



To: **Board of Trustees and Attorney**

A regular meeting of the Board of Trustees has been scheduled for March 24, 2025, at 7:00 p.m.

## **DRAFT**

### 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 Manager / CEO Report
  - a. Policy 203 Discussion
  - b. GM / CEO Expense Reports
9. Old Business
10. New Business
  - a. Communications and Annual Meeting Update – Ann Marie Jennings
  - b. Annual Meeting Caterer and Gifts
  - c. Nominating Committee Selection
  - d. General Manager / CEO Succession Planning
11. Safety Program Report
12. Executive Session (if requested).
13. Adjourn

### Upcoming Events:

Sunflower Board of Trustees meeting	Hays	Apr. 16
Office Closed – Good Friday		Apr.18
LSEC Board of Trustees meeting	Dighton	Apr. 28
KEC Board Meeting		May 7-8

**MINUTES OF THE REGULAR FEBRUARY 2025  
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, February 24, 2025, in the offices of the cooperative at 410 South High Street, Dighton, Kansas. President Richard Jennison called the meeting to order at 6:59 p.m. In addition to President Richard Jennison, the other trustees in attendance were: Rad Roehl, Gerome Copeland, Randy Evans, Eric Doll, Susan Nuss, Chad Griffith, James Jordan and Craig Ramsey. Also present Richard McLeon IV, Scott Briand and Joseph Gasper, Attorney.

**PURCHASING/ RETAIL DEPARTMENT UPDATE**

Scott Briand presented an update on the Purchasing and Retail Departments. Highlights of his presentation are as follows:

- Lead times for 2025 are expected to be similar to 2024. Lead times for poles have improved and are generally two weeks. Many of the other items are brand dependent so different suppliers have been used.
- Pricing for materials are expected to increase in the first quarter. Transformers are improving lead times and pricing.
- The iron poles have about an eight-week lead time.
- Overall, Scott is optimistic on material availability in the near future.
- Generac has had over \$100,000 in sales the past three years. 20 units were sold in 2024 with the total sold since 2020 is 75 units. The margins on the units are approximately 13%.
- There are 105 annual service agreements which is up over 30 in 2024. The warranty work has proven to be profitable as well.
- The Retail Department had \$590,880 in gross non-operating margin for 2024. The margin percent was 35.2% for the year.
- The new electric PO system has been implemented and has provided good data. This also allows the use of NISC for quotes to vendors.

Scott left the meeting upon completion of his presentation.

**MINUTES OF PRIOR MEETING**

President Jennison called for action on the minutes of the prior meeting held on January 27, 2025. *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 provided an update on the revised schedule on the Salmans court case.

## **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.

Craig Ramsey added that there was not a lot of opportunity to meet with legislators as they were busy with committee meetings.

Manager McLeon added that not many relevant bill have been introduced and those that have been introduced do not appear to be concerning.

## **MANAGER'S REPORT**

Manager McLeon commented on the following matters:

- The credit card statements were presented to the Trustees for review.

- The Manager expense report was presented to the Trustees for review.
- Revenues are up (odd for January) and wholesale power costs are down (also odd). This has produced \$5,867 in Operating Revenues when January typically averages a \$16,914 loss (since 2016). Also, Distribution Revenues are up \$11,712 over last year and \$51,988 over the 5-year average.
- Reliability was good with only a few major storms in January. However, there were two Power Supplier outages which accounted for 683 (or 83%) of the 820 total consumer outage hours.
- Safety remains a top priority with no incidents reported.
- The average cost per kWh was \$0.1234. Wholesale Power cost averaged \$0.0567 and accounted for 45.95% of the revenue collections.
- Revenues are 5.88% (\$81,125) above January 2024 and 1.75% above the 2019-2024 average.
- kWh sales are 13.5% above Jan 2024 and 5.02% above the 2019-2024 average.
- The total cost of wholesale power was 6.7% below Jan 2024 and 3.2% below the 5-year average. Wholesale power accounted for 53.5% of the 2024 total LSEC billing.
- Small Commercial drove most of our increases with just over \$100,00 in sales over Jan 2024.
- CFC has scheduled a Strategic Planning session November 4-5 with Jim Gossett as the facilitator.
- The \$370.73 Report from February 2-4 is for the KEC Winter Conference. This included the KCRE Annual Meeting, a KEC Board Meeting, and the Legislative Reception in Topeka, KS.
- The Board approved a Per Diem of \$102.00 for Feb 19-20 which included the 2/19 Sunflower Board Meeting and the 2/20 KEC Managers Meeting in Topeka. Extreme cold weather caused the Sunflower meeting to move to 100% TEAMS and Manager McLeon withdrew from the Managers Meeting. He has refunded the Cooperative the \$102.00.
- Cash Balance - \$7,159,504.
- The Rolling 12-month Metrics are as follows: TIER – 2.34 (1.25 min.), OPTIER – 1.64 (1.1 min.), DSC – 1.42 (1.25 min.), ODSC – 1.31 (1.1 min.), MDSC – 1.41 (1.35 min.)
- Power Systems Engineers has completed their inspection of all LSEC Substations and is preparing new inspection and maintenance criteria.
- Dal met with Scott Boone from Summit Utilities about a 4-6 meg load on the Wheatland Interconnect. This load is a gas reclamation station like the Conine project.
- An external cybersecurity assessment has been conducted to evaluate the security posture of our external public accessible systems and networks to identify potential vulnerabilities, assess existing security measures, and receive recommended improvements to strengthen defenses against external cyber threats. The assessment meets the industry-standard

frameworks CIS-TOP18 (Center for Internet Security's Top 18 Critical Security Controls) and NIST (National Institute of Standards and Technology) Cybersecurity Framework guidelines.

- Out of the seven concerns reported there were two previously in process to be resolved. Two of the resolutions simultaneously resolved two other items. This left three recommendations to consider. No penetration into the internal network system was possible. The vendor reported that our report was very good. They had to look extremely hard and dig deep to find anything to write up.
- A Brute Force Attack targeted at a local cooperative resulted in approximately 33 million individual access attempts believed to be from technical "bots" and/or Artificial Intelligence techniques attempting to access existing and non-active accounts. The company mitigations prevented and avoided a compromise.
- Chris is working with Carrie on improving all digital inspection forms on safety amp. He also attended OSHA 30-hour training in Wichita for certification and reviewed amendments to Emergency Action Plan.
- Ann Marie is preparing the 2025 Annual Meeting and Nominating Committee information. She has requested the Chad, Rad, and Eric announce their intent whether to run for re-election by the March Board Meeting.
- Testing and Finalized the New Bill Print took a good portion of time in January, and LSEC was able to run the new bill print in February.
- Youth Tour and Leadership Camp deadline was Feb. 1. LSEC received 6 applications, and the winners are: Emma Petersilie of Ness City, Maggie Hineman, Scott City, Maelyn Berndt, Dighton, Alliah Garza, Bazine, and alternate Lyssa Beesley, Dighton.

