTD reliability numbers, but SAIFI (Average number of interruptions per customer) is 0.99 which is well below the 2020-2023 average of 1.52. The reliability numbers look good.
- YTD kWh sales are below 2023 (-2.0%) but are 0.45% ahead of the 2019-2024 average.
- YTD dollar sales remain below 2023 (-4.48%) and 1.74% below the 2019-2024 average.
- YTD cost of wholesale power is 1.13% above 2023 and 12.66% below the 5-year average.
- October Distribution Revenue is \$999,162 (\$7,322,124 YTD).
- YTD Distribution Revenue is 13.88% above 2023 and 9.93% above the 5-year average.
- Scott Luecal recommended organizing the board agenda into three sections. The board discussed the recommendation and took no action on the recommendation.
- Scott also recommended discussing updating the mission and vision statements. The board discussed the mission and vision statements and took no action.

- The board discussed the GM/CEO expenditures and time off requests. Manager McLeon discussed the current process. The board asked the attorney to draft a policy regarding the approval of the GM/CEO expenditures and time off requests.
- The board discussed the topic of board evaluations and will discuss the matter again in the future.
- Financial strength remains very good, and operating metric standards are met.
- TIER – 2.54, OPTIER – 1.74
- DSC – 1.53, ODSC – 1.39, MDSC-1.50
- Equity as a % of Assets – 41.77%
- Equity as a % of Capitalization – 44.35%
- Cash Balance - \$7,473,979
- General Funds Level – 11.90%
- Construction is beginning to slow but WestKan, Oneok, and Conine are progressing. The focus has shifted on maintenance projects in preparation for winter.
- Pole Testing has shown about a 4% rejection rate.
- IT has resolved the server time zone syncing, Microsoft licensing updates and testing and NCS cybersecurity integration and updates.
- Communications conducted the Member Monday giveaway, attended the Ness City Career Day, completed the finalized bill print and will begin promoting the youth tour and leadership camps.
- HR conducted the open enrollment, CDL hearing tests and medical certification and flu shots.
- Special projects has the capital credit project as 85% complete.
- Total Non-operating margins YTD rose to \$44,733.25.
- Line Material Inventory levels (\$522,859) are looking great at 0.921 inventory turns per year. Retail materials (\$166,701) look good at 0.708 inventory turns.
- Four more generator quotes were prepared, and two warranty jobs were completed.

RECEIPT OF MANAGER’S REPORT

The board received the Manager’s report as indicated herein, and there were no follow-up questions.

SAFETY REPORT

A safety report was included in the board packet.

OLD BUSINESS

There was no old business before the board.

NEW BUSINESS

1. 2025-2034 Financial Forecast and 2025 Financial, Donation and Capital Budget

Manager McLeon presented the 2025-2034 Financial Forecast and 2025 Financial, Donation and Capital Budgets.

- The Budget was prepared using data from the Load Forecast Study, Wage and Benefit Plan, and Sunflower Wholesale Power Cost projections. It assumes that the Cooperative will continue operating in generally the same manner as in previous years. The budget supports the Boards' Strategic Plan, is conservative, and focuses on the safety, succession planning, operations and maintenance, and information technology.
- A rate adjustment is not anticipated in 2025 but a cost-of-service study may be necessary in 2026.
- Inflation, Staffing and Wholesale Power Costs are the main challenges.
- The Financial Forecast is based on historical costs through 2023, and projected costs for 2024 through 2034.
- The Cooperative completed its annual Load Forecast Study in September 2024 which projected an overall increase in KWH sales of 2.24%. Revenue is indexed to a 3.0% inflation rate providing growth in distribution income. Because of market instability, annual wholesale power costs are projected to increase by an average of about 2-3%. Also, new pumping loads are not included in the forecast.
- The first year of the financial forecast is the 2025 budget summarized as Distribution revenue of \$8,330,243; Operating Margins of \$224,992; Patronage Margins of \$1,472,672; and a Balance Sheet of \$62,612,539.
- The capital budget is \$1,539,026 of which about half is a carry forward from previous years. These expenditures are subject to the Manager approval based on the financial conditions.
- The Donation budget is \$6,065.
- The cash is expected to be reduced to \$6,990,132 which is above the general fund's minimum of \$3,216,229.
- The 2025-2034 financial forecast assumptions were reviewed.
- Donations are primarily spread between Lanes, Scott, Ness, Finney, and Hodgeman counties on a load ratio share type equation. Donors are selected based on prior donations, Member and Trustee requests, and compatibility with the image and goals of the Cooperative along with community needs.

- Capital budget items are conditional expenditures based on cash flow and availability. The Cooperative is not currently operating under a Construction Work Plan so all proposed construction items are included in the Capital Budget. All capital expenditures have to be approved by the GM / CEO prior to being ordered.
- The Trustee Budget is based upon previous years expenditures as recorded on the year end, audited Form 7.
- The Training Budget items are conditional expenditures based on cash flow and availability. All training expenditures must be approved by the GM / CEO prior to being scheduled.
- *A motion to approve the 2025-2034 Financial Forecast, the 2025 Capital Budget, 2025 Financial Budget and 2025 Donation Budget as presented to the board was made, duly seconded, and carried.*

2. Special Estates Retirement

- *A motion to approve the retirement of Special Estates Capital Credits in the amount of \$57,464.57 as presented in the board packet was made, duly seconded, and carried.*

3. Christmas Bonus

- The General Manager requested the Christmas Bonus be paid in the amount of \$200 for full time employees and \$75 for part time employees, not including the General Manager. The reduction recommendation is due to the generous compensation package.
- The board discussed the proposed recommendation.
- *A motion to approve a Christmas Bonus in the amount of \$250 per full time employee, including the General Manager and \$75 per part time employee was made, duly seconded, and carried.*

ADJOURNMENT

A motion to adjourn the meeting was made, seconded, and carried at 9:01 p.m., on Monday, November 25, 2024.

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Accounts Payable Check Register

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11/08/2024 To 12/09/2024

Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
3407 11/08/2024	WIRE	265	HASLER - POSTAGE ACH	Postage	250.00
3404 11/12/2024	WIRE	18	CITY OF DIGHTON	Monthly Invoice	1,795.73
3405 11/12/2024	WIRE	124	GOLDEN BELT TELEPHONE	Monthly Invoice	408.59
3406 11/13/2024	WIRE	1160	S&T TELEPHONE COOP ASSN.	Monthly Invoice	871.62
52110 11/15/2024	CHK	1	DCF-LIEAP	Kathleen Goytia. Acct# 70452001	706.31
52111 11/15/2024	CHK	1	NESS CITY FIRE DEPT #1	Fireman's Ball Donation	100.00
52112 11/15/2024	CHK	1	ST THERESA CATHOLIC CHURCH	11/11-Direct Mtg, 11/18-Bruce Tulgan	500.00
52113 11/15/2024	CHK	1	THE RUSH COUNTY NEWS	Advertising	184.00
52114 11/15/2024	CHK	25	LANE-SCOTT ELECTRIC COOPERATIVE	Payroll Transfer	59,500.00
52115 11/15/2024	CHK	45	BUMPER TO BUMPER OF DIGHTON	Monthly Invoice	659.40
52116 11/15/2024	CHK	117	NESS CITY FARM & FEED	Monthly Invoice	52.43
52117 11/15/2024	CHK	172	TYNDALE COMPANY, INC.	L.Ayers-Clothing Allowance	1,276.30
52118 11/15/2024	CHK	222	TOUCHSTONE ENERGY COOPERATIVE	Membership Dues-Year 2025	5,539.00
52119 11/15/2024	CHK	279	IT1 CONSULTING	Trustees-Eric D & Chad G iPad	782.48
52120 11/15/2024	CHK	361	ANN M JENNINGS	Safety Demonstration Food, Sam club chip	40.00
52121 11/15/2024	CHK	366	DIANA KUHLMAN	Directors Mtg & Safety Demo	81.00
52122 11/15/2024	CHK	387	WESTERN FUEL & SUPPLY	Monthly Invoice	519.02
52123 11/15/2024	CHK	395	DOLLAR GENERAL - REGIONS 410526	Monthly Invoice	30.85
52124 11/15/2024	CHK	427	DIGHTON HERALD LLC	Advertising	185.00
52125 11/15/2024	CHK	474	NKC TIRE	Truck #150	1,034.10
52126 11/15/2024	CHK	484	FLATLANDS GARAGE LLC	Truck #150 & 112	245.30
52127 11/15/2024	CHK	498	BLAKE MCVICKER	Clothing Allowance	983.47
52128 11/15/2024	CHK	576	NESS COUNTY REGISTER OF DEEDS	Easement Filing	840.00
52129 11/15/2024	CHK	595	JMS ADVISORY GROUP	Unclaimed CC escheatment	3,588.50
52130 11/15/2024	CHK	803	ALTEC INDUSTRIES, INC	Truck #191	2,143.20
52131 11/15/2024	CHK	903	NISC	Monthly Invoice	15,460.19

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Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
52132 11/15/2024	CHK	1030	THE SCOTT COUNTY RECORD	Monthly Invoice	109.00
52133 11/15/2024	CHK	1225	CINTAS CORPORATION	Monthly Invoice-Dighton	129.53
52134 11/15/2024	CHK	1248	COMPLIANCE ONE	Drug & Alcohol Testing	361.90
52135 11/15/2024	CHK	1303	LANE COUNTY IMPLEMENT, INC	Truck #150	412.30
52136 11/15/2024	CHK	9999	ALEXANDRA MILLER	INACTIVE REFUND	148.60
52137 11/15/2024	CHK	9999	ALEX RODRIGUEZ	INACTIVE REFUND	115.08
3408 11/20/2024	WIRE	1229	SCHABEN SANITATION	Monthly Invoice	689.17
3412 11/21/2024	WIRE	1239	CULLIGAN OF DODGE CITY	Monthly Invoice	133.46
3409 11/25/2024	WIRE	101	ATMOS ENERGY	Monthly Invoice	98.52
3410 11/25/2024	WIRE	264	KS DEPT OF REVENUE - USE TAX	Use Tax	15,084.98
3411 11/25/2024	WIRE	263	KS DEPT OF REVENUE - SALES TAX	Sales Tax	26,481.87
52138 11/27/2024	CHK	1	KANSAS TURNPIKE AUTHORITY	#201 Toll Statement	5.80
52139 11/27/2024	CHK	1	NESS CITY ROTARY CLUB	October Meals & Dues	116.00
52140 11/27/2024	CHK	5	NIKKI CURRIE	Check Rewrite	7.58
52141 11/27/2024	CHK	20	BASIN ELECTRIC POWER COOP	Monthly Invoice-Oct	2,118.90
52142 11/27/2024	CHK	25	LANE-SCOTT ELECTRIC COOPERATIVE,	Payroll Transfer	54,000.00
52143 11/27/2024	CHK	63	RICHARD JENNISON	Nov-Board Meeting & Training	734.84
52144 11/27/2024	CHK	79	POSTMASTER	Newsletter Postage	132.98
52145 11/27/2024	CHK	103	S&T COMMUNICATIONS LLC	Advertising-White & yellow pages	409.55
52146 11/27/2024	CHK	105	CITY OF NESS CITY	October-Pay Station & Postage	5,734.49
52147 11/27/2024	CHK	107	CINTAS CORPORATION #449	Monthly Invoice-Dighton	92.54
52148 11/27/2024	CHK	126	CARRIE BORELL	Clothing Allowance	250.00
52149 11/27/2024	CHK	135	CITY OF BAZINE	Franchise Fee	1,761.29
52150 11/27/2024	CHK	146	REBECCA CAMPBELL	Clothing allowance	39.77
52151 11/27/2024	CHK	179	RAD ROEHL	Nov-Board Meeting	362.06
52152 11/27/2024	CHK	202	CHAD GRIFFITH	Nov-Board meeting & training	800.50

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Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
52153 11/27/2024	CHK	209	LUECAL CONSULTING	Governance Training Session	4,258.34
52154 11/27/2024	CHK	220	LANDIS+GYR TECHNOLOGY, INC	SAAS Monthly Fees	1,195.00
52155 11/27/2024	CHK	361	ANN M JENNINGS	Clothing allowance	177.37
52156 11/27/2024	CHK	366	DIANA KUHLMAN	Mileage-Bruce Tulgan (Sun & Mon)	197.65
52157 11/27/2024	CHK	380	GRAINGER	Monthly Invoice	171.50
52158 11/27/2024	CHK	381	CULVER COMPANY LLC	Electric Safety Education Material	308.31
52159 11/27/2024	CHK	420	BERRY TRACTOR & EQUIPMENT CO	Truck #512	678.63
52160 11/27/2024	CHK	450	RANDALL G EVANS	Board,Online & Sunflower Training	1,050.67
52161 11/27/2024	CHK	537	CONSTELLATION NEWENERGY-GAS DI	Monthly Invoice	11.27
52162 11/27/2024	CHK	539	HRDL, INC.	Cloud based safety software subscription	2,507.40
52163 11/27/2024	CHK	568	SUSAN NUSS	Nov-Board Meeting & Training	852.76
52164 11/27/2024	CHK	570	JAMES W JORDAN	Nov-Board Meeting & Training	788.44
52165 11/27/2024	CHK	582	IKWCH	Advertisement	500.00
52166 11/27/2024	CHK	588	GEROME L COPELAND	Nov-Board meeting & training	796.48
52167 11/27/2024	CHK	589	CINDY FUENTES	Clothing Allowance	195.76
52168 11/27/2024	CHK	596	WABASH WELDING COMPANY, LLC	Ness City 115	132.76
52169 11/27/2024	CHK	803	ALTEC INDUSTRIES, INC	Truck #112	3,281.37
52170 11/27/2024	CHK	1225	CINTAS CORPORATION	Monthly Invoice-Ness City	137.75
52171 11/27/2024	CHK	1244	PROTECTIVE EQUIPMENT TESTING	Monthly Invoice & Rubber Glove testing	643.67
52172 11/27/2024	CHK	1300	CRAIG RAMSEY	Nov-Board Meeting & Training	767.00
3414 11/29/2024	WIRE	183	HIBU INC	Monthly Invoice	17.00
3422 12/02/2024	WIRE	1290	WEX BANK	Monthly Invoice	1,606.68
3415 12/03/2024	WIRE	44	NEX-TECH WIRELESS, LLC	Monthly Invoice	930.35
3416 12/03/2024	WIRE	530	SNAP-ON CREDIT LLC	Monthly Invoice	46.75
3417 12/03/2024	WIRE	1187	MIDWEST ENERGY	Monthly Invoice	61.01
3418 12/03/2024	WIRE	586	NETWORK COMPUTING SOLUTIONS	Cyber Security Software	4,079.60