## **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. Utica May Day

- LSEC has supported the Utica May Day Celebration with a \$250 donation and approved that donation amount in the budget. The middle donation level has been increased to \$300. Staff requests the Board to approve increasing the 2025 Utica May Day Contribution from \$250 to \$300.
- *A motion to increase the 2025 donation to the Utica May Day Celebration to \$300.00 was made, duly seconded, and carried.*

2. Hineman Tower Renewal and Ground Lease

- Attorney Gasper reviewed the proposed Hineman Tower ground lease. The term was increased to seven years and the rate increased to \$1,000.00 per year. The remaining terms were unchanged.
- *A motion to approve the proposed Hineman Tower Ground Lease as presented to the Board was made, duly seconded, and carried.*

**ADJOURNMENT**

*A motion to adjourn the meeting was made, seconded, and carried at 8:03 p.m., on Monday, February 24, 2025.*

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# Accounts Payable Check Register

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02/11/2025 To 03/11/2025

Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
3474 02/11/2025	WIRE	586	NETWORK COMPUTING SOLUTIONS	Tech & Cyber Service	366.19
3477 02/11/2025	WIRE	1160	S&T TELEPHONE COOP ASSN.	Monthly Statement	873.44
3473 02/12/2025	WIRE	586	NETWORK COMPUTING SOLUTIONS	Software Renewal	113.93
3476 02/12/2025	WIRE	124	GOLDEN BELT TELEPHONE	Monthly Statment	409.10
52441 02/14/2025	CHK	1	KMSC	2025 Member Dues	200.00
52442 02/14/2025	CHK	1	MINNESOTA DEPARTMENT OF COMME	Minnesota Unclaimed Property	122.67
52443 02/14/2025	CHK	1	NESS CITY FUN RUN	Ness City Fun Run Donation	100.00
52444 02/14/2025	CHK	1	NEW MEXICO TAXATION & REVENUE	New Mexico Unclaimed Property	1,446.51
52445 02/14/2025	CHK	1	OKLAHOMA STATE TREASURER	Unclaimed Property Div	25,233.57
52446 02/14/2025	CHK	1	SD STATE TREASURER-UCP	South Dakota Unclaimed Property	26.68
52447 02/14/2025	CHK	1	STATE OF NEBRASKA	Nebraska Unclaimed Property	11.97
52448 02/14/2025	CHK	1	TREASURER STATE OF IOWA	Iowa Unclaimed Property	69.74
52449 02/14/2025	CHK	1	UNCLAIMED PROPERTY SECTION	Wisconsin Unclaimed Property	282.21
52450 02/14/2025	CHK	1	WYOMING STATE TREASURER'S OFFIC	Wyoming Unclaimed Property	226.34
52451 02/14/2025	CHK	20	BASIN ELECTRIC POWER COOP	Jan 2025 Dispatch Fees	2,123.66
52452 02/14/2025	CHK	25	LANE-SCOTT ELECTRIC COOPERATIVE,	Payroll Transfer	57,500.00
52453 02/14/2025	CHK	40	KANSAS ELECTRIC COOPERATIVES	Monthly Dues	11,248.78
52454 02/14/2025	CHK	79	POSTMASTER	Postage-Newsletter	132.98
52455 02/14/2025	CHK	105	CITY OF NESS CITY	January Pay Station	6,101.10
52456 02/14/2025	CHK	135	CITY OF BAZINE	Franchise Fee	1,841.38
52457 02/14/2025	CHK	145	BUMPER TO BUMPER OF NESS CITY	Exhaust fluid #2401	31.40
52458 02/14/2025	CHK	220	LANDIS+GYR TECHNOLOGY, INC	SaaS for May 2024, Jan 2025 tech studio	3,361.46
52459 02/14/2025	CHK	269	ANIXTER INC	Clothing Allowance-Taylor Cable	225.57
52460 02/14/2025	CHK	355	VIRGINIA TRANSFORMER CORP	Transformer-ONEOK	177,470.40
52461 02/14/2025	CHK	370	U.S. PAYMENTS, LLC	Kiosk fee	5.90
52462 02/14/2025	CHK	380	GRAINGER	Tools	357.84

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Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
52463 02/14/2025	CHK	427	DIGHTON HERALD LLC	Advertising	266.05
52464 02/14/2025	CHK	544	FIRST WIRELESS, INC.	Single Unit Charger	88.24
52465 02/14/2025	CHK	552	HIGH POINT NETWORKS, LLC	Hyper V Review & Admin Process	287.50
52466 02/14/2025	CHK	576	NESS COUNTY REGISTER OF DEEDS	Ness County Easment filings	693.00
52467 02/14/2025	CHK	903	NISC	Monthly Statement	16,184.50
3475 02/18/2025	WIRE	1229	SCHABEN SANITATION	Monthly Statment Dighton	561.42
3472 02/20/2025	WIRE	586	NETWORK COMPUTING SOLUTIONS	Network Services	284.81
52468 02/20/2025	CHK	790	SUNBELT SOLOMON	TRANSFORMERS	40,003.96
3471 02/25/2025	WIRE	586	NETWORK COMPUTING SOLUTIONS	Software	320.81
3478 02/25/2025	WIRE	263	KS DEPT OF REVENUE - SALES TAX	Sales Tax	25,267.96
3479 02/25/2025	WIRE	264	KS DEPT OF REVENUE - USE TAX	Use Tax	12.35
3486 02/27/2025	WIRE	1290	WEX BANK	Fuel Invoice	308.65
3487 02/27/2025	WIRE	101	ATMOS ENERGY	Monthly Invoice	304.48
52469 02/27/2025	CHK	1	UTICA MAY DAY COMMITTEE	Utica May Day Donation	300.00
52470 02/27/2025	CHK	25	LANE-SCOTT ELECTRIC COOPERATIVE,	Payroll Transfer	58,000.00
52471 02/27/2025	CHK	40	KANSAS ELECTRIC COOPERATIVES	High Impact Leadership Training-Kasey	5,750.00
52472 02/27/2025	CHK	105	CITY OF NESS CITY	Monthly Invoice	55.35
52473 02/27/2025	CHK	107	CINTAS CORPORATION #449	Monthly Invoice-Dighton	498.18
52474 02/27/2025	CHK	150	CHRIS TERHUNE	OSHA 300-Wichita Hotel and mileage	877.22
52475 02/27/2025	CHK	160	SHULL OIL COMPANY	Monthly Fuel Invoice	4,543.94
52476 02/27/2025	CHK	392	TRUCK CENTER COMPANIES	Belt for #150	2,969.70
52477 02/27/2025	CHK	546	AEF TRUST	Radio Tower Land Lease	1,000.00
52478 02/27/2025	CHK	584	MID-STATES MATERIALS, LLC	Rock for Dighton north lot	204.38
52479 02/27/2025	CHK	803	ALTEC INDUSTRIES, INC	Truck #200	51.95
52480 02/27/2025	CHK	1225	CINTAS CORPORATION	Ness City	191.31
52481 02/27/2025	CHK	1285	TIFCO INDUSTRIES	Monthly Invoice	177.47



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Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
52482 02/27/2025	CHK	1293	DAL HAWKINSON	Tech Advantage	301.00
52483 02/27/2025	CHK	294	AIRGAS USA LLC	Nitrogen-substations	145.12
52484 02/27/2025	CHK	442	QUADIENT INC.	Postage Machine	574.93
52485 02/27/2025	CHK	803	ALTEC INDUSTRIES, INC	Truck #191	1,009.85
52486 02/27/2025	CHK	1225	CINTAS CORPORATION	Monthly Invoice-Dighton	1,213.53
3484 02/28/2025	WIRE	183	HIBU INC	Yellowbook Ad	17.00
3485 02/28/2025	WIRE	1239	CULLIGAN OF DODGE CITY	Monthly Invoice	118.83
3483 03/03/2025	WIRE	586	NETWORK COMPUTING SOLUTIONS	Outside Services-IT	6,938.88
3481 03/04/2025	WIRE	44	NEX-TECH WIRELESS, LLC	Monthly Invoice	930.36
3482 03/04/2025	WIRE	1187	MIDWEST ENERGY	Monthly Invoice	331.91
3480 03/07/2025	WIRE	1267	AFLAC	Monthly Premiums	1,603.74
3488 03/07/2025	WIRE	168	ONLINE INFORMATION SERVICES, INC	Credit Reporting Invoice	43.50
3489 03/10/2025	WIRE	18	CITY OF DIGHTON	Monthly Invoice	1,396.05
3491 03/10/2025	WIRE	468	U.S. BANK	Monthly Credit Card Invoice	11,730.66
3490 03/11/2025	WIRE	1160	S&T TELEPHONE COOP ASSN.	Monthly Invoice	872.47
3492 03/11/2025	WIRE	1224	NRECA RETIREMENT & SECURITY	NRECA RS - Group Ins	60,583.60
3493 03/11/2025	WIRE	62	NRECA GROUP BENEFITS TRUST	NRECA Grp 1 - March Group Ins	2,847.91
3494 03/11/2025	WIRE	180	NRECA	NRECA Grp Adm Fee-Grp Ins Adm Fee	247.37
52487 03/11/2025	CHK	1	KSSG	Dues	100.00
52488 03/11/2025	CHK	1	NATIONAL CHILD ID PROGRAM	Child ID Kits-Annual Mtg	514.50
52489 03/11/2025	CHK	40	KANSAS ELECTRIC COOPERATIVES	Monthly Invoice	3,507.38
52490 03/11/2025	CHK	55	NESS COUNTY NEWS	Advertising	419.60
52491 03/11/2025	CHK	73	STANION WHOLESALE ELEC CO INC	SUB MATERIAL	18,291.80
52492 03/11/2025	CHK	79	POSTMASTER	Postage-Newsletter	126.44
52493 03/11/2025	CHK	107	CINTAS CORPORATION #449	Monthly Invoice-Ness City	92.54
52494 03/11/2025	CHK	117	NESS CITY FARM & FEED	Monthly Invoice	14.26

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Bank Account: 2 - FIRST STATE BANK

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
52495 03/11/2025	CHK	145	BUMPER TO BUMPER OF NESS CITY	Monthly Invoice	1.86
52496 03/11/2025	CHK	150	CHRIS TERHUNE	KEC Safety Summit	102.00
52497 03/11/2025	CHK	187	S&W SUPPLY DIVISION	Monthly Invoice	98.32
52498 03/11/2025	CHK	218	SPENCER PEST CONTROL	Pest Control	54.25
52499 03/11/2025	CHK	238	ILLINOIS MUTUAL	Premiums	54.24
52500 03/11/2025	CHK	269	ANIXTER INC	SUBSTATION MATERIAL	10,598.28
52501 03/11/2025	CHK	306	BORDER STATES INDUSTRIES INC	METERS	50,277.07
52502 03/11/2025	CHK	380	GRAINGER	STRAPS	619.14
52503 03/11/2025	CHK	387	WESTERN FUEL & SUPPLY	Monthly Fuel Invoice	830.26
52504 03/11/2025	CHK	395	DOLLAR GENERAL - REGIONS 410526	Monthly Invoice	108.84
52505 03/11/2025	CHK	417	SUNFLOWER ELECTRIC POWER COOP	Shallow Water Study Deposit Fee	600.00
52506 03/11/2025	CHK	446	COLEEN'S TROPHIES AWARDS & GIFTS,	Name Plates for Directors	45.00
52507 03/11/2025	CHK	503	RWW RESTORATION LLC	3 Phase Lay Out Arms	3,344.85
52508 03/11/2025	CHK	511	AXIO GLOBAL, INC	1 year subscription	943.74
52509 03/11/2025	CHK	520	CENTURY BUSINESS TECHNOLOGIES, I	Copiers	329.63
52510 03/11/2025	CHK	537	CONSTELLATION NEWENERGY-GAS DI	Monthly Invoice	1,238.26
52511 03/11/2025	CHK	578	L&R LAWN CARE & SUPPLY	Monthly Invoice	112.92
52512 03/11/2025	CHK	587	TAYLOR CABLE	Taylor -CDL	26.00
52513 03/11/2025	CHK	599	MITCH'S TRASH SERVICE	February Trash-Ness City	75.00
52514 03/11/2025	CHK	773	BRETZ, INC.	Credit for truck #200	1,871.66
52515 03/11/2025	CHK	1016	KANSAS ONE-CALL SYSTEM INC	Locate fees	46.55
52516 03/11/2025	CHK	1030	THE SCOTT COUNTY RECORD	Subscription	312.33
52517 03/11/2025	CHK	1243	TRI-CENTRAL OFFICE SUP-HAYS	Monthly Invoice	78.09
52518 03/11/2025	CHK	1244	PROTECTIVE EQUIPMENT TESTING	Gloves-Tested	117.00
52519 03/11/2025	CHK	1248	COMPLIANCE ONE	Drug & Alcohol Testing	406.00

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**Accounts Payable  
Check Register**

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**Bank Account: 2 - FIRST STATE BANK**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total Payments for Bank Account - 2 :					(103) 635,350.57
Total Voids for Bank Account - 2 :					(0) 0.00
Total for Bank Account - 2 :					(103) 635,350.57
Grand Total for Payments :					(103) 635,350.57
Grand Total for Voids :					(0) 0.00
Grand Total :					(103) 635,350.57



## Board Meeting Summary

February 19, 2025

### CURRENT ACTIVITIES

#### *Vice-President Search Timeline*

The talent search for the two open vice president positions is in progress. Final, in-person interviews for both the vice president of human resources and vice president of member solutions and communications positions will be held next week February 26 to 28.