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Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
52173 12/03/2024	CHK	1	USD 303 NESS CITY	1/2 Page yearbook advertisement	200.00
52174 12/03/2024	CHK	37	JETMORE REPUBLICAN	Thanksgiving & Care Pkg	120.00
52175 12/03/2024	CHK	40	KANSAS ELECTRIC COOPERATIVES	KCL Subscriptions	2,619.36
52176 12/03/2024	CHK	55	NESS COUNTY NEWS	Advertising	241.60
52177 12/03/2024	CHK	73	STANION WHOLESALE ELEC CO INC	HPAG	37,248.56
52178 12/03/2024	CHK	107	CINTAS CORPORATION #449	Monthly Invoice-Dighton	498.18
52179 12/03/2024	CHK	155	KEVIN BRADSTREET	Eaten Cooper Reg School	582.12
52180 12/03/2024	CHK	160	SHULL OIL COMPANY	Monthly Invoice	5,522.49
52181 12/03/2024	CHK	172	TYNDALE COMPANY, INC.	K.Bradstreet-Clothing Allowance	265.17
52182 12/03/2024	CHK	182	G.E.M.S. INC	Monthly Invoice	1,205.04
52183 12/03/2024	CHK	187	S&W SUPPLY DIVISION	Monthly Invoice	54.82
52184 12/03/2024	CHK	279	IT1 CONSULTING	Acrobat Licensing & Creative cloud	3,284.11
52185 12/03/2024	CHK	306	BORDER STATES INDUSTRIES INC	LINE MATERIAL	8,296.19
52186 12/03/2024	CHK	361	ANN M JENNINGS	P/U items for Military pkg-milage	45.56
52187 12/03/2024	CHK	442	QUADIENT INC.	Postage Machine	499.92
52188 12/03/2024	CHK	450	RANDALL G EVANS	Board meeting-Online Training	350.00
52189 12/03/2024	CHK	520	CENTURY BUSINESS TECHNOLOGIES, I	Contract on Copiers	299.17
52190 12/03/2024	CHK	528	DAVID N HESKETT DC LLC	DOT Physical	840.00
52191 12/03/2024	CHK	559	RAINMAKER THINKING, INC.	Reimburse Expenses Rainmaker Training	2,160.28
52192 12/03/2024	CHK	577	JAY HAWKINSON	Annual Inspections	2,886.10
52193 12/03/2024	CHK	1016	KANSAS ONE-CALL SYSTEM INC	November-Locate Fees	39.60
52194 12/03/2024	CHK	1200	KASEY JENKINSON	Eaton Cooper Reg School	582.12
52195 12/03/2024	CHK	1244	PROTECTIVE EQUIPMENT TESTING	Level 1 Truck Testing	3,575.00
52196 12/03/2024	CHK	1251	TECHLINE, LTD	LINE MATERIAL	1,417.17
52197 12/03/2024	CHK	1303	LANE COUNTY IMPLEMENT, INC	Buick #105	244.13
3419 12/05/2024	WIRE	1224	NRECA RETIREMENT & SECURITY	NRECA RS-Group Ins	58,742.98

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Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
3420 12/05/2024	WIRE	62	NRECA GROUP BENEFITS TRUST	NRECA Gr 1-Dec Group Ins	2,734.27
3421 12/05/2024	WIRE	180	NRECA	NRECA Gr 1 Adm Fee-Dec Gr Ins Adm fee	237.73
3424 12/06/2024	WIRE	468	U.S. BANK	Monthly Statement	11,106.27
3423 12/09/2024	WIRE	1267	AFLAC	Monthly Invoice	1,514.13
52198 12/09/2024	CHK	1	FIRST NATIONAL BANK	CHRISTMAS BONUS	7,825.00
52199 12/09/2024	CHK	1	NESS CITY CHAMBER	Liz and Wanda Christmas	100.00
52200 12/09/2024	CHK	24	FINNEY COUNTY TREASURER	1st Half Property Tax	25,089.68
52201 12/09/2024	CHK	28	GOVE COUNTY TREASURER	1st Half Property Tax	5,369.47
52202 12/09/2024	CHK	33	HODGEMAN COUNTY TREASURER	1st Half Property Tax	16,536.86
52203 12/09/2024	CHK	45	BUMPER TO BUMPER OF DIGHTON	Monthly Invoice	180.20
52204 12/09/2024	CHK	46	LANE COUNTY TREASURER	1st Half Property Tax	131,345.41
52205 12/09/2024	CHK	50	LOGAN COUNTY TREASURER	1st Half Property Tax	498.68
52206 12/09/2024	CHK	56	NESS COUNTY TREASURER	1st Half Property Tax	111,764.88
52207 12/09/2024	CHK	68	SCOTT COUNTY TREASURER	1st Half Property Tax	35,057.05
52208 12/09/2024	CHK	107	CINTAS CORPORATION #449	Monthly Invoice-Dighton	92.54
52209 12/09/2024	CHK	129	NORTHWEST FIRE EXTINGUISHERS	Yearly Maintenance & Recharges	1,267.82
52210 12/09/2024	CHK	167	RUSH COUNTY TREASURER	1st Half Property Tax	14,866.43
52211 12/09/2024	CHK	172	TYNDALE COMPANY, INC.	N.Burns-Clothing allowance	1,714.61
52212 12/09/2024	CHK	238	ILLINOIS MUTUAL	Monthly Statement-Emp Ins	54.24
52213 12/09/2024	CHK	269	ANIXTER INC	LINE MATERIAL	1,843.96
52214 12/09/2024	CHK	272	LEWIS AUTOMOTIVE GROUP INC	Monthly Invoice	216.17
52215 12/09/2024	CHK	361	ANN M JENNINGS	Reimburse for parade candy-Light Parade	55.04
52216 12/09/2024	CHK	380	GRAINGER	Safety Glasses, Smoke Mirror	190.15
52217 12/09/2024	CHK	494	UTILITY ASSET MANAGEMENT INC.	Pole Testing & Inspections	42,913.64
52218 12/09/2024	CHK	578	L&R LAWN CARE & SUPPLY	Monthly Invoice	67.52
52219 12/09/2024	CHK	1225	CINTAS CORPORATION	Monthly Invoice-Ness City	228.64

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11/08/2024 To 12/09/2024

Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
52220 12/09/2024	CHK	1234	JF BEAVER	Absorbing Stone Coaster	768.46
52221 12/09/2024	CHK	1243	TRI-CENTRAL OFFICE SUP-HAYS	Office Supply	97.64
52222 12/09/2024	CHK	1303	LANE COUNTY IMPLEMENT, INC	Truck #112	412.30

Total Payments for Bank Account - 2 : (133) 779,469.18

Total Voids for Bank Account - 2 : (0) 0.00

Total for Bank Account - 2 : (133) 779,469.18

Grand Total for Payments : (133) 779,469.18

Grand Total for Voids : (0) 0.00

Grand Total : (133) 779,469.18



Board Meeting Summary

November 13, 2024

CURRENT ACTIVITIES

December 2024 Board Meeting

The December 2024 Board meeting will be held at the Intercontinental Hotel in Kansas City, Mo., December 12-13. Day one will be an education session featuring Andrew Hall from ACES and a speaker from Burns and McDonnell. The annual Christmas dinner will follow with the business meeting on Friday.

PRESIDENT'S REPORT

Generation, Power Supply, and Market Affairs

Data Center Load

Sunflower and our Members have several opportunities to serve large data center loads. Staff are working on multiple strategies to meet the transmission and generation capacity requirements for these loads in a way that minimizes risk to us, and we will continue to develop those strategies. Andrew Hall, who is leading the ACES data center task force, is scheduled to speak at the December 12 Board meeting. An update on the Sunflower-specific strategies will be a part of that discussion.

Clifton Repair/Replace Update

Staff reviewed the status of estimating activities and the rate impacts of the Clifton turbine replacement schedule. Also discussed were the overall resource retirement schedule, preliminary results of latest resource planning model runs, other capacity options, SPP Effective Load Carrying Capability (ELCC) accreditation uncertainty, and resource diversity.

Sunflower staff expect to receive the Frank Lil and Sons Class III cost estimate for T350 installation on or about November 22. Burns and McDonnell and Black and Veatch are continuing to work on RICE and SGT800 cost estimates. Staff will continue working with ACES to update resource planning modeling, including the cost impact of forcing natural gas replacement at Clifton.

Community Solar Program Pricing

The current price per share in the Community Solar Program is \$5, which is equal to \$0.04/kWh. Due to low market pricing in 2024, Community Solar subscribers have not seen much benefit to the program. Margins from the Community Solar Program go toward offsetting the Power Purchase Agreement costs for Johnson Corner Solar.

Board Action: The Sunflower Board voted and approved the Community Solar tariff revision, decreasing the cost per share to \$4.

Transmission Planning and Policy

HITT C1 – Sub-Regional Pricing Zones

The Southwest Power Pool (SPP) C1 Sub-Regional Pricing Zones initiative creates larger transmission cost distribution zones for Byway facilities (100-300 kV). Currently, 1/3 of Byway costs are assigned to the SPP region (Sunflower 2.2%) and 2/3 to the local zone (Sunflower 70%). The 1/3 and 2/3 splits are still applicable with the new, larger pricing zones, but the cost allocation will now be 33% to the SPP region (Sunflower 2.2%) and 67% to the subregion zone (Sunflower is approximately 7.5% of the central subregion). This only applies to future Notices to Construct (NTCs). Sunflower falls into the central subregion with CUS, Empire, Evergy, KCBPU, and Midwest Energy. The five sub-regional pricing zones were

approved by the regional state committee (RSC) and the SPP board in late October. It is expected to be filed with FERC in early 2025 and could be effective as early as 60 days from date of filing.

2024 Integrated Transmission Planning (ITP) Assessment Results

The 2024 ITP portfolio—costing more than \$7.6 billion and aimed at optimizing reliability, resiliency, and economics to bring substantial benefits to the region. Rapid load growth, extreme winter weather analysis, and new persistent operational needs criteria led to the 2024 ITP Needs list increasing 4x compared to the 2023 ITP. This is the single largest portfolio SPP ever produced in its 20-year history. The plan includes 2,333 miles of new transmission and 495 miles of transmission rebuilds.

The ITP portfolio is estimated to impact the average Local Marginal Cost (LMP). LMP has three components, the cost of energy, congestion, and losses. The LMPs of zones with higher LMPs are converging closer to the zones with lower LMPs. By reducing costs (LMP), the projects will create savings of \$10.55 to \$11.47 on the average retail residential monthly bill.

SPP is planning to funnel a handful of projects through the Department of Energy (DOE) GRIP program. If all projects are awarded, the estimated DOE funding will be \$800–\$900 million (50% of the total, minus forecasted administrative costs).

Holcomb to Sidney 345 kV NTC

Specific to the Sunflower service area, the Holcomb-to-Sidney, Neb., project is expected to reduce load shed by an additional 175 MW relative to the full 2024 ITP portfolio. SPP is expected to issue Sunflower an NTC for the \$850 million project in late January 2025. The project is expected to take about 4 to 5 years, and the cost will be socialized across SPP. Sunflower pays approximately 2% of the total cost but has an opportunity to earn approximately 8.3% on investment.

Sunflower will be required to respond and accept the NTC (cost estimate and construction) within 90 days and will need to coordinate with Tri-State on where to split the NTC. For the portion owned by Sunflower, we will need to determine the percentage on which to partner with ITC if we decide to do so.

Holcomb to Mingo 345 kV Line Possible Steel Core Corrosion

Between September 2010 and June 2012, NPPD found six steel core failures on conductors that had been in service for 30 to 40 years; another failure occurred in April 2015. All instances involved a 954-kcmil aluminum conductor steel reinforced self-damping (ACSR/SD) Type 7 conductor. All failures occurred in spans where either a splice or a dead end was present and only the steel core was broken. Staff are looking into potential options.

Engie Buckner Substation Interconnection

Engie is in the process of developing a 1,002 MW wind energy project northeast of Cimarron. Connection to their preferred Point of Interconnection (POI) violates Sunflower's internal policy because it is less than 25-miles from an existing POI. The lead line reroute is very expensive, and SPP refused to move the POI to the existing Buckner Substation. Sunflower is considering allowing a waiver to the 25-mile radius by entering into a special contract with Engie. This contract would account for future operation and maintenance costs by invoicing O&M costs for the next 20 years with a 9% mark up. To address the system protection/fast tripping, Engie would fully pay for a fiber connection.

Technology Services

Reduction in Cost for Cimarron River Station Boiler Modernization Project

The process boiler at Cimarron River Station is a core component for Sunflower's industrial revenue-generating customers, and a modernization project was essential to maintain safe and efficient operation of the equipment. The facility's Foxboro 761 controllers and relay controls were upgraded to the Ovation Distributed Control System (DCS).

Originally, Burns & McDonnell's engineering plans incorporated a temporary boiler with electrical and mechanical tie-ins completed by multiple contractors. It was quickly discovered a much larger temporary boiler unit was needed, which was not a viable option due to the significantly higher incremental cost and much tighter market availability. After collaborating with internal resources, vendor partners, and customers, Sunflower eliminated the temporary boiler rental unit and extended the length of the outage from four to 13 days.

Sunflower instigated a tactical approach to hold vendor partners financially accountable which entailed building and executing a respectful, but honest and direct communication plan with vendor partners and negotiating significant program cost reductions. Sunflower staff recommend crediting the 20.7171% savings back to program participants.

Board Action: The Sunflower Board voted and approved credits to Air Products, Inc. and to Phillips66.

Holcomb Rotary Dumper and Car Positioner System Modernization

The train coal car dumper and positioner modernization project involved migrating the Allen Bradley Programmable Logic Controller (PLC) 500 and relay controls to the Ovation DCS. This was a two-year project, and work was completed during the spring 2024 Holcomb outage. The decision to initiate the project stemmed from the obsolescence of the Allen Bradley module used for positioning the train coal car rotary dumper and positioner. Modernization was essential to maintain safe, reliable, and efficient operation of the equipment.

Financial Services

Patronage Retirement – January 2025

The Sunflower Board previously approved guidelines for patronage retirements through January 2027. The guideline structure, subject to annual Board approval and sufficient financial metrics as determined by the Board, is for \$12 million. As in prior years, actual approval will take place by unanimous written consent in December 2024 for payout in early January 2025. Staff will present final numbers at the December Board meeting (no changes expected). Written unanimous consent will be circulated after the December Board meeting for approval in January 2025. Staff anticipate making the cash patronage retirement on January 10, 2025.

Bylaw Amendment

Today, historical contributed capital cannot be distributed for 20 years, or at liquidation, without a bylaw amendment. Sunflower staff presented a bylaw amendment to allow contributed capital to be eligible for distribution.

Board Action: The Sunflower Board voted and approved the bylaw amendment allowing contributed capital to be eligible for distribution.

System Backbone Project

The Sunflower Board approved the non-zonal transmission rider in 2020 to recover costs for member transmission projects not included in the transmission formula rate (TFR) and not directly assigned. A portion of the Santa Fe-to-Twin Springs Project has been recovered through the non-zonal rider since 2020. Beginning in 2023, FERC approved Sunflower uplifting the Charleston-to-Santa Fe and Santa Fe Substation projects into the TFR, which allowed Sunflower to remove them from the non-zonal rider. Approximately \$6.7M of project costs are being recovered through Sunflower's non-zonal rider. Each year Sunflower calculates the revenue requirement for these projects and seeks Board approval prior to recovery. Staff requested Board approval for the recovery of \$990,025 through its non-zonal rider in 2025.

Board Action: The Sunflower Board voted and approved the proposed system backbone revenue requirement and continue using the non-zonal transmission rider for the recovery of the costs in 2025.

Mission and Vision Statement Refresh

In July, the Board suggested revised mission and vision statements during brand strategy discussion. The Board asked staff to initiate a discussion with employees to get their input on what the statements should include. Staff facilitated several teams of employees to evaluate options and solicit input across the company.

The recommended statements read:

Purpose: To make lives better in rural Kansas

Mission: To build a stronger, brighter future by providing member-driven worldclass service

Vision: Empowering Employees, Powering Members

Board Action: The Sunflower Board voted and approved the revised purpose, mission, and vision statements.

Q12 Survey Results

Sunflower conducted a Gallup Q12 employee survey in September. Compared to the last survey in October 2023, employee engagement increased by .30 points (on a 5-point scale). In addition, Sunflower achieved 81% participation this year, increasing significantly from last year's participation level by 12%. Globally, only 23% of employees are engaged, 30% of U.S. employees, and Sunflower's employee engagement is much higher at 54%.

Legal

City of Dighton Wholesale Power Contract

Board Action: The Sunflower Board voted and approved to submit the power supply contract application between Lane-Scott Electric Cooperative, Inc. and City of Dighton the Kansas Corporation Commission for approval.

Technical Conference on Transmission Siting

On November 1, the KCC and associated parties held a technical conference to discuss comments on transmission line siting. KCC staff proposed a short list of general routing principles, weighted criteria included in the routing principles, and proposed that utilities submit protocols for agricultural impact mitigation, landowners, and the oil and gas industry.

Russell Solar

Sunflower has a number of issues with the contractor for the Russell Solar Project. Staff have communicated those issues to the contractor, including formal notices of breach and notices of defect, and plan to issue additional notices for new issues. Sunflower staff are negotiating issues with DEPCOM and hope to reach a reasonable solution.

OTHER BUSINESS

Voting Delegates/Alternates

Western Fuels Association (WFA) Director and Alternate Director

Board Action: The Sunflower Board voted and approved Erica Schmidt and Steve Epperson to represent Sunflower as the Western Fuels Association director and alternate director, respectively.

KANSAS ELECTRIC COOPERATIVES REPORT

Election Discussion

Kansas Legislature

Lee Tafanelli reviewed the results of the recent election. At the state level, both the House and Senate gained Republicans. He predicts the Legislature will focus on a property tax reduction and flat tax. He does not anticipate a change in leadership on the energy committees, but they will gain new members. The energy committees are likely to focus on landowner transparency and eminent domain in transmission siting. Consumer protection related to solar will also likely be a focal point. The business energy group will consider opening the parallel generation statute.

U.S. Legislature

Election results from some states are not in yet, but Republicans are likely to have a majority in the House and Senate. From an industry perspective, some regulatory challenges are likely to be reversed or addressed legislatively or judicially. Via *Kansas Country Living* magazine articles, KEC has focused on educating consumers on energy policy, regulatory constraints, and electric reliability and affordability concerns. KEC staff plan to continue that educational messaging in the magazine. KEC is asking cooperatives to encourage their members to sign up for Voices for Cooperative Power.

Sunflower Electric Power Corp. - November 2024, Member Billing Summary								
WHM - MEMBER REVENUE	Lane-Scott	Pioneer	Southern Pioneer	Prairie Land	Victory	Western	Wheatland	Total
Demand Coincident Peak, kW	21,266	108,756	89,723	75,898	103,997	44,734	96,517	540,891
Demand NCP, kW	21,568	103,383	96,955	81,426	113,968	45,845	97,768	560,913
Wholesale Energy Usage, kWh	12,987,161	75,384,584	59,409,830	45,475,713	64,901,048	28,707,201	56,611,169	343,476,706
RTP Marginal Usage, kWh			1,654		(62,665)			(61,011)
Coincident Peak Load Ratio Share, %	3.90%	20.10%	16.60%	14.00%	19.20%	8.30%	17.80%	100.00%
Coincident Load Factor, %	84.80%	96.30%	92.00%	83.20%	86.70%	89.10%	81.50%	88.20%
Metering Points	10	26	25	28	23	25	34	171
CP Demand Rate, \$/kW	6.97	7.37	6.97	6.97	6.97	6.97	6.97	7.03
NCP Demand Rate, \$/kW	3.07	3.07	3.07	3.07	3.07	3.07	3.07	3.07
CP Demand Charge, \$	148,224.02	801,733.82	625,369.31	529,009.06	724,859.09	311,795.98	672,723.49	3,813,714.77
NCP Demand Charge, \$	66,213.76	317,385.81	297,651.85	249,977.82	349,881.76	140,744.15	300,147.76	1,722,002.91
Demand Charge, \$	214,437.78	1,119,119.63	923,021.16	778,986.88	1,074,740.85	452,540.13	972,871.25	5,535,717.68
Energy Rate, ¢/kWh	0.6943	0.6902	0.6943	0.6943	0.6943	0.6943	0.6943	0.6934
Energy Charge, \$	90,169.86	520,288.32	412,482.45	315,737.88	450,607.98	199,314.10	393,051.35	2,381,651.94
RTP Marginal Usage Charge, \$			64.23		(2,492.62)			(2,428.39)
HLF Rider Net Charge, \$	6,690.56	6,136.87	(57,522.03)	23,427.60	(9,480.00)	14,789.01	15,957.97	-
EDR Rider Net Charge, \$	3,207.90	5,689.28	14,674.54	(47,785.84)	3,140.01	7,090.84	13,983.27	-
ECA Rate (ECA-02), ¢/kWh	0.7640	0.7640	0.7640	0.7640	0.7640	0.7640	0.7640	0.7640
ECA Charge, \$	99,221.91	575,938.22	453,891.10	347,434.45	495,844.01	219,323.02	432,509.33	2,624,162.03
Meter Rate, \$/Meter	105.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00
Meter Charge, \$	1,050.00	2,730.00	2,625.00	2,940.00	2,415.00	2,625.00	3,570.00	17,955.00
Schedule 1	2,508.78	13,259.32	12,100.66	8,881.42	12,842.40	5,496.85	14,187.58	69,277.01
Schedule 11 Regional	28,297.55	149,557.62	136,488.42	100,177.35	144,854.90	62,001.25	160,027.74	781,404.83
Schedule 11 Zonal	31,454.56	166,242.98	151,715.70	111,353.60	161,015.59	68,918.40	177,881.17	868,582.00
Schedule 12	1,697.68	8,972.54	8,188.47	6,010.03	8,690.41	3,719.70	9,600.69	46,879.52
Schedule 1a	4,851.81	25,642.68	23,401.88	17,176.10	24,836.37	10,630.54	27,437.86	133,977.24
Schedule 9 SEPC	85,262.89	450,629.62	411,251.02	301,842.71	436,459.92	186,814.95	482,176.95	2,354,438.06
Msc. Transmission	581.41	3,072.71	2,804.18	2,001.76	2,976.13	1,273.78	3,287.71	15,997.68
Transmission Charge, \$	154,654.68	817,377.47	745,950.33	547,442.97	791,675.72	338,855.47	874,599.70	4,270,556.34
Billing Adjustments, \$ (LRR Rider, PGS)		(58,398.13)		20,799.25	10,666.08		-	(26,932.80)
ECIR Credit, \$			(8,673.88)					(8,673.88)
Community Solar Adjustments, \$		472.14		125.07	76.61		1,713.46	2,387.28
Net Charges, \$ *	569,432.69	2,989,353.80	2,486,512.91	1,989,108.26	2,817,193.64	1,234,537.57	2,708,256.33	14,794,395.21
3-2-1 Credits, \$		(6,865.04)	(162.55)	(12,300.31)	(2,122.29)			(21,450.19)
Total Charges, \$	569,432.69	2,982,488.76	2,486,350.36	1,976,807.95	2,815,071.35	1,234,537.57	2,708,256.33	14,772,945.02
Average all-in ¢/kWh	4.385	3.956	4.185	4.347	4.342	4.300	4.784	4.302
Non-Member energy charges:			<div>⬇</div> <div>⬆</div> <div>➡</div> <div>⬆</div> <div>⬇</div>	Basis for Changes from Previous Month				
Non-Member energy charges:	\$	\$/kWh		<div>1. Holcomb Capacity Factor was 34.8% for the month.</div> <div>2. Smoky Hills #1 WF Capacity Factor was 39.9% for the month.</div> <div>3. Shooting Star capacity factor was 16.8% for the month.</div> <div>4. Smoky Hills #2 WFCapacity Factor was 42.5% for the month</div> <div>5. Johson Corner Solar Capacity Factor was 12.6% for the month</div>				
10 West Cities	506,448.79	0.0412						
4 East Cities	73,761.31	0.0494						
KEPCo	122,147.16							
KMEA - EMP2 (Local Access)	70,302.63							
KMEA - City of Meade - (Local Access)	8,664.01							
AP & NH other contracted services	384,004.60							
KPP - OATT, L.A.C. & MA Charges	17,103.90							
Note:			⬆ = Increase ⬇ = Decrease ➡ = Little Effect					
* Victory and So. Pioneer numbers do not include the full requirement cities.								

KEC Board Meeting Summary

Dec. 5, 2024, at the Wichita Marriott

To: KEC Trustees,
Alternate Trustees and
Member System
Managers

From: Shana Read,
Director of Education and
Training

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Upcoming KEC Meetings

KEC Winter Conference
Feb. 1-3, 2025
Cyrus Hotel, Topeka

KEC Board Meeting
March 5-6, 2025
Marriott, Wichita

KEC Board Meeting
May 7-8, 2025
Marriott, Wichita

KEC Summer Meeting
Aug. 2-4, 2025
Marriott, Overland Park

KEC Board Meeting
Oct. 1-2, 2025
Hilton Garden Inn, Salina

KEC Board Meeting
Dec. 3-4, 2025
Marriott, Wichita

In official action, the KEC Board of Trustees

1. As recommended by the Budget and Operations Committee, approved the 2025 KEC budget and assessments.
2. As recommended by the Budget and Operations Committee, approved a December KEC assessment reduction in an amount that allows for a positive year end net margin in the KEC department.
3. As recommended by the Budget and Operations Committee, declared a qualified notice of allocation of 100% of the KCL Magazine & Publishing 2024 net margin with a subsequent 100% disbursement of that patronage during the 1st quarter of 2025.
4. Elected Lee Tafanelli as the voting delegate and Bruce Meyer as the alternate to the 2025 NRECA and NRTC Annual Meetings.
5. Accepted the Nominating Committee recommendation for following slate of officers: Kirk Thompson, CMS, as President; Jim Christopher, DSO, as Vice President; John George, Rolling Hills, as Secretary; and Bruce Mueller, Wheatland, as Treasurer.