### PRESIDENT'S REPORT

#### **Generation, Power Supply, and Market Affairs**

##### *Clifton Repair/Replace Update*

Staff presented the project structure for the Clifton replacement project. The engineer, procure, and construct (EPC) contractor, Frank Lill & Son (FLS), will be responsible for designing the plant, procuring the equipment, and constructing the facility. Staff are currently developing an initial EPC contract template and expect to begin negotiations with FLS soon, which will likely take two to four months to finalize and execute.

We opted to bid out an owner's engineer to serve as an independent advocate for Sunflower on the project with the primary responsibility of overseeing the work performed by the EPC contractor during the design and construction phases of the project. In the meantime, Sunflower engaged with Black & Veatch to provide short-term owner's engineering support prior to completing the RFP process.

Lastly, Sunflower conceptually agreed to a five-year capacity contract with LongRoad Energy's 300 MW, 1,000-mile solar project starting in 2027—contingent on our ability to procure transmission service from the resource to our load.

**Board Action:** The Sunflower Board voted and approved Sunflower staff to negotiate a 15-to-20-year contract with LongRoad Energy.

#### **Transmission Planning and Policy**

##### *Member Load Capacity Study*

Sunflower's monthly load capacity study provides Members with projections of available transmission capacity (ATC) to support discussions around load and provide a conservative estimate of load capacity at each transmission substation. The 2025 Southwest Power Pool (SPP) Integrated Transmission Planning (ITP) models showed voltage levels decayed across the SPP region, which resulted in a significant drop in ATC for Sunflower members. The challenge is the current study assumptions are too conservative to protect firm load service. The new method relies on our conventional generation to boost load service. Overall, the new load capacity numbers increased by a significant amount across the system. As for the risks, there may be unlikely operational scenarios, such as forced generation outages during the summer peak, that are not identified as reliability limitations.

##### *ITC Negotiations*

ITC owns 16,000 miles of transmission line, of which 470 miles is in the Sunflower zone. In the last four years, Sunflower billed ITC for 26,116 hours (equivalent to four full time employees) for substation maintenance, line maintenance, meetings/trainings, and more. Sunflower's operations and maintenance hourly charge will increase from the current value of ~ 9% to a rate equal to the ITC rate of return on transmission investments in Kansas (12 - 15%).

For the new Federal Energy Regulatory Commission (FERC) Order 1000 project between Elm Creek to Tobias (Nebraska), ITC agreed to have Sunflower join the bid at zero out of pocket cost (savings of \$500,000). If we win the bid together, Sunflower will have the option to own up to 50% of the project and Sunflower can recover their rate of return on the investment for the portion built in Kansas.

## Technology Services

### *Technology Pilot Study Follow-Up*

In the *Evolution of Sunflower's Physical Security Leveraging Artificial Intelligence* pilot, staff implemented and tested two physical security system deployments at the Barber and Bluff Creek substations. They utilized artificial intelligence (AI), machine learning, and deep learning technologies to interpret, analyze, and make informed decisions using camera data and radar system technology. Specifically, this technology was used to detect, classify, and track suspicious individuals and vehicles around substation perimeters, and notify key personnel when "targets of interest" are detected.

Study results show the AI aspect of security system deployments is intriguing but has a lot of room to grow. Sunflower is planning to evaluate the viability of other vendor technologies in the AI space and consider future technology implementations as the technology matures and becomes more effective. Staff will also consider installing security system capabilities (in a cost responsible fashion) for additional substation locations that don't have surveillance technology in place based on priority.

## Financial Services

### *December Financials*

Overall, Member loads were down 0.2% from budget for the month and down 1.23% from budget year to date. Large industrial loads were down 4.43% from budget for the month and down 6.77% from budget year to date. Operation and maintenance expenses were down 34.04% from budget for the month and up 2.71% from budget year to date.

### *NRUCFC Line of Credit*

Currently, Sunflower has approximately \$50 million of liquidity, but we also have several high capital cost projects on the horizon, including the Clifton replacement, Holcomb to Sidney line build, and the Russell Solar project. These projects, along with general operational costs, increase the need for additional liquidity that will likely require tapping into the private placement market.

Fitch analyzes multiple things during the credit rating process, including liquidity (cash and committed lines of credit). Sunflower currently has two lines of credit in place, the first being a \$150 million syndicated facility and the second is a \$35 million uncommitted line of credit with CFC. To meet Fitch's minimum liquidity metrics and maintain strong liquidity (capital expansion), we need to convert the \$35 million uncommitted line of credit to a \$75 million committed line of credit. Successfully getting a credit rating could impact financing costs for the Clifton and Holcomb to Sydney projects.

**Board Action:** The Sunflower Board voted and approved Sunflower staff to extend the existing \$35 million line of credit for the lessor of three months or until a new \$75 million facility is in place.

### *Rate Design Study*

Sunflower staff is working with Power System Engineering (PSE) on the 2025 Sunflower rate study. The project plan includes 1) evaluating Sunflower's wholesale member rate (WHM) by completing a cost-of-service study; 2) comparing the cost structure to the rate structure; 3) investigating CP rates, NCP rates, and time variant energy pricing; 4) evaluating advantages and disadvantages in light of Sunflower strategic goals and industry transformation; and 5) evaluating the impact of potential changes. This year's rate study will focus on seasonality, non-coincident peak rates, and time-of-use rates. Rate changes will need to be approved at the September 2025 Board meeting to be included in the 2026 budget.

### *Russell Solar Project Costs*

The Sunflower Electric Solar at Russell project is nearing substantial completion. Sunflower staff is negotiating an operation and maintenance (O&M) agreement with Pearce Renewables to operate the facility. We plan to sell the facility

to CoBank and execute a lease agreement to maximize the value of the Investment Tax Credit (ITC). To ensure we capture all costs eligible for the ITC, Sunflower needs Board approval for all costs associated with the project. To date, the Board has approved \$41,278,074, and the current and projected costs totals \$42,084,274.

**Board Action:** The Sunflower Board voted and approved \$806,200 of unapproved project costs to facilitate accurate project accounting for Investment Tax Credit benefit.

## **Member Solutions and Communications**

### *Member Solutions Report and Department Introductions*

Department staff have been evaluating the role of the department, current and future Member needs, changes in expectations, and the best direction of the department moving forward. With the new year, the number of Member requests and projects has increased, including the need for educational and training opportunities. Last fall, Sunflower welcomed Diane Lewis and Kayla Hickel in their new roles as member relations directors. They made Member visits and will soon be working directly with the Members on a variety of projects.

## **Legal**

### *DEPCOM*

Sunflower staff amicably negotiated and resolved the construction issues with DEPCOM on the Russell Solar project.

Sunflower Electric Power Corp. - February 2025, Member Billing Summary								
WHM - MEMBER REVENUE	Lane-Scott	Pioneer	Southern Pioneer	Prairie Land	Victory	Western	Wheatland	Total
Demand Coincident Peak, kW	20,676	109,482	108,577	88,332	143,082	51,187	115,841	637,177
Demand NCP, kW	22,680	90,080	112,331	101,022	154,351	53,331	119,433	653,228
Wholesale Energy Usage, kWh	12,883,539	68,550,171	60,428,034	47,115,628	79,178,343	29,135,976	58,077,514	355,369,205
RTP Marginal Usage, kWh			1,635		(65,010)			(63,375)
Coincident Peak Load Ratio Share, %	3.20%	17.20%	17.00%	13.90%	22.50%	8.00%	18.20%	100.00%
Coincident Load Factor, %	92.70%	93.20%	82.80%	79.40%	82.30%	84.70%	74.60%	83.00%
Metering Points	10	26	25	28	23	25	34	171
CP Demand Rate, \$/kW	7.36	7.68	7.36	7.36	7.36	7.36	7.36	7.41
NCP Demand Rate, \$/kW	3.24	3.24	3.24	3.24	3.24	3.24	3.24	3.24
CP Demand Charge, \$	152,175.36	841,293.04	799,126.72	650,123.52	1,053,083.52	376,736.32	852,589.76	4,725,128.24
NCP Demand Charge, \$	73,483.20	291,859.20	363,952.44	327,311.28	500,097.24	172,792.44	386,962.92	2,116,458.72
Demand Charge, \$	225,658.56	1,133,152.24	1,163,079.16	977,434.80	1,553,180.76	549,528.76	1,239,552.68	6,841,586.96
Energy Rate, ¢/kWh	0.7334	0.7190	0.7334	0.7334	0.7334	0.7334	0.7334	0.7306
Energy Charge, \$	94,487.88	492,873.86	443,179.20	345,546.02	580,693.97	213,683.25	425,940.49	2,596,404.67
RTP Marginal Usage Charge, \$			84.29		(3,305.96)			(3,221.67)
HLF Rider Net Charge, \$	5,765.58	3,364.65	(54,263.09)	21,084.93	(3,467.59)	13,038.80	14,476.69	-
EDR Rider Net Charge, \$	6,444.04	(66,642.61)	30,224.67	(37,945.49)	24,297.31	14,573.12	29,048.98	-
ECA Rate (ECA-02), ¢/kWh	2.1240	2.1240	2.1240	2.1240	2.1240	2.1240	2.1240	2.1240
ECA Charge, \$	273,646.37	1,456,005.63	1,283,491.44	1,000,735.94	1,681,748.01	618,848.13	1,233,566.40	7,548,041.91
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	3,264.51	17,768.35	15,468.96	12,355.02	18,223.10	7,090.80	18,735.73	92,906.47
Schedule 11 Regional	31,071.90	169,120.59	147,234.88	117,596.13	173,449.00	67,490.82	178,328.26	884,291.58
Schedule 11 Zonal	28,623.82	155,796.00	135,634.60	108,331.02	159,783.37	62,173.38	164,278.20	814,620.39
Schedule 12	1,766.68	9,615.83	8,371.46	6,686.26	9,861.93	3,837.38	10,139.36	50,278.90
Schedule 1a	5,431.21	29,561.39	25,735.89	20,555.19	30,317.98	11,797.04	31,170.85	154,569.55
Schedule 9 SEPC	97,877.09	532,733.14	463,792.72	370,430.09	546,367.70	212,597.40	561,737.46	2,785,535.60
Msc. Transmission	212.44	1,157.83	1,008.64	805.12	1,185.94	457.40	1,215.34	6,042.71
Transmission Charge, \$	168,247.65	915,753.13	797,247.15	636,758.83	939,189.02	365,444.22	965,605.20	4,788,245.20
Billing Adjustments, \$ (LRR Rider, PGS)		(57,175.36)	(378.28)	-	(137,142.92)		-	(194,696.56)
ECIR Credit, \$			(13,126.21)					(13,126.21)
Community Solar Adjustments, \$		225.66		53.02	(16.01)		(344.64)	(81.97)
Net Charges, \$ *	775,300.08	3,880,287.20	3,652,163.34	2,946,608.05	4,637,591.59	1,777,741.28	3,911,415.80	21,581,107.34
3-2-1 Credits, \$		(7,974.81)	(170.69)	(14,485.59)	(1,907.18)			(24,538.27)
Total Charges, \$	775,300.08	3,872,312.39	3,651,992.65	2,932,122.46	4,635,684.41	1,777,741.28	3,911,415.80	21,556,569.07
Average all-in ¢/kWh	6.018	5.649	6.043	6.223	5.860	6.102	6.735	6.067
Non-Member energy charges:				Basis for Changes from Previous Month				
Non-Member energy charges:	\$	\$/kWh						
10 West Cities	789,796.38	0.0573						
4 East Cities	102,868.75	0.0674						
KEPCo	157,954.13							
KMEA - EMP2 (Local Access)	90,924.15							
KMEA - City of Meade - (Local Access)	13,214.05							
AP & NH other contracted services	275,651.40							
KPP - OATT, L.A.C. & MA Charges	24,264.51							
Note:			↑ = Increase      ↓ = Decrease      ➡ = Little Effect					
* Victory and So. Pioneer numbers do not include the full requirement cities.								
10-Mar-25								

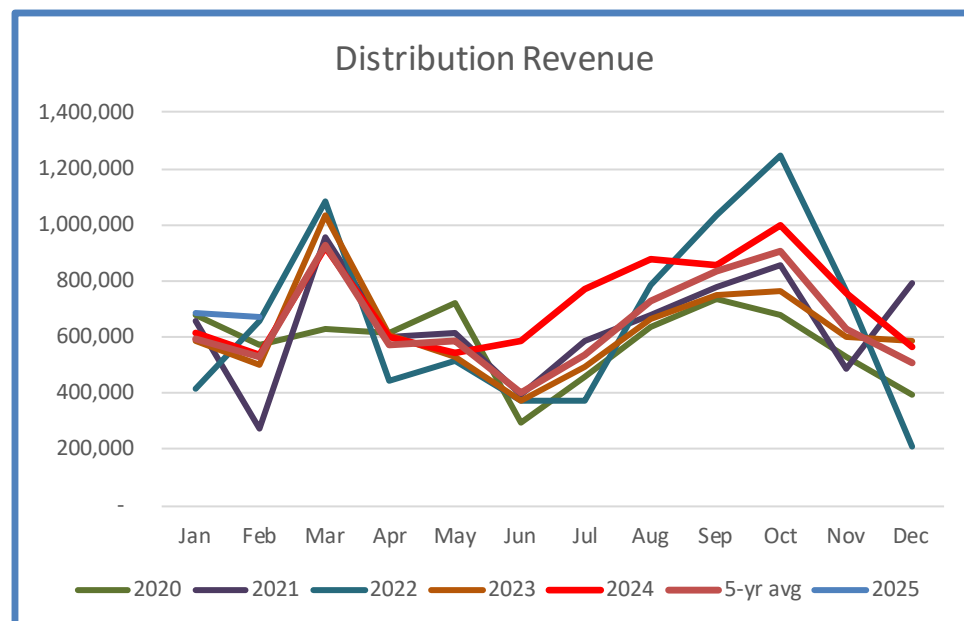
## 8. General Manager / C.E.O. Report

### Rates, Reliability, and Safety Dashboard

Executive Summary: We are starting well.