KEC Committee Meetings

On Wednesday, Dec. 4, the **Legislative and Regulatory Committee** received updates on the KCC Line Siting Docket, DG working group, Co-ops Vote, and the success of KCRE contributions. They discussed the election results, the new administration cabinet hires, and recent legislative engagement. The committee discussed strategy for the NRECA Legislative Conference in April. All cooperatives were encouraged to apply for their Co-ops Vote 5-Star status.

On Thursday, Dec. 5, the **Executive Committee** met to review general association activities, including planned activities for the upcoming 2025 Winter Conference and future training initiatives.

KEC Board Meeting

The **KEC Board of Trustees** heard reports from each of the KEC department heads, and committee reports from the Nominating, Communications, Legislative & Regulatory, and Budget and Operations committees. The Board also heard reports from Touchstone Energy, NRTC, and the NRECA Board.



Pictured from left: Lee Tafanelli, KEC; Tom Ruth, Western; Mike Morton, Bluestem; and Kirk Thompson, CMS.

Special Recognition

Two distribution co-op managers and two KEC staff members were recognized at the December Board Meeting for their upcoming retirements. **Mike Morton** from Bluestem and **Tom Ruth** from Western will both retire on January 3, 2025. KEC Board President Kirk Thompson presented them with engraved Paul Revere bowls as a token of their commitment to the electric cooperatives.

KEC Director of Loss Control, Safety, and Compliance, **Larry Detwiler**, and KEC Director of Cybersecurity, **Bill Glynn**, were also commended for their dedication to the program. Mr. Detwiler's retirement reception will be on January 10 in Topeka. Mr. Glynn will continue to work with KEC in a part-time capacity until a replacement is adequately onboarded.



Kansas Electric Cooperatives, Inc. | PO Box 4267 | Topeka, KS 66604 US

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Richard McLeon

From: Kansas Electric Cooperatives, Inc. <sread@kec.org>
Sent: Friday, November 8, 2024 10:00 AM
To: Richard McLeon
Subject: KEC Winter Conference Information and Registration



NOTE: Co-op system managers will complete the online registration form.

Important Deadlines

- Jan. 3, 2025 – Registration deadline.
- Jan. 3, 2025 – Cut-off date for Hotel Reservations. Cancellation is 48 hours prior to 4 p.m. check-in.
- Jan. 17, 2025 – Registration cancellation deadline.

KEC's winter conference will include directors' training, KEC's annual business session, Day at the Capitol activities, and a Legislative Reception. These events will be held at multiple venues in downtown Topeka.

Members will once again have the option of staying at the Cyrus Hotel or at the overflow hotel of the SpringHill Suites. Reservations will be made by the co-ops and taken on a first-come, first-serve basis.

The director training is scheduled for Feb. 1-2 at the Cyrus Hotel. On Sunday evening, KEC will host a networking social for all members from 4-6 p.m. at the Cyrus.

On Monday, Feb. 5, the morning program will be held at the Townsite Ballroom. The program includes the KCRE Annual Meeting, KEC Annual Business Session, and a legislative briefing. The afternoon program will shift to the Kansas State Capitol for legislative visits and attendance at Senate and House committee meetings. **NEW** - There will be a roundtable discussion held on the top floor of the Townsite Tower from 3:30 - 4:30 p.m.

Due to space limitations, there will not be a spouses' program. If a spouse wishes to attend the meeting, they may register or the meeting as an attendee at full price. If a spouse wishes to travel to Topeka but not attend the meeting, there are other breakfast and lunch

options close to both hotels. Spouses are welcome to attend the Sunday evening social and the Monday night event at no additional cost.

On Monday evening, KEC-member cooperatives will host their annual Legislative Reception from 5-7 p.m. at the Townsite Ballroom. Attendees can enjoy dinner, network at the sponsor showcase, and bid on silent auction items. Legislators will be invited to join in all the evening's festivities, providing opportunities for co-ops to visit with lawmakers. Please note that co-ops will only be assigned one round table during the event, but there will be plenty of places for everyone to sit.

Shuttles will be available on Monday for members wanting transportation between the hotels and meeting locations. There is no need to pre-register for transportation. The bus schedules will be posted in the program and at the hotel and meeting venues.

Below are the 2025 KEC Winter Conference schedule highlights.
More program details coming soon!

- **Saturday & Sunday**
 - Director Training (see more details below)
 - Sunday Social, 4-6 p.m.
- **Monday**
 - KCRE Meeting
 - KEC Annual Business Session
 - KEC Board of Trustees Meeting
 - Statehouse Visit
 - Roundtable Discussion
 - Legislative Reception and KCRE Silent Auction, 5-7 p.m.



Meeting Registration

Registration Fee: \$150

Registration Deadline: Jan. 3, 2025

Registration Cancellation Deadline: Jan. 17, 2025

If circumstances change and you can no longer attend the KEC Winter Conference, you may cancel your meeting registration by [emailing Carol Dorr](#) or by calling 785-228-4614. KEC's attendee cancellation policy is outlined below.

- Registrations may be refunded if KEC is notified of cancellation by Jan. 17. Cancellations received after Jan. 17 or nonattendance will not be refunded. Cancellations received after the cutoff date will be billed for the full registration amount due.
- Please remember that cancelling your registration does not automatically cancel your hotel and travel arrangements. Attendees are responsible for cancelling their own hotel reservations.

NOTE: Co-op system managers will complete the online registration form. If you need to make changes to your registration form once it has been submitted, please [refer to these instructions](#).

If you need a printable registration form to share at your board meetings, please feel free to [use this document for your internal use](#). However, we ask that co-op system managers use the online form to register your co-op's attendees.

Registration Includes:

- Meeting Attendance
- Sunday Social, 4-6 p.m.
- Monday Luncheon
- Monday Reception
- Monday Bus Transportation

Registration**Does Not Include:**

- Directors Courses
- Breakfasts
- Monday Luncheon for Spouse/Guest

Name Badge: Register all attendees, including spouses and guests names, so badges can be made in advance.

Winter Conference Registration Form

Saturday Directors Training

Saturday, Feb. 1, 2025

9 a.m. – 4 p.m. 2600 Director Duties and Liabilities

9 a.m. – 4 p.m. 909.1 Effective Governance in the Face of Crisis

Director Duties and Liabilities

NRECA Credentialed Cooperative Director (CCD) Course 2600

Instructor: Pat Mangan, NRECA

Time: 9 a.m. – 4 p.m.

Cost: \$300 (lunch provided for course attendees)

Course Description: Boards are responsible for directing the affairs of the corporation. This course discusses and explains the duties of loyalty, obedience, and due care, and the need for directors to acquire the minimum knowledge and skills necessary to fulfill their responsibilities within the cooperative context.

KEY TOPICS

- An overview of today's multi-billion dollar electric utility business.
- The concepts and values that govern cooperatively owned businesses and related types of organizations.
- Legal and regulatory concepts affecting public utilities.
- Key legal documents such as articles of incorporation and bylaws.

NEW Effective Governance in the Face of Crisis

NRECA Board Leadership Course (BLC) Course 909.1

Instructor: Lou Green, NRECA

Time: 9 a.m. – 4 p.m.

Cost: \$300 (lunch provided for course attendees)

Course Description: This course is designed to help electric cooperative directors to recognize the landscape of a public relations crisis. Participants will learn to evaluate crisis management plans, oversee communication strategies, and navigate legal compliance. Interactive exercises will bolster skills in stakeholder engagement, with a focus on developing resilience and strategic responses for long-term crisis management. This training is tailored to enhance the directors' ability to maintain cooperative integrity and member trust during challenging times.

KEY TOPICS

- Understanding the role of the board in crisis management and effective crisis communication.
- Strategies for preparing your cooperative to effectively manage

- The role of management and guidelines for maintaining an effective relationship with the CEO.

crises, enduring crisis situations, and building cooperative resilience.

- Crafting a crisis communication plan and the board's role in its oversight.
- Examine how trust, or the lack thereof, can influence the course of a crisis and the cooperative's reputation.

Sunday Directors Training

Sunday, Feb. 2, 2025

9 a.m. – 4 p.m. 928.1 Artificial Intelligence and Electric Cooperatives

9 a.m. – 4 p.m. Crucial Conversations for Mastering Dialogue

NEW Artificial Intelligence and Electric Cooperatives

NRECA Board Leadership Course (BLC)
Course 928.1

Instructor: Pat Mangan, NRECA

Time: 9 a.m. – 4 p.m.

Cost: \$300 (lunch provided for course attendees)

Course Description: Artificial intelligence (AI) has moved rapidly into the electric industry including electric cooperatives by accelerating a variety of functions such as the processing of vast amounts of meter data, automated functions that increase reliability and enhanced member satisfaction. This course will provide electric cooperative directors a foundational understanding of AI, its jargon, implications, its applications, and strategic importance so that they can engage in conversations about AI in their boardroom and decide if this rapidly evolving technology has a role to play at their cooperative.

KEY TOPICS

- The basic principles and jargon of artificial intelligence (AI)
- Impact of AI on the electric industry
- AI's risks and opportunities

NEW Crucial Conversations for Mastering Dialogue

This course will count toward Director Gold certification.

Instructor: Pam Dykstra, Crucial Learning

Time: 9 a.m. – 4 p.m.

Cost: \$500 (lunch provided for course attendees)

Course Description: **There is limited seating for this course. Priority will go toward KEC Trustees, KEC Alternate Trustees, CEOs, and Board Leadership.**

This course teaches the tools for holding high stakes conversations in an effective way. Throughout the training you will have the opportunity to apply the skills to real life challenges you are facing.

KEY LESSONS

- Cultures of dialogue foster engagement.
- With skills to dialogue effectively about difficult topics, people are more likely to share ideas and challenge the status quo
- When people are able to quickly surface critical information, decision making is not only more efficient, it's also more likely to be fueled by facts rather than ego and politics
- Staying agile in changing circumstances requires people

- Importance of data quality, cybersecurity, and privacy in the implementation of AI

- who can dialogue in the face of stress and uncertainty
- Almost nothing saps time and money as much as silence

Hotel Reservations

KEC has reserved a block of rooms at both the Cyrus Hotel and the SpringHill Suites Hotel. Cooperatives will make their own room reservations on a first-come, first-served basis.

Cyrus Hotel, Topeka, a Tribute Portfolio Hotel

920 S Kansas Ave, Topeka, KS 66612
785-596-0500
\$139 per night
[Make your reservation online.](#)

SpringHill Suites by Marriott Topeka Southwest

2745 SW Fairlawn Rd, Topeka, KS 66614
785-596-9650
\$104 per night
[Make your reservation online.](#)

- Complimentary Breakfast
- Complimentary Parking

Hotel Reservations

- **Room Block Dates: Friday, Jan. 31, 2025 – Tuesday, Feb. 4, 2025**
- **Hotel Reservation Cut-Off Date: Jan. 3, 2025. Room blocks could sell out before the cut-off date, so it is best to book rooms as soon as possible.**
- **Hotel Cancellation Policy:** Please ensure your check-in and check-out dates are correct prior to finalizing arrangements. Should you need to cancel for any reason, please do so at least 24 hours prior to arrival to avoid one night's room and tax charged as a cancellation fee. This charge will be posted to the form of payment on file for the room.
- **Multiple Reservations on one Credit Card:** If multiple reservations are being charged to the same credit card, you will need to contact the hotel directly. For the Cyrus, contact [Kelsey Savage](#) for the electronic credit card authorization form at 785-596-0541. For SpringHill Suites, contact [Jennifer Smith](#), 785-596-9661.

Downtown Parking Instructions

- **Overnight Guests at the Cyrus:** Daily self-parking is \$10 plus sales tax per vehicle. The daily fee will be added to each guest room. Parking is located on floors 8-10 in the Coronado Parking Garage on the 900 block of SE Quincy Street (directly behind the hotel). Guests will gain access to the garage with their room key. Parking is available 24 hours per day with unlimited in and out privileges. There is a drop box for room keys at the exit.
- **Day Guests:** Daily self-parking is \$10 plus sales tax per vehicle. Guests will pull into the crescent drive at the front of the hotel, pay for parking at the front desk and obtain a garage key. There is a drop box for keys when exiting the garage. Parking is located on floors 8-10 in the Coronado Parking Garage on the 900 block of SE Quincy Street (directly behind the hotel). Guests will gain access to the garage with their room key. Parking is available 24 hours per day with unlimited in and out privileges.
- **Street parking** is available at no charge all day Saturday and Sunday. Additional parking garages charging by the hour are located throughout downtown.

- **ADA parking** on Kansas Avenue: Motor vehicles displaying the special license plate or placard authorized by K.S.A. 8-1,125, as amended, shall be permitted to park in any parking space on public or private property which is clearly marked as being reserved for the use of disabled persons or persons responsible for the transportation of a disabled person, except a parking space on private property which is clearly marked as being reserved for the use of specified disabled persons, or park without charge in any metered zone and shall be exempt from any time limitation imposed on parking in any zone designated for parking, during the hours in which parking is permitted by the City. (Ord. 19370 § 96, 3-23-10. Code 1995 § 142-404.)