1. Revenues remain up and wholesale power costs are slightly. This has produced \$385,692 in Total Revenues with \$670,555 in Distribution Revenue.
2. Reliability was outstanding with only 2 consumer hours of outage time in February.
3. Safety remains a top priority with no incidents reported.

metric	2021	2022	2023	2024	2025	measures
SAIDI	8.19	3.36	1.64	6.67	0.14	Interruption DURATION / average for every member (hrs)
SAIFI	2.56	1.33	1.02	1.10	0.07	Interruption FREQUENCY / Average # of Interruptions per customer
CAIDI	3.20	2.53	5.60	6.07	2.00	Customer Avg Interruption Duration Index - IF you are out, how long (hrs).
ASAI	99.91%	99.96%	99.94%	99.92%	99.99%	Service Availability



- Credit Card records. (Are available for the Boards review.)
- General Manager Expense Reports.
  1. February 28, 2025. The \$37.44 expense is lunch with Dal Hawkinson. We periodically drive the system to look at construction projects, potential projects, and for coaching on leadership and interpersonal skills.



2. March 5 and 6, 2025. This is the KEC Board Meeting. The Board approved a Per Diem of \$102.00 at the January Board meeting. Travel and lodging totaled \$445.85 with \$295.40 due to GM / CEO.
  3. March 8-13, 2025. The NRECA Annual Meeting. The Board approved a Per Diem of \$473.00 at the January Board meeting. Travel and lodging totaled \$2,661.88 with \$756.47 due to GM / CEO.
  4. March 19-20, 2025. The SEPC Board (Hays) and KEC Managers Meeting (Topeka). The Board approved a Per Diem of \$102.00 at the January Board Meeting. The 3/19 blizzard moved the Sunflower Board Meeting to a TEAMS meeting, and I cancelled my RSVP to the Topeka meeting due to the storm. I have repaid the per diem to the Cooperative.
- Board Policy 203 Discussion. Management requests clarification on this policy.
  - Capital Expenditures. Year to Date budgeted capital expenses are posted for the Boards Review.
  - Departments / Sections. (Notable items are below. Full reports follow and are in the Supplemental file)
    - 1) Accounting and Finance.
      - The 2024 Financial Audit is well underway.
      - The Ad Valorem Property Tax report will be completed soon.
      - Transition and training for Cindi and Lillie is underway. Joselyn and Diana are doing a great job of making this difficult transition as smooth as possible.
      - Feb 2025 Operating Margin = \$129,498, Total Margin = \$385,692
      - Cash Balance - \$6,840,629
      - Rolling 12-month Metrics:
        - TIER – 2.75 (1.25 min.), OPTIER – 1.85 (1.1 min.), DSC – 1.56 (1.25 min.), ODSC – 1.47 (1.1 min.), MDSC – 1.57 (1.35 min.)
        - General Funds Level – 11.54%
        - Current Ratio – 2.64%
    - 2) Operations Report (Dal).
      - RSM meeting with KDEM and FEMA about July windstorm. We have submitted our invoices, time sheets, and material sheets and are waiting on FEMA for next steps.
      - Replaced secondary and the system neutral in Ransom, to be able to finish the tie-in to back feed.
      - Changed out 20 various poles.
    - 3) Information Technology and Cybersecurity (Carrie).
      - First week of employee training on Mosaic web software. This is used to build dashboards and custom reports for users according to their department functionalities. The customized dashboards provide a central data collection resource which will help users perform data analysis and provide data reporting to efficiently manage their department information daily or for timeframes as needed.
      - Performing a NISC Business Process Consultation of the iVue financials software processes to analyze the best practices that may be implemented to improve data accuracy, create efficient user processes, and develop reliable transitioning of data.

This includes implementing integrations of multiple software platforms to expand workflows across multiple departments.

- Administrator user log ins were segregated from the individual's daily user log ins. This will require separate logins according to the security level that is needed and will add additional cybersecurity measures to minimize risk of both the administrator access and the standard user access from simultaneously being compromised if an event were to occur.
- Penetration cybersecurity recommended projects were completed.

4) Safety (Chris).

- Working with Carrie on an Outline for Emergency Response Plan.
- Conduct Safety Coordinators Statewide round table discussion in Wichita.
- Attend the KEC Safety Summit in Wichita.
- Looking into options for Digital Tailgate Inspection Templates.

5) Communications (Ann Marie).

- Ann Marie is preparing the 2025 Annual Meeting, Trustee elections, and Nominating Committee information.
- Unclaimed Capital Credit List preparation for April.
- Farm Safety messages for April.

6) Human Resources (Diana).

- Gathered Audit information for auditors.
- Reviewed applications and set up interviews for Lineman/Apprentice Lineman
- Completed NRECA Compliance Audit and Non-Discrimination Testing Questionnaire.
- Completed & Submitted Sales and Use Tax.
- Completed my portion of the Ad Valorem Property Tax Return.

7) Retail Services / Warehouse Report (Scott).

- Generac. February was warranty claims and firmware updates. Two new units were installed, and 3 quotes issued.
- Electrician. Cold weather has Michael focused on completing inside jobs.
- Line Materials. Stocking levels remain good going into spring storm season.

Respectfully submitted,

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

## Policy 203 Discussion

Management requests clarification from the Board regarding the application of Board Policy 203 Director Compensation and Benefits for meetings requiring travel. Board members are retiring, and new Trustees are joining. The new Trustees have been, and will be, attending more training meetings with NRECA, KEC, and possibly other meetings such as CFC, NISC, or others. Considering the increased activity, management seeks clarification and consensus. The Policy states:

**POLICY:** Directors attending meetings for the Cooperative's benefit shall be compensated at the following rate:

- I. Per diem of \$350.00 per Formal Meeting Day.
  - a. Formal Meeting Day is defined as a meeting that is formally called to order to conduct business or a meeting that is one hour or longer in duration.
2. Per diem of \$50 per Informal Meeting Day.
  - a. Informal Meeting Day is defined as a meeting that is not formally called to order to conduct business or a meeting that is less than one hour in duration.
3. Attendance of either Formal Meetings or Informal meetings may be "in person" or virtually and compensation shall be the same rate for either attendance method consistent with this policy.
4. Trustees shall be compensated a rate of \$300 per travel day.
5. Subsistence allowance of up to \$150.00 per day or actual expenses.
6. Travel in personal cars for business purposes at the allowable IRS limit.
7. Hotel bills at actual cost.
8. Banquet and special luncheon tickets at actual cost.
9. Commercial transportation at actual cost.

A literal application of the policy is not consistent with the Boards traditional application of the Compensation policy. Management requests direction for the Board to assure the consistent and equitable application of Board Policy 203.

### For example:

- a. If a Trustee travels and attends a meeting on the same day, do they receive both meeting per diem and travel? If they do not submit receipts, do they also receive subsistence?
- b. If a Trustee travels one day, then attends meetings for two days, traveling again on the next day do they receive: 2 days travel, 2 days meeting per diem, and 4

days subsistence?

- c. Is subsistence paid for TEAMS meetings?
- d. If a Trustee doesn't claim subsistence and doesn't submit actual expenses, do we assume that's a no pay due?

Illustration:

scenario	NOTE: Chart does not include: Hotel bills, Banquet or special lucheon ticket costs or commercial transporattain (covered at cost)		compensation (per day)					Daily totals w/o IRS rate
			Per diem - formal	Per diem - informal	travel	substance (actual or)	POV	
			\$ 350	\$ 50	\$ 300	\$ 150	IRS rate	
1. Training / Board								
literal interpretation of Board Policy 203	2-day	travel and meeting	350		300	150	IRS rate	800
		meeting and travel	350		300	150	IRS rate	800
								1600
	multi-day	travel			300	150	IRS rate	450
		meeting (formal or informal)	350			150		500
		meeting (formal or informal)	350			150		500
		meeting (formal or informal)	350			150		500
		travel			300	150	IRS rate	450
								2400
2. Example - LSEC meetings (Board, training, or Annual)								
current	travel/meeting/travel		350			IRS rate		350
literal	travel/meeting/travel		350			300 150 IRS rate		800

Thank you.

# Lane-Scott Electric Cooperative, Inc. Expense Report

Employee Richard McLeon  
 Purpose of Trip System inspection with Dal Hawkinson

## Section 1

DATE		Sun ___ / ___	Mon ___ / ___	Tues ___ / ___	Wed ___ / ___	Thurs ___ / ___	Fri 28-Feb	Sat ___ / ___	TOTAL
Mile./Personal Veh.									
Mileage Rate		0.700	0.700	0.700	0.700	0.700	0.700	0.700	
Total Mileage Exp.		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
									0
									0
Gas/Oil	Co.								0.00
	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.								0.00
	Emp.								0.00
Breakfast	Co.								0.00
	Emp.								0.00
Lunch	Co.						37.44		37.44
	Emp.								0.00
Dinner	Co.								0.00
	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	\$0.00	\$0.00	\$37.44	\$0.00	\$37.44

## Section 2

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

\$37.44
37.44
0.00
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: 3/24/2025

Lunch w/ Del Hankerson  
- System Disruptions

**Louie's Bar & Grill**  
917 South Pennsylvania Avenue  
Ness City, KS  
United States, 67560  
Tel: +1 7857986612  
Printed February 28, 2025 at 1:21 PM

February 28, 2025 at 1:21 PM

Table: 5, 2 guests

Party Name: 3

Tax 3 #:

Server: Jaime

Jalapeno Cheeseburger	\$13.99
Western Cheeseburger	\$14.99

Food Total	\$28.98
------------	---------

Sub Total	\$28.98
Sales Tax 8.5%	\$2.46

<b>Total</b>	<b>\$31.44</b>
--------------	----------------

Visa \*5708 (Auth#: 1558685298) \$31.44

Thank You  
Please Come Again!

Tip Guide:  
15%=\$4.72 18%=\$5.66 20%=\$6.29

Printed from iPad using TouchBistro Pro

**Louie's Bar & Grill**  
917 South Pennsylvania Avenue  
Ness City, KS  
United States, 67560  
Tel: +1 7857986612  
Printed February 28, 2025 at 1:21 PM

Order Number: 96060

Type: Authorize

Date/Time: 2/28/25 1:21 PM

Server: Admin POS

Card Number: XXXXXXXXXXXX5708

Account Type: Visa

TranID #: 1558685298

Entry: Contactless

Response Code: 00

Approval Code: 055274

Terminal ID: 0006

Merchant ID: 4445063819320

VISA CREDIT

A0000000031010

APPROVED - THANK YOU

Subtotal: \$31.44

Tip: 6.00

Total: \$37.44

Tip Guide:  
15%=\$4.72 18%=\$5.66 20%=\$6.29

Important - retain this copy for your records

\*\*\* CUSTOMER COPY \*\*\*

## Capital Budget items - 2025

These are extraordinary expenses that will be capitalized and depreciated.

	carry-over	Budget	date	actual
<b>1 Admin / General</b>				
a Long Range Plan	yes	75,000		
b Wildfire Management Plan		10,000		
<b>2 Technology</b>				
Security Camera and Access Control - Ness Office	yes	30,000		
<b>3 Financial and Human Resources</b>				
Uplift L-Shaped Standing Desk		1,800	1/2/2025	1623.16
<b>4 Member Services</b>				
no items				
<b>5 Operations / Engineering</b>				
a <u>Construction Plan</u>				
Fiber to Collectors	yes	5,000		
Healy Auto Switches		76,000		
Long Range Plan - PSE	yes	45,000		
New Meters		39,555		
Pole Inspections (4,000) poles	yes	108,150		
Pole Replacement (approx.) 75 poles		175,000		
Radio Tower	yes	85,000		
Router Replacement/Build Out - Cut from 30 to 15	yes	28,125		
Spare Nova controllers (2)		19,075		
Tower Study (Sensus)		20,000		
Tree Trimming based on Solida 3 year average	yes	75,000		
b <u>Equipment</u>				
Fork lift 6,000lb	yes	39,007		
Tracked Skid steer with pole setting attachment		94,500		
Truck - 132 replacement (flatbed)		70,462		
Truck - 135 Stakers (Chevy Colorado work truck)		40,156		
Truck - 173 Bucket Truck (Chad) - on order	yes	260,000		
Truck Tools and Equipment	yes	25,000		
c <u>Facilities &amp; Miscellaneous</u>				
Land Scaping - Removing bushes on High Street		20,000		
Concrete ( South end of main lot )		10,000		
CBS maintenance program		62,196		
Misc. Construction		125,000		
total:		\$ 1,539,026		\$ 1,623.16
carry-over:		775,282		