Kansas Electric Cooperatives, Inc. | PO Box 4267 | Topeka, KS 66604 US

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8. General Manager / C.E.O. Report

- Rates and Reliability Dashboard

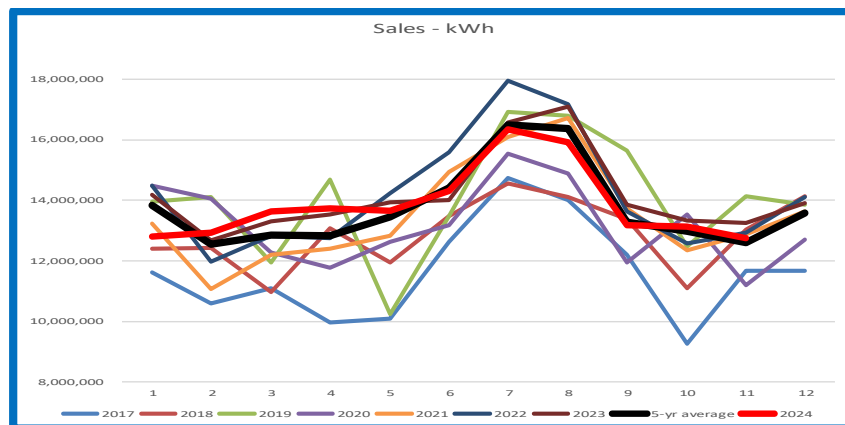
Executive Summary:

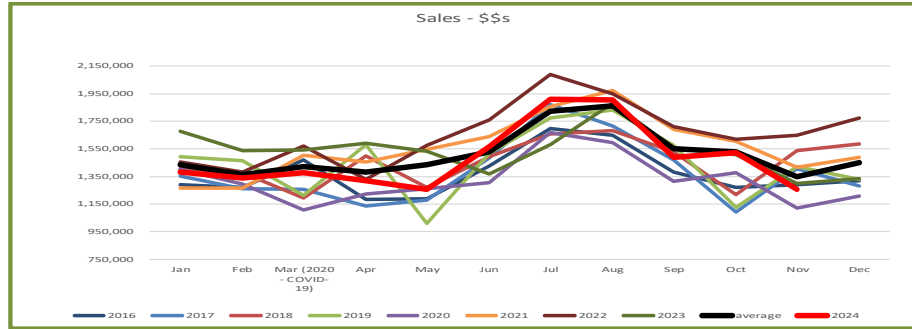
Total Operating Margins year to date are \$788,875. December will have loan payments and some equipment expenses representing about \$245,000 which will reduce operating margins. Our best guess is that we will allocate at or below \$600,000 this year.

The important financial number is our distribution revenue (total revenue less WPC) which remains above our five-year average. All financial metrics are met. We are on track for a good financial year.

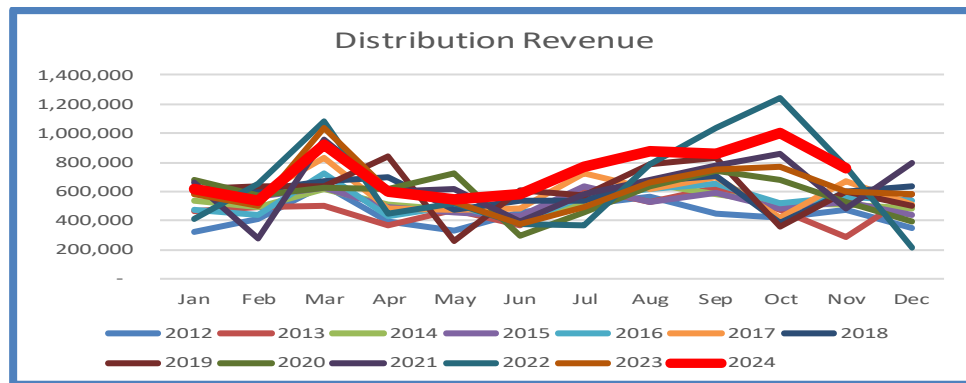
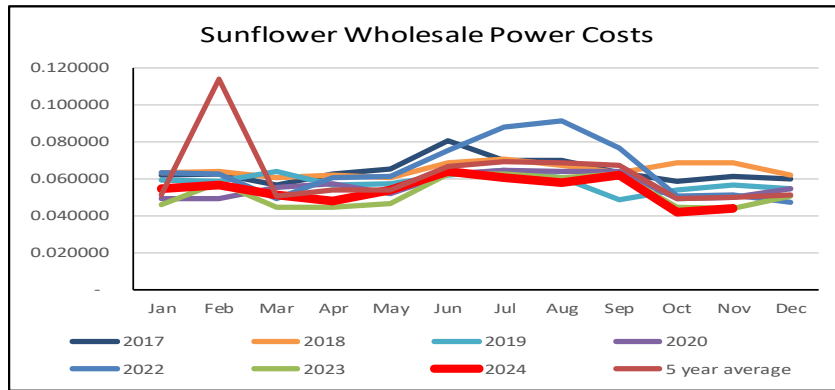
The January blizzard continues to impact our YTD reliability numbers but our reliability numbers look good.

- YTD dollar sales remain below 2023 (-4.38%) and -2.12% below of the 2019-2024 average.
- YTD kWh sales remain below 2023 (-2.13%) but are 0.51% above the 2019-2024 average.
- YTD total cost of wholesale power is 0.98% above 2023 and 12.83% below the 5-year average. This is about 53.3% of the total LSEC billing.
- Nov. Distribution Revenue is \$756,692 (\$8,078,816 YTD).
- SAIDI – 6.67
- SAIFI – 1.1
- CAIDI – 6.07
- ASAI – 99.92%





Form 7 Part O.		Nov-24					
		meters	kWh	%	\$s	%	\$s/kWh
1	Residential Sales	2,215	1,525,457	12.0%	199,451	15.9%	0.1307
2	Residential Seasonal	1,108	148,136	1.2%	40,704	3.2%	0.2748
3	Irrigation Sales	337	125,479	1.0%	9,875	0.8%	0.0787
4	C&I 1000 kVa or less	1,820	3,893,278	30.5%	411,971	32.8%	0.1058
5	C&I over 1000 kVa	183	6,382,282	50.0%	545,858	43.4%	0.0855
6	Public Street and Lighting	12	31,562	0.2%	5,157	0.4%	0.1634
7	Other Sales to Public Authorities	47	25,670	0.2%	4,316	0.3%	0.1681
9	Sales for Resale - Other	1	631,200	4.9%	39,333	3.1%	0.0623
		5,723	12,763,064		1,256,665		0.1337



metric	2020	2021	2022	2023	2024	measures
SAIDI	2.45	8.19	3.36	1.64	6.67	Interruption DURATION / average for every member (hrs)
SAIFI	1.16	2.56	1.33	1.02	1.10	Interruption FREQUENCY / Average # of Interruptions per customer
CAIDI	2.10	3.20	2.53	5.60	6.07	Customer Avg Interruption Duration Index - IF you are out, how long (hrs).
ASAI	99.97%	99.91%	99.96%	99.94%	99.92%	Service Availability

- Credit Card records. (Are available for the Boards review.)
- Board Reports. We are currently preparing the Call to Order and Adobe .pdf files. Does the Board wish to continue with the Adobe files? If not, we will discontinue them with this Board Report.
- Manager Expense Reports.
 - December 4-5, 2024, KEC Board Meeting in Wichita, KS
- Departments / Sections. (Notable items are below. Full reports follow and are in the Supplemental file)
 - 1) Accounting and Finance. Our financial strength remains very good, and operating metric standards are met.
 - YTD Operating Margin = \$788,875, YTD Total Margin = \$1,589,879
 - Cash Balance - \$7,344,060
 - Metrics:
 - TIER – 2.50 (1.25 min.), OPTIER – 1.74 (1.1 min.), DSC – 1.58 (1.25 min.), ODSC – 1.43 (1.1 min.), MDSC – 1.55 (1.35 min.)
 - Equity as a % of Assets – 41.62%. and as a % of Capitalization – 44.13%
 - General Funds Level – 9.83%
 - Current Ratio – 2.68%
 - 2) Operations Report (Dal). Operations encompasses construction, maintenance, and engineering for all LSEC plant. As usual, they were focused on distribution and substation maintenance and pole change-outs. Key items were:
 - Completed three-phase (3Ø) connect to WestKan grain site.
 - Completed 22 pole changes outs for clearance and pole replacements.
 - Installation of antenna at the Twin Springs tower is completed. Mobile radio will be installing the repeater next month.
 - 3) Information Technology and Cybersecurity (Carrie). IT touches every part of the cooperative and drives all our processes.
 - Email impersonations are getting harder to identify with AI technology advancements. After analyzing the KnowBe4 phishing simulation training results it appears that email handling errors have increased over the last three months.
 - Credit card payment process (PCI Compliance) annual review assessments for devices and networks.
 - 4) Safety (Chris). Safety focuses on employee and community electrical safety issues. Internal training and external communications is a critical part of our risk management strategy.
 - Provided free community powerline Safety Demonstrations in Dighton and Ness City.
 - Researching Fire Alarm Specialist upgrade for Dighton HQ building. Likely move to 2026 Capital Budget due to expense.
 - Emergency Action Plan updates.

- 5) Communications (Ann Marie). Ann Marie manages all aspects of Cooperative communications and marketing. Major projects last month were:
- SmartHub. As of 12/6 we had 29 new memberships bringing our overall count to 960 members (37.5%) up 57 from 2023.
 - Twelve Military packages were sent out (2 overseas, 1 Alaska, and the remainder CONUS.
 - Participated in Reality U at Dighton High School.
6. Special Projects (Kathy). Kathy is focusing her energy and experience on cleaning up some remaining projects that critical to Lane-Scott. Currently:
- a. Capital Credits Project. 100% on Staff project
 - i. We are reviewing and finalizing potential escheatment's with JMS for filing with proper authorities.
 - ii. Board review of staff proposed policies and Bylaws amendments for discounted capital credit retirement options for estates and disconnected accounts and,
 - iii. G&T allocations and retirements.
 - b. Records Retention Policy. 25% complete. Research is completed, draft schedule is being prepared for review.
 - c. Retail Services / Warehouse Report (Scott).
 - i. Total Non-operating margins YTD rose to \$85,232.
 - ii. Line Material Inventory levels (\$526,618) are looking great at 0.987 inventory turns per year. Retail materials (\$187,966) look good at 0.733 inventory turns.
 - iii. Generac. Two additional generator units were sold in November. We are scheduled to install 5 new units before year end and are managing 101 Service Agreements.

Respectfully submitted,

Richard McLeon, M.B.A., M.Sc.
General Manager / CEO

The Lane-Scott Electric Cooperative, Inc. Expense Report

Employee Richard McLeon
 Purpose of Trip KEC Board - Wichita

Section 1

DATE		Sun ___ / ___	Mon ___ / ___	Tues ___ / ___	Wed 4-Dec	Thurs 5-Dec	Fri ___ / ___	Sat ___ / ___	TOTAL
Mile./Personal Veh.									
Mileage Rate		0.670	0.670	0.670	0.670	0.670	0.670	0.670	
Total Mileage Exp.		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
									0
									0
Gas/Oil	Co.				29.76	43.45			73.21
	Emp.								0.00
Car Rental	Co.								0.00
	Emp.								0.00
Taxi/Limo	Co.								0.00
	Emp.								0.00
Tolls/Parking	Co.								0.00
	Emp.								0.00
Airfare	Co.								0.00
	Emp.								0.00
Lodging	Co.					144.61			144.61
	Emp.								0.00
Breakfast	Co.								0.00
	Emp.								0.00
Lunch	Co.								0.00
	Emp.								0.00
Dinner	Co.				64.49				64.49
	Emp.								0.00
Phone	Co.								0.00
	Emp.								0.00
Misc.	Co.								0.00
	Emp.								0.00
									0.00
TOTAL EXPENSES		\$0.00	\$0.00	\$0.00	\$94.25	\$188.06	\$0.00	\$0.00	\$282.31

Section 2

Reimbursement Summary
 Total Expense from Section 1
 Less: Company Credit Card
 Less: Per Diem
 Less: Other
 Net due to Employee

\$ 282.31
282.31
0.00
0.00
\$ -

Section 3

Expense Allocation

Acct. #	Amount
Total	

All expenses on this report were actually incurred by me while performing company business.

GM / CEO _____ Date _____

Presented to LSEC Board of Trustees:

23-Dec-24

notes:

1

I did not have time to draw per diem so there is a dinner expense on Wednesday.

2

The committee Meetnigs began after lunchtime on Wednesday so 1 night only.



WICHITA MARRIOTT

GUEST FOLIO

806	MCLEON/RICHARD/MR	124.00	12/05/24	08:24	15971	20539
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
NSKG	PO BOX 670		12/04/24	13:27		
TYPE	DIGHTON KS 67839		ARRIVE	TIME		
6		PASSPORT:				
ROOM		VSXXXXXXXXXXXX5708			MBV#:	XXXXX9804
CLERK	ADDRESS	PAYMENT				
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE		
12/04	ROOM	806, 1	124.00			
12/04	SALE TAX	806, 1	9.30			
12/04	OCCUP TX	806, 1	7.44			
12/04	TRSM FEE	806, 1	3.41			
12/04	FEE SLTX	806, 1	.26			
12/04	FEE OCTX	806, 1	.20			
12/05	CCARD-VS			144.61		
	PAYMENT RECEIVED BY VISA	XXXXXXXXXXXX5708				
12/05	CCARD-VS		.00			
	PAYMENT RECEIVED BY VISA	XXXXXXXXXXXX5708				
						.00
===== EXP. REPORT SUMMARY =====						
12/04	ROOM&TAX		144.61			

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WICHITA MARRIOTT
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WICHITA KS 67207
(316) 651-0333

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This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X

WELCOME
SHULL OIL

Unit #105 - to Wichita

DATE 12/4/24 7:01
TRAN#9013144
PUMP# 01
SERVICE LEVEL: SELF
PRODUCT: Unlead
GALLONS: 10.785
PRICE/G: \$2.759
FUEL SALE \$29.76
CREDIT \$29.76

EE Private
Acct/Card Num: 06216
2-6292
Ref: 10102537244
Resp Code: 900
Stan: 0253168899
SITE ID: 9999780
Odometer: 93461

Triple E Powered

THANK YOU
HAVE A NICE DAY

Unit #105 - KEC Road Mtg

DILLONS FUEL #51
GREAT BEND
KS 67530
(620) 792-3591

PUMP# 8
UNL @2.779 /gal
VOLUME 15.635 gal
GAS TOTAL 43.45
TAX UNL 0.00
****BAL 43.45

WRIGHT EXPRESS
Purchase

*****6894
AMOUNT: \$43.45
MERCH 091003228
APPROVAL# 991387
VEHCN 45089
SEQN 123662
ODO 93526
RRN: 000000015457

WRIGHT EXPRESS 43.45
12/05/24 02:19pm
51 123 92 88888123
I agree to pay the
above Total Amount
according to Card
Issuer Agreement.
THANK YOU FOR
SHOPPING DILLONS!
Thank You
Have a Nice Day

Saltgrass Steakhouse

2624 Greenwich Court
Wichita, KS 67226

Server: Angel
06:10 PM
Table 21/1

KEC Road Mtg
Wichita, KS
R. McLean
DOB: 12/04/2024
12/04/2024
3/30039

Sale

VISA

Card #: *****5708

Card Entry Method: NFC CHTP

***** ENV PURCHASE *****

App Label:

VISA CREDIT
Issuer

Mode:

AID: a0000000031010

TVR: 0000000000

IAD: 06011203a00000

ARC: 00

Approval: 057687

Amount:: USD \$53.49

+ Tip:: 11.00

= Total:: 64.49

X 

A suggested gratuity of 15% - 20%
is customary. The amount of
gratuity is always discretionary.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0032. The time required to complete this information collection is estimated to average 15 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

UNITED STATES DEPARTMENT OF AGRICULTURE RURAL UTILITIES SERVICE	BORROWER DESIGNATION KS0042
FINANCIAL AND OPERATING REPORT ELECTRIC DISTRIBUTION	PERIOD ENDED November 2024
	BORROWER NAME The Lane-Scott Electric Cooperative, Inc.
INSTRUCTIONS - See help in the online application.	

This information is analyzed and used to determine the submitter's financial situation and feasibility for loans and guarantees. You are required by contract and applicable regulations to provide the information. The information provided is subject to the Freedom of Information Act (5 U.S.C. 552)

CERTIFICATION	
We recognize that statements contained herein concern a matter within the jurisdiction of an agency of the United States and the making of a false, fictitious or fraudulent statement may render the maker subject to prosecution under Title 18, United States Code Section 1001.	
We hereby certify that the entries in this report are in accordance with the accounts and other records of the system and reflect the status of the system to the best of our knowledge and belief.	
ALL INSURANCE REQUIRED BY PART 1788 OF 7 CFR CHAPTER XVII, RUS, WAS IN FORCE DURING THE REPORTING PERIOD AND RENEWALS HAVE BEEN OBTAINED FOR ALL POLICIES DURING THE PERIOD COVERED BY THIS REPORT PURSUANT TO PART 1718 OF 7 CFR CHAPTER XVII (check one of the following)	
<input type="checkbox"/> All of the obligations under the RUS loan documents have been fulfilled in all material respects.	<input type="checkbox"/> There has been a default in the fulfillment of the obligations under the RUS loan documents. Said default(s) is/are specifically described in Part D of this report.
<div>_____</div> <div>_____</div> <div>DATE</div>	

PART A. STATEMENT OF OPERATIONS				
ITEM	YEAR-TO-DATE			THIS MONTH
	LAST YEAR (a)	THIS YEAR (b)	BUDGET (c)	
1. Operating Revenue and Patronage Capital	16,477,044	17,258,491	17,350,657	1,335,737
2. Power Production Expense				
3. Cost of Purchased Power	9,571,866	9,179,760	9,748,692	579,045
4. Transmission Expense				
5. Regional Market Expense				
6. Distribution Expense - Operation	782,595	1,032,715	1,008,963	105,413
7. Distribution Expense - Maintenance	1,011,615	1,142,850	1,070,648	92,152
8. Customer Accounts Expense	237,960	244,799	251,705	21,981
9. Customer Service and Informational Expense	64,093	76,122	66,276	13,958
10. Sales Expense	92,260	84,199	96,579	9,275
11. Administrative and General Expense	1,815,176	1,760,434	1,648,395	174,284
12. Total Operation & Maintenance Expense (2 thru 11)	13,575,565	13,520,879	13,891,258	996,108
13. Depreciation and Amortization Expense	1,787,633	1,863,016	1,821,687	170,637
14. Tax Expense - Property & Gross Receipts				
15. Tax Expense - Other				
16. Interest on Long-Term Debt	1,116,927	1,062,336	1,077,328	95,869
17. Interest Charged to Construction - Credit				
18. Interest Expense - Other	4,946	5,460	4,876	684
19. Other Deductions	24,249	17,925	21,825	1,430
20. Total Cost of Electric Service (12 thru 19)	16,509,320	16,469,616	16,816,974	1,264,728
21. Patronage Capital & Operating Margins (1 minus 20)	(32,276)	788,875	533,683	71,009
22. Non Operating Margins - Interest	357,998	341,665	356,423	31,208
23. Allowance for Funds Used During Construction				
24. Income (Loss) from Equity Investments				
25. Non Operating Margins - Other	92,914	85,232	66,265	330
26. Generation and Transmission Capital Credits	612,391	353,677		
27. Other Capital Credits and Patronage Dividends	28,519	20,430	69,044	
28. Extraordinary Items				
29. Patronage Capital or Margins (21 thru 28)	1,059,546	1,589,879	1,025,415	102,547

UNITED STATES DEPARTMENT OF AGRICULTURE RURAL UTILITIES SERVICE FINANCIAL AND OPERATING REPORT ELECTRIC DISTRIBUTION			BORROWER DESIGNATION KS0042		
INSTRUCTIONS - See help in the online application.			PERIOD ENDED November 2024		
PART B. DATA ON TRANSMISSION AND DISTRIBUTION PLANT					
ITEM	YEAR-TO-DATE		ITEM	YEAR-TO-DATE	
	LAST YEAR (a)	THIS YEAR (b)		LAST YEAR (a)	THIS YEAR (b)
1. New Services Connected	24	46	5. Miles Transmission		
2. Services Retired	55	64	6. Miles Distribution – Overhead	2,038.10	2,031.47
3. Total Services in Place	6,042	6,060	7. Miles Distribution - Underground	8.73	8.92
4. Idle Services (Exclude Seasonals)	283	337	8. Total Miles Energized (5 + 6 + 7)	2,046.83	2,040.39
PART C. BALANCE SHEET					
ASSETS AND OTHER DEBITS			LIABILITIES AND OTHER CREDITS		
1. Total Utility Plant in Service	64,083,622		30. Memberships	0	
2. Construction Work in Progress	754,280		31. Patronage Capital	23,115,004	
3. Total Utility Plant (1 + 2)	64,837,902		32. Operating Margins - Prior Years	0	
4. Accum. Provision for Depreciation and Amort.	22,962,899		33. Operating Margins - Current Year	788,875	
5. Net Utility Plant (3 - 4)	41,875,003		34. Non-Operating Margins	2,751,863	
6. Non-Utility Property (Net)	0		35. Other Margins and Equities	389,165	
7. Investments in Subsidiary Companies	252,175		36. Total Margins & Equities (30 thru 35)	27,044,907	
8. Invest. in Assoc. Org. - Patronage Capital	12,687,102		37. Long-Term Debt - RUS (Net)	0	
9. Invest. in Assoc. Org. - Other - General Funds	445,462		38. Long-Term Debt - FFB - RUS Guaranteed	29,925,392	
10. Invest. in Assoc. Org. - Other - Nongeneral Funds	221,958		39. Long-Term Debt - Other - RUS Guaranteed	0	
11. Investments in Economic Development Projects	0		40. Long-Term Debt Other (Net)	4,321,142	
12. Other Investments	5,501		41. Long-Term Debt - RUS - Econ. Devel. (Net)	0	
13. Special Funds	0		42. Payments – Unapplied	0	
14. Total Other Property & Investments (6 thru 13)	13,612,198		43. Total Long-Term Debt (37 thru 41 - 42)	34,246,534	
15. Cash - General Funds	(135,101)		44. Obligations Under Capital Leases - Noncurrent	0	
16. Cash - Construction Funds - Trustee	100		45. Accumulated Operating Provisions and Asset Retirement Obligations	0	
17. Special Deposits	25		46. Total Other Noncurrent Liabilities (44 + 45)	0	
18. Temporary Investments	7,257,078		47. Notes Payable	0	
19. Notes Receivable (Net)	0		48. Accounts Payable	730,886	
20. Accounts Receivable - Sales of Energy (Net)	1,140,980		49. Consumers Deposits	162,020	
21. Accounts Receivable - Other (Net)	136,877				
22. Renewable Energy Credits	0		50. Current Maturities Long-Term Debt	1,403,866	
23. Materials and Supplies - Electric & Other	847,241		51. Current Maturities Long-Term Debt - Economic Development	0	
24. Prepayments	5,783		52. Current Maturities Capital Leases	0	
25. Other Current and Accrued Assets	61,377		53. Other Current and Accrued Liabilities	1,184,790	
26. Total Current and Accrued Assets (15 thru 25)	9,314,360		54. Total Current & Accrued Liabilities (47 thru 53)	3,481,562	
27. Regulatory Assets	0		55. Regulatory Liabilities	0	
28. Other Deferred Debits	177,719		56. Other Deferred Credits	206,277	
29. Total Assets and Other Debits (5+14+26 thru 28)	64,979,280		57. Total Liabilities and Other Credits (36 + 43 + 46 + 54 thru 56)	64,979,280	

10. a. Safety Update

Chris Terhune, Lane-Scott Journeyman Lineman and Safety Coordinator, will update the Board on the LSEC Safety Program.

10. b. Board Policy 508 - Safety

Chris Terhune, Lane-Scott Journeyman Lineman and Safety Coordinator, will the Board through an annual review of this Board Policy and answer questions regarding application of the Board Policy.

LANE-SCOTT ELECTRIC COOPERATIVE, INC. POLICY

Dated: August 8, 2022

Policy No.: 508

Supersedes: January 9, 2017
November 22, 2004
July 23, 2001
June 26, 1995
July 26, 1993
January 17, 1992
September 26, 1977

SUBJECT: Job Training, Safety & Loss Control

OBJECTIVE:

The purpose of this policy is to provide for the protection of human life and the conservation of property belonging to the cooperative and others from accidental damage or destruction. Additionally, to provide for the promotion and availability of safety and professional development and training.

POLICY:

I. GENERAL MANAGER'S RESPONSIBILITIES

- A. The General Manager is hereby authorized and directed to have at least monthly, a meeting of all available employees in which safe working practices, conditions, and the use and care of safety equipment are discussed.
- B. The General Manager is also authorized to encourage and motivate all Supervisory employees to devote the maximum time available to training so that all employees might achieve maximum competence in their work.
- C. The General Manager is also authorized to acquire any safety tools and/or equipment necessary to protect the health, safety, and wellbeing of employees, members, and the public.
- D. The General Manager is hereby authorized to reasonably adopt and implement safety rules including but not limited to those outlined in the Kansas Electric Cooperatives Safety Manual.
- E. The General Manager is also authorized to promulgate any operational policies and procedures necessary for complete compliance with this policy.
- F. The General Manager is authorized and directed to implement employee job training, professional development, and the Apprenticeship Programs and to assure that every qualified employee can attend training appropriate to their job function.
- G. Implement, and actively support, the Job Training, Safety, and Loss Control Policy of the Board of Trustees. and related activities.
- H. Hold all levels of management accountable for safety performance.
- I. Participate in safety meetings as required.
- J. Review all Supervisor Investigation Reports and take appropriate action.
- K. Actively promote electrical safety among the members and the public.
- L. Assure that all applicable local, state, and federal regulations are followed.

II. SAFETY COORDINATOR'S RESPONSIBILITIES AND DUTIES

- A. The Safety Coordinator may be a full-time or additional duty as necessary.
- B. The Safety Coordinator has the responsibility and necessary authority to oversee to Safety Program of the Cooperative and reports directly to the General Manager in their safety coordinator capacity.
- C. Recommend additional safe operating rules and procedures for the Cooperative and regularly evaluate and recommend necessary changes to existing rules and procedures.
- D. Assist in the evaluation of public liability exposures and their control.
- E. Assist the Loss Control & Safety Instructor in conducting scheduled meetings at the Cooperative. Suggest the type of programs which would be most beneficial to all employees of the cooperative.
- F. Coordinate safety and training meetings to supplement the programs presented by the Loss Control & Safety Instructor.
- G. Coordinate technical and other professional development training and programs.
- H. Update and Maintain employee training records and files.
- I. Coordinate post-accident employee drug testing with the cooperative HR Coordinator.
- J. Prepare or have a member of the Cooperative Safety Council prepare a monthly Training and Loss Control & Safety Activity Report for the General Manager to present to the Board of Trustees.
- K. Maintain a working relationship with representatives of the insurance carrier. Cooperate with the insurance carrier's safety consultant in analyzing the Cooperative's exposure to loss and recommending corrective action and controls.
- L. Supply the KEC Loss Control & Safety Advisory Committee with suggestions for strengthening the Loss Control & Safety Program.
- M. Coordinate the effort toward achievement of NRECA Rural Electric Safety Achievement Program (RESAP) and/or similar endorsements.
- N. Assure that accident statistics, including recordable injuries, lost time days, and man-hours worked are maintained and submitted to the appropriate agency.
- O. Administer the Lineman's Apprenticeship Program.

III. SUPERVISOR'S SAFETY RESPONSIBILITIES AND DUTIES

- A. The immediate job of preventing accidents and controlling work health hazards falls upon the Supervisor. Any employee who directs the work of others is a Supervisor.
- B. Provide leadership in safety and assure employees are available for training opportunities.
- C. Enforce the safety rules and safe working practices as adopted by the Cooperative.
- D. Inspect tools, work area, apparatus, and equipment frequently and take prompt action so that faulty or defective equipment is repaired or replaced.
- E. Observe work areas and barricade or restrict those which are hazardous to employees, other workmen, members, or the public.
- F. Be certain that she/he clearly understands the work that is to be done and that their subordinates understand their individual duties.
- G. Operation Supervisors will hold adequate "tailgate conferences" before the start of each job, large or small, to ensure all affected personnel understand clearly how the work is to be done.
- H. Exercise close supervision over work, especially in hazardous situations. All hazards are to be pointed out and proper protective measures taken to enable the work to be performed safely and efficiently. Be alert for hazards which may develop as the work progresses.

- I. Train new or inexperienced employees being sure to pay particular attention to their work and observing it closely. Whenever possible, assign an experienced employee to work with a new employee so that they may learn to work safely as a habit.
- J. Assign the more difficult and hazardous work to the competent, experienced person.
- K. Report all accidents promptly after making certain that the injured employee has received the proper medical attention.
- L. Investigate immediately each incident and forward the proper report form to the General Manager.
- M. Each Supervisor at each level of supervision will make certain that the employees under him/her perform their work in the manner specified. The Supervisor will be held responsible for the safety, development, training, and welfare of the employees under their supervision.

IV. EMPLOYEE'S RESPONSIBILITY

- A. Employees share with the management, Safety Coordinator, and Supervisors the responsibility for their personal safety, the safety of their fellow worker, and the public.
- B. It is the responsibility of each employee to know, understand, and follow the safety rules of the Lane-Scott Electric Cooperative, Inc. Safety Manual which apply to the work they perform.
- C. Each employee will have the opportunity, but not the obligation, to attend professional development training.
- D. Each Employee Shall:
 - 1. Follow all safety rules and other applicable orders or procedures.
 - 2. Report all hazardous conditions and unsafe tools or equipment to his/her Supervisor, or the cooperative Safety Coordinator.
 - 3. Promptly report all accidents and injuries regardless of severity to their Supervisor or the cooperative Safety Coordinator.
 - 4. Use all protective devices provided by the cooperative that apply to and are required for the job at hand.

V. COOPERATIVE SAFETY COUNCIL

- A. There shall be a Cooperative Safety Council consisting of three persons – one lineman designated as the Safety Coordinator (selected by the General Manager) whose duties will be combined with one of the office positions, one office employee designated as the Safety Compliance Administrator (selected by the General Manager) to maintain records, and one outside employee. The outside employee shall be elected by employees of the cooperative.
- B. All employees, except those holding a Staff Position, shall be eligible to vote for the position to be filled by election.
- C. No person holding a Staff Position will be eligible for election to the Cooperative Safety Council.
- D. The term of office of the elected members of the Cooperative Safety Council shall be for three years through the employee safety meeting for the month of January following their election. There may be one new member elected each year. The members shall move through the officer's chairs beginning as secretary, after having served as chairman of the Safety Council for one year, shall retire from the committee, and shall not be eligible for re-election for at least one full year. The position of Safety Compliance Administrator may not change annually, as this position is responsible for record retention and assisting

with compliance procedures.

- E. If a vacancy occurs during the term of such office, then the vacancy shall be filled by an election by all eligible employees at the next regular monthly employee safety meeting. Such election, to fill a vacancy, shall be to fill the unexpired term of office.
- F. Each person on the Cooperative Safety Council shall have one vote.
- G. The Cooperative Safety Council shall have the responsibility to conduct the monthly safety meeting of the employees and to assist the Safety Coordinator with the program to meet the safety education and safety training needs of the employees of the cooperative, to provide a means whereby safety problems and recommended solutions can be brought to the attention of all employees and management, and to provide for adherence by employees to the safety procedure and policies adopted from time to time by the Cooperative.
- H. The Cooperative Safety Council shall meet as often as necessary, between the regularly monthly employee safety meetings, to adequately perform the duties of such council. They shall meet at the call of the Chairman or of the Safety Coordinator working with the Chairman.

VI. SUPERVISOR'S INCIDENT INVESTIGATION

- A. It is the responsibility of the staff person for whose department the injured person works to investigate and complete the Supervisor's Investigation Report within 24 hours following an incident. An incident is defined as any unexpected event that interrupts or interferes with the orderly progress of the production activity or process. This includes a "near miss", property damage, or an injury.

DISTRIBUTION OF THIS REPORT SHALL BE AS FOLLOWS:

- 1. One copy to the General Manager to be reviewed, signed, and forwarded to the Safety Coordinator.
 - 2. One copy to central file.
- B. Prevention of reoccurrence is the purpose of the investigation and report. It should be concise and should avoid finding fault with individuals. Vague, general descriptions or causes such as "carelessness" should be avoided. The first-line Supervisor is in the best position to understand the real causes of an accident or incident. Eliminating them will benefit him or her by providing safe working conditions for all workers while improving the efficiency of the crew.

VII. DISCIPLINARY ACTION AND ENFORCEMENT ON ALL EMPLOYEES

- A. Safety is everyone's business. Noncompliance with safety rules will be subject to disciplinary action up to and including immediate termination.
- B. The Safety Council will review every potential safety violation and incident investigation within thirty (30) days of occurrence and determine if a safety violation occurred. The Safety Council will present their findings to the General Manager.

VIII. SAFETY EQUIPMENT

- A. The Cooperative will furnish, as needed and appropriate, at its expense, personal safety equipment, which may include but is not limited to: rubber gloves, glove protectors, glove

liners, hard hats and liners, raincoats and trousers, industrial type safety eyeglasses, replacement safety straps, replacement climber gaffs and straps, protective covers for gaffs, and ergonomic workplace materials.

- B. Additional personal or cooperative safety equipment and/or tools that are recommended by the Safety Council for the improvement of the safety and wellbeing of employees may be approved by the General Manager.

IX. JOB TRAINING, PROFESSIONAL DEVELOPMENT, AND APPRENTICESHIP PROGRAM

- A. The Cooperative's greatest asset is the skill and knowledge of its personnel. The future strength and progress of this cooperative is dependent upon the Cooperative's commitment to preserving this asset by developing the skills and knowledge of the work force.
- B. Job Training and Employee Development. Job Training and Employee Development (collectively called "training") will be made available to every employee.
 - 1. Training opportunities must be relevant and appropriate to the employee's job and present a benefit to the cooperative for participation.
 - 2. All Supervisors will receive regular training on necessary Supervisory skills.
 - 3. All training requests will have the approval of the General Manager.
- C. Safety Training.
 - 1. All employees are expected to attend monthly Safety Meetings unless otherwise excused by their Supervisor for just reason.
 - 2. Safety training will be appropriate for the employees' level of expertise and relevant to their job function.
- D. Lineman Apprenticeship Program
 - 1. The apprenticeship program shall be designed to train lineman in a wide and diverse range of skills and knowledge, as well as maturity and independence of judgment. It shall include planned day-by-day training on the job and experience under proper supervision, combined with related technical instruction.
 - 2. The course of study will be a Credited Rural Electric Association's Apprenticeship Program selected and approved by the General Manager of the Cooperative. The apprentice will be supplied with books, written materials, and lesson guides. The program will be done as a home study course. The apprentice will check out a lesson from the Safety Coordinator, answer the questions, and return it to the safety coordinator to be graded. Periodic examination will be given over the work completed, and the progress of the apprentice will be determined by his/her grades on the lessons and examinations, as well as his/her on-the-job development. (S)He will be evaluated by their immediate Supervisor, the ranking Operations Supervisor, the Safety Coordinator, and the General Manager. The results of these tests and evaluations will determine the apprentice's qualifications for advancement in the apprentice classifications and for final acceptance as a journeyman lineman.
 - 3. A seventy (70) percent or above score on lessons and examinations shall be considered a passing grade. If an apprentice should fail a lesson, she/he must wait three (3) months before resubmitting the lesson. If an apprentice should fail an examination, she/he must wait for six (6) months before taking the test again. If the same lesson or examination is failed a second time, then the apprentice must wait for one year and start over with lesson number one of that same year. However, before resuming the apprenticeship program, the apprentice must submit a written request

to be reinstated to the General Manager, then a review by the Safety Coordinator, their immediate Supervisor, the ranking Operations Supervisor, and the General Manager will be conducted. This committee will review the apprentice's general attitude and motivation and will decide if the apprentice shall be reinstated.

4. The Safety Coordinator, with the assistance of the the Apprentices' immediate Supervisor(s), and the ranking Operations Supervisor, shall supervise the training of the apprentices.
5. No employee may qualify for journeyman rating with less than four years of actual apprentice work experience in the field.
6. New employees may be given credit for past experience, provided that they can pass the final test for the year they are being credited for by the General Manager (i.e. An apprentice hired as a third year apprentice must be able to pass the 3rd year apprentice final test, etc.).
7. The cooperative will not recognize the advancement of employees to succeeding classifications until the employee shall have met the training requirements of this program. Time spent in classes of related instruction and off-the- job study time shall not be considered as hours of work and shall not be paid for unless the employee is required to attend classes.
8. An apprentice entering this program must be willing to spend the time required to prepare them to become a journeyman. The final responsibility for successful completion of the program rests with the employee.
9. Failure to complete the apprenticeship program may result in a re-assignment of duties if an alternate position exists. Compensation will be commensurate with the new position. If no position exists for which the employee is qualified to fulfill its essential functions, termination may result.

X. RESPONSIBILITY

It shall be the responsibility of the General Manager / CEO to administer and enforce this policy and to report monthly to the Board of Trustees on the status of its implementation and the overall safety performance of the Cooperative.

ATTESTED _____
Secretary

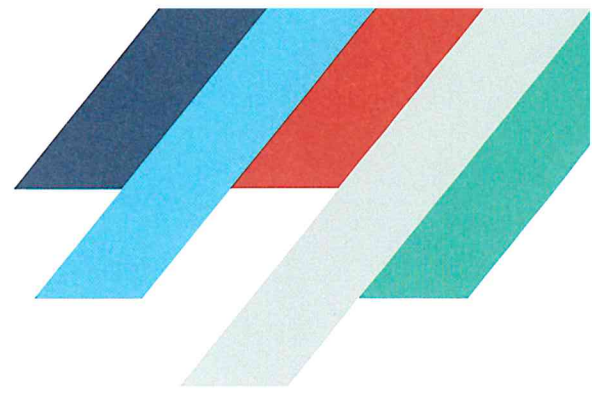
(seal)

10. c. The Lane-Scott Electric Cooperative, Inc. 2025 Board Meeting Schedule (proposed)*(based on known calendars as of December 6, 2024)*

<u>January</u>	1	Office Closed - New Years	<u>July</u>	4	Office Closed – 4 th of July
	17	Sunflower EPC Board, Hays - change		15	LSEC Annual Meeting
	27	LSEC Board of Trustees meeting		16	Sunflower EPC Board, Hays
				28	LSEC Board of Trustees meeting
<u>February</u>	2-4	KEC Winter Conference, Cyrus Hotel, Topeka	<u>August</u>	2-4	KEC Summer Meeting, Overland Park
	19	Sunflower EPC Board, Hays		20	Sunflower EPC Board, Hays
	24	LSEC Board of Trustees meeting		25	LSEC Board of Trustees meeting
<u>March</u>	5-6	KEC Board Meeting, Wichita	<u>September</u>	1	Office Closed – Labor Day
	7-12	NRECA Annual , Atlanta, GA		17	Sunflower EPC Board, Hays
	19	Sunflower EPC Board, Hays		22	LSEC Board of Trustees meeting
	24	LSEC Board of Trustees meeting			
<u>April</u>	16	Sunflower EPC Board, Hays	<u>October</u>	1-2	KEC Board Meeting, Salina
	18	Office Closed – Good Friday		6-8	NRECA Regional Mtng, Bellevue, WA
	27-30	NRECA Legislative Conference		15	Sunflower EPC Board, Hays - change
	28	LSEC Board of Trustees meeting		27	LSEC Board of Trustees meeting
	tbd	Nominating Committee meeting			
			<u>November</u>	19	Sunflower EPC Board, Hays
<u>May</u>	7-8	KEC Board Meeting, Wichita		24	LSEC Board of Trustees meeting
	19	LSEC Board of Trustees meeting - change		27-28	Office Closed - Thanksgiving
	21	Sunflower Board Meeting			
	26	Office Closed – Memorial Day	<u>December</u>	3-4	KEC Board Meeting, Wichita
<u>June</u>	18	Sunflower EPC Board, Hays		11-12	Sunflower EPC Board, Kansas City, MO
	14-21	Youth Tour		22	LSEC Board of Trustees meeting
	23	LSEC Board of Trustees meeting		25	Office Closed - Christmas

10. e. NRTC Voting Delegates

NRTC is asking all their members to update their voting delegate listing. They intend to have online voting rather than voting at the NRECA Annual Meeting.



December 4, 2024

Dear Richard McLeon,

NRTC invites members to update their voting delegate in advance of our online board elections.

Delegates receive an email inviting them to register. Registered delegates then receive an email inviting them to cast an online vote. GM/CEOs receive heads-up emails for both steps. We will provide specific dates for these events in the Notice of Annual Meeting, which we email you about 30 days prior to the annual meeting.

To facilitate this online process, we **need an accurate name and valid email address** for voting delegate and GM/CEO. For [Member Name], we currently have:

Voting Delegate: Randy Evans

Voting Delegate email address: rmebiz1@gmail.com

General Manager/CEO: Richard McLeon

GM/CEO email address: richard.mcleon@lanescott.coop

Updating Your Information

Please visit <https://portal.nrtc.coop/delegates> and enter your email address. We'll email you a secure link to make changes to your information. You can visit this website any time until registration begins. However, for security reasons, once you receive the email, you'll have 30 minutes to complete the process.

We also invite you to review (and update) other key data we have for your organization. This helps ensure effective communication with our members. A simple-to-follow information sheet is included with this mailing.

If you'd like to designate someone to make these updates, please email us at membersupport@nrtc.coop and provide their name, title and email address. Once we've assigned the privileges, we'll email them.

Thank you for participating in NRTC's election process and for helping us maintain our records. If you have questions about the voting process, please contact me at 703-787-7288 or cmartin@nrtc.coop.

Sincerely,

Chris Martin

Vice President, Member and Industry Relations



Member driven. Technology focused.

2121 Cooperative Way, Suite 600, Herndon, VA 20171 P 703.787.0874 F 703.464.5300 nrtc.coop

10. f. Miscellaneous Signatory forms

There are several forms which need to be updated to remove Kathy Lewis from signatory authority. We do not have all of them at time of publication, and will present them at the Board Meeting.

SAFETY PROGRAM

Safety Monthly Summary: Worked with Carrie on completing digital inspection forms, for all equipment and facility inspections. Post trip inspections to be completed on all DOT vehicles starting December 1st, 2024. Safety Council performed annual inspection on all equipment, tools, substations, and facility for RESAP accreditation, any deficiencies will be reported, documented, and repaired/replaced. Three phase hot arms will be sent off for testing, inspection, and cleaning. Reaching out to individuals for safety meeting guest speakers for LSE in 2025.

SAFETY PROJECTS COMPLETED AS OF December 2024

- Rubber gloves changed out.
- Safety Amp inspection sheets completed.
- KEC Safety Meeting: Transformer Connections 3-phase.
- FCC radios: Antenna installed on Sunflower Electric's Tower on Highway 156.

Ann Jennings's submitted report:

- 10 Holiday Safety Tips- KCL Magazine
- Check Your Holiday Lights- Social Media
- Ready Your Home for Winter- Social Media
- Space Heater Safety Tips- Social Media
- Winter Weather is on the Way (Outage Preparedness)-Social Media
- Diana Kuhlman submitted reports:
 - Attended Monthly Safety Meeting.
 - Coordinate Monthly Drug Testing.
 - Submitted No- Time Loss Report to KEC.
 - CDL Medical Certifications were held.
 - Reviewed all CDL Medical Certifications for 2025.

SAFETY PROJECTS IN PROGRESS AS OF December 2024

1. SafetyAmp Inspection digital forms to all employees involved.
2. FCC radios: Looking into coverage options for dead spots with radio's in Bazine and McCracken area.
3. Waiting approval of budget items for 2025 year.
4. Waiting approval of budget with Dal for schooling for 2025 year.
5. Safety Council Yearly Walk thru items to resolve. -85% completed
6. RESAP Onsite Observation.
 - Circuits are being identified.
 - The switching procedure for substations. is in progress.
 - URD cables being identified and labeled.
 - Pad mount and switch cabinet signage in progress of being updated.

LANE-SCOTT ELECTRIC COOPERATIVE, INC.
SAFETY MEETING
November 15, 2024

Chris Terhune called the meeting to order at 10:45 a.m.

Minutes were read: Leighton Ayers made a motion to approve the October 17th, 2024, minutes. Seconded by Taylor Cable. Minutes were read and approved as printed.

Present: Richard McLeon, Chad Rupp, Chris Terhune, Leighton Ayers, Taylor Cable, Nate Burns, Scott Briand, Kathy Lewis, Carrie Borell, Rebecca Campbell, Diana Kuhlman, Jocelyn Walker, and Cindy Fuentes Ummel.

Absent: Kasey Jenkinson, Ben Mann, Dal Hawkinson, Myron Seib, Kevin Bradstreet, Dellon Shelton, Blake McVicker, Micheal Pollock, and Ann Jennings.

Guest: Bill Glynn From KEC

Truck report of inspections:

105	Taylor Cable	OK
110	Blake McVicker	OK
112	Leighton Ayers	OK
123	Micheal Pollock	OK
132	Taylor Cable	OK
135	Nate Burns	OK
136	Chris Terhune	OK
143	Scott Briand	OK
145	Dal Hawkinson	OK
150	Dellon Shelton	OK
173	Chad Rupp	OK
191	Micheal Pollock	OK
200	Dellon Shelton	OK
201	Blake McVicker	OK
305	Blake McVicker	OK
2401	Myron Seib	OK
2402	Chris Terhune	OK

Trailer and Equipment report of inspections:

502	Myron Seib	OK
507	Myron Seib	OK
515	Myron Seib	OK
504	Myron Seib	OK
505	Chris Terhune	OK
508	Chris Terhune	OK
509	Chris Terhune	OK
513	Chris Terhune	OK
516	Chris Terhune	OK
700	Chris Terhune	OK
701	Chris Terhune	OK
702	Chris Terhune	OK
512	Scott Briand	OK
514	Scott Briand	OK

Warehouse, building, and pole yard inspections:

Ness City Warehouse	Myron Seib	OK
Ness Pole Yard & Transformer Dock	Myron Seib	OK
Warehouse	Scott Briand	OK

Pole Yard & Transformer Dock
Office

Scott Briand OK
Diana Kuhlman OK

Personal Tools: All Passed

Gloves Monthly Test Results: All Passed

Line Hoses Annual Test Results: N/A

Blankets Annual Test Results: N/A

Sleeves Quarterly Test Results: N/A

Substation and Regulator Report:

- ♦ Leighton Ayers: All substations have been inspected this month. One 34.5 arrester went bad in the Ransom substation was removed from the transformer, will be replaced when substation can be taken out of service.

PCB Report: None to Report

Line Clearance: City of Ness City, City of Utica, City of McCracken.

Accident and Near Misses: Discussion was held about carpet in doorway between receptionist office and the work room. Possibly installing a carpet bar in the doorway.

Old Business: Nothing to report on.

New Business:

- ♦ Richard McLeon: Annual Meeting date set for July 15th, 2025. Discussion was held on Floating Holiday Policy. If you use unit 105, please turn in fuel receipts and do not leave them in the center console. The board approved a 1.59% budget increase. Wholesale power cost increase by 3.1% in 2025. The Hineman tower contract is due to expire in April of 2025. Looking into options for the tower in 2025. A radio repeater and antenna to be added to Sunflower tower for better coverage and redundancy.
- ♦ Carrie Borell: Discussed cyber security statistics, examples were shared and how we should react to attacks.
- ♦ Rebecca Campbell: Discussed workflow and service order changes.
- ♦ Diana Kuhlman: The Christmas party will be on December 20th from 11:00am to 1:00 pm. The 401K authorization forms have been given out and need returned to Diana with any changes please.
- ♦ Jocelyn Walker: Capital Credit retirements sent out by December 1st.
- ♦ Chris Terhune: Special guest Bill Glynn from KEC Cyber Security covered several possible hacker attack methods, ways to prevent their attacks. He explained that 1 of 16 attacks are in the electrical industry. Richard asked about data blockers, Bill recommended them (cheap assurance) he said. Kathy asked about password keepers on phones. Bill doesn't recommend using them. Bill gave great examples on how to protect the company from cyber-attacks.

Meeting adjourned.

Chris Terhune
Safety Coordinator

Carrie Borell
Safety Administrator

LANE-SCOTT ELECTRIC COOPERATIVE, INC.

SAFETY COUNCIL COMMITTEE MEETING

November 15, 2024

Leighton Ayers called the meeting to order at 12:55am.

Minutes were read: Leighton Ayers made a motion to approve the June 20th minutes with amendments and Carrie Borell seconded. Minutes were read and approved.

Present: Richard McLeon, Chris Terhune, Leighton Ayers, and Carrie Borell

Old Business:

Chris Terhune:

- ◆ Demo trailer completed.
- ◆ RESAP On-Site Observation Corrective Actions Reviewed
 - Employees can accomplish routine procedures and substation switching protocols. Ben Mann and Nate Burns working on this project.
- In Progress –Switching and backfeed procedures for Twin Springs substation and all substations with critical load supply.**
- ◆ Follow Up:
 - Taylor Cable is starting book 2 test 4 in the Dennis Merchant Program.
 - Contractor guide amendment updates are completed.
 - Fire Alarm Specialist contract for elevator radio fire communicator was approved. Because of cost we will start with the office. Shop fire alarm communication discussed for future budgeting.
 - Lineman walk-thru gate requires a heavier magnetic hardware.
 - Radio tower signal range and upgrades Dal Hawkinson updated on:
 - Twin Springs Sunflower Tower Share – Coordinating on Sunflower tower and S&T fiber connections.
 - Hineman Land Tower Relocation - Still under contract and will be revisited at contract renewal.
 - McLeish Tower Relocation – Not cost effective.
 - Western's Electric Tower Share – Determined there was nothing close enough that would benefit our service territory.
 - McCracken Radio Signal Issues – Researching options for signal strength.
- ◆ Fire Alarm Specialist visual fire strobe alert, heat sensors, and audio alarm upgrade will need a work plan for **2026** budget to effectively distribute cost.
- ◆ Digital forms 99% completed: Remaining skidster form to do and then after that any other forms upon request if needed.
- ◆ Emergency Action Plan COVID procedure completed and updated plan.

Richard McLeon:

- ◆ New Trustee Safety Policy: Revisit with consideration of the document hierarchy throughout the company during work situations and reporting, current trustee policy referencing safety manual, policies, procedures, guidelines during incident reviews, and employee trainings to include or reference within the new safety policy.
- ◆ Ham radio backup as an alternative backup option was determined not feasible at this time.

New Business:

- ◆ Safety Program 2024 Budget Report: Chris will get invoices on lanyards, harness, and demo trailer expenses to update the budget report.
- ◆ EAP: Suggested amendments were reviewed:
 - Rattlesnake Vaccination: Determined not to add because is not manageable with the vaccination accessibility varying from year by year throughout hospitals.
 - EAP Location - Page 4: Inserted EAP digital and paper location in building.

- Chain of Command - Page 7: Reviewed and determined process is fine as it is. “Highest authority and command are delegated to the highest-ranking employee on the disaster site.”, “Until the supervisor arrives to take control.” “Supervisor will take control of any emergency
- Office Help Emergency Alert - Page 9: Inserted process of radio alert.
- Crisis Communication Plan – Page 29: Ann Marie Jennings will provide updated version.
- Mutual Aid – Page 44: Agreed to add verbiage stating that the General Manager, Operations Manager, and any designated person shall be responsible when to determine the need for mutual aid and for contacting KEC.
- Public Information Officer Contacts: Determined not to add for legality purposes.

Chris Terhune:

- ◆ Lanyards changed and no longer use retractable lanyards.
- ◆ Crimpers have been received.
- ◆ OSHA 10-hour training completed by Dellon Shelton, Taylor Cable, and will schedule retail next.
- ◆ Hallway door by board room door is leaking badly.
- ◆ Crew visits done in November and will be quarterly starting in 2025.

Richard McLeon:

- ◆ Asset Maintenance Program: Cooperative Building Solutions contract signed and is waiting until further notice from vendors.
- ◆ Substation program: Power Engineering contract has been signed and waiting until further notice from vendors.
- ◆ OSHA Sharp Program: Chris reported he will confirm, but most likely cannot reapply until 2026. A review of suggested improvements and completion of the OSHA Safety and Health Management Program Plan will be planned for 2025 project.
- ◆ Wildfire Mitigation Plan: Contract has been signed and waiting until further notice from vendors.

Meeting adjourned

Chris Terhune
Safety Coordinator

Carrie Borell
Safety Compliance Coordinator