## Training, Meetings, and Travel budget - 2025

		Expense	date	actual
<b>FIN</b>	CFC New CFO Orientation	5,000	1/15/2025	1568.36
	KEC Accounting Assoc. Annual Meeting	500		
	NISC MIC or NRECA Connect Conference	3,000		
	Tax, Finance & Accounting Conference	5,000		
<b>GM and Board</b>	NRECA, Sunflower, LSEC, KEC Meetings and training	65,000		
<b>HR</b>	KEC Accounting Assoc. Annual Meeting	500		
	KEC HR Summit	500		
	NRECA Interact-HR	1,500		
	SHRM Meetings	240		
<b>IT</b>	KEC IT Summit	1,000		
	NISC MIC Conference	3,000		
	NRECA Cyber Tech Conferences	3,000		
	NRECA Executive Leadership Program	10,000	1/8/2025	8,995
<b>MGMT</b>	General Training	40,000		
<b>Commo &amp; MSvc</b>	KMSDA and CONNECT meetings	2,350		
	Misc. Employee Meetings & Travel	1,000		
<b>OPNS</b>	NRECA Tech Advantage	3,500		
	Heartland meterman conference	500		
<b>Retail</b>	CDL training	1,500		
	Generac Training	2,500		
<b>Safety</b>	KEC Leadership Down the Lines	7,800		
	KEC Hotline School	820		
	KEC OSHA 30-hour training	475		
	KEC Transformer / metering School	1,200		
	KEC Underground School	1,680		
	MESA Hotline School	650		
	NRECA Certified Loss Control Professional Program	2,945		
	Merchant Apprentice Program	1,210		

Total:

166,370

10,563



## Donations Budget - AMJ

2025 County Breakout: Ness 58%, Lane 26%, Scott 9%, Hodgeman 3%, and Rush 5%

	2025	date	actual
Bazine American Legion	150.00		
Camp Christy	150.00		
Camp Lakeside	150.00		
Coop Cares Golf Tournament - Wheatland Electric	-		
Dighton Electrathon Team	500.00		
Dighton Kid Wind Program	250.00		
Dighton Post Prom	-		
Dighton Kickoff to Summer Sponsorship & Car Show	130.00		
District Honor Guard - SW KS Military Funeral Svcs	200.00		
Hodgeman County Livestock Auction	150.00		
KCRE Golf Tournament Hole Sponsor	250.00		
Knights of Columbus - Tootsie Roll Drive	100.00		
Lane Co. 4-H Council (awards)	100.00		
Lane Co. Amusement Assn / Annual Mtg	100.00		
Lane County Historical Society	25.00		
Lane County Livestock Auction	150.00		
Lane County Rodeo Sponsor	100.00		
McCracken Park Christmas Lighting Sponsor	-		
McCracken Rodeo Sponsor	260.00		
Ness City After Prom	-		
Ness County Arena Sponsorship	250.00		
Ness City Fall Festival Donation + electricity	50.00		
Ness County Fire District #1 - Fireman's Ball	500.00		
Ness City Fun Run	100.00	3/13/2025	100
Ness Co. Fair Sponsorship (Banner)	150.00		
Ness County Livestock Auction	200.00		
NRECA International Foundation	500.00		
Octoberfest Prize Donation - Ransom	50.00		
Old Settlers Reunion	750.00	2/12/2025	750
Sacred Heart PTO Softball Sponsor	50.00		
Sacred Heart School Fall Festival Donation	50.00		
SCAAC: Scott County Indoor Arena Signage	200.00		
Utica Christmas Sponsorship	200.00		
Utica May Day Sponsor	250.00	3/13/2025	300
Western Plain After Prom	-		
Wild West Catbackers	-		
<b>TOTAL:</b>	<b>\$ 6,065.00</b>		<b>\$ 1,150</b>

## 2025 Budget - AMJ

### Communications / Member Services

<b>Core Services</b>	<b>budgeted</b>	<b>date</b>	<b>actual</b>
Safety Education Events	2,500		
Annual Meeting & Nominating Committee	35,210	3/13/2025	515
Resale Dept. Electrician Advertising	2,985	3/13/2025	462
Generac Generator Advertising	500		
<b>Member Engagement &amp; Community Involvement</b>			
New Member Brochures	1,395		
SmartHub Brochures and Promotions	1,700		
Community Events	3,520		
Scholarships (six at \$1500.00ea)	9,000		
Youth Tour, Leadership Camp & expenses	12,400	3/13/2025	3,000
Social Media Contests	1,030		
Sharing Success Grant (LSEC portion)	2,000		
Christmas Cards	325		
Misc. events	1,500		
<b>Advertising</b>			
Includes KCL magazine, print, newspaper, radio, hand-out items, Chamber memberships & school yearbooks	55,480	3/13/2025	8,423
<b>Other Budget Items</b>			
Canvas and Survey Monkey Annual Subscription	590		
Memberships & Dues (Includes Touchstone & KMSDA)	6,300	3/13/2025	6,374
Employee Meetings & Travel	2,350	3/13/2025	1,690
Employee Training (2 NRECA courses towards CCEP certificate)	1,000	2/12/2025	470
<b>TOTAL 2025 BUDGET:</b>	<b>\$ 139,785</b>		<b>\$ 20,934</b>

## 2025 BUDGET - JW

### Accounting and Finance

	budgeted	date	actual
<b>Furniture &amp; Equipment</b>			
UpLift L-Shaped Standing Desk	\$ 1,800	1/2/2025	1623.16
<b>Education &amp; Training</b>			
CFC New CFO Orientation - Dulles, VA (2/4 - 2/7)	5,000	1/15/2025	1568.36
KEC Accountant Assoc Annual Meeting	500		
NISC MIC or NRECA Connect	3,500		
<b>Miscellaneous</b>			
none budgeted	-		

Total \$ 10,800

\$ 3,192

## 2025 BUDGET - DK

### HUMAN RESOURCES

	budgeted	date	actual
<b>Materials</b>			
Birthdays Supplies 23 employees	550	2/28/2025	20.18
Quarterly Treats for employees	800		0
Wellness newsletter	1,500		0
Lineman Appreciation Day	500		0
Christmas Party - misc	500		0
<b>Consultants / Services</b>			
MDFHR	2,500		0
Employee Evaluation software - Primalogik	1,600		0
NRECA Salary Survey	3,500		0
HR Partners / Legal Services	5,000		0
SHRM/HR.com	500		0
<b>Equipment</b>			
No equipment requested	-		0
<b>Training &amp; Education</b>			
NRECA Interact-HR	1,500		0
SHRM Meetings	240		0
KEC HR Summitt	500		0
Accounting Association Mtg	500		0

TOTAL \$ 19,690

\$ 20

**2025 BUDGET - CB**  
**IT-CYBERSECURITY DEPARTMENT**

PRIORITY	DESCRIPTION	Budgeted	date	actual
<b>Equipment / Other</b>				
6	Computers/Laptops	\$ 10,000.00		
5	iVue Enhancements and Upgrades	5,000		
7	Trustee iPads/Laptops	3,000		
14	Miscellaneous Expenses	5,000		
<b>Consulting</b>				
3	Cybersecurity Analysis & Remediations	10,000		
4	External/Internal/Cloud Penetration Testing	7,000		
	Domain Registration transition and programming		1/28/2025	\$ 113.93
	Microsoft 365 Write back policy programming		2/4/2025	\$ 284.81
	EnCirca Domain programming and DNS Securities		2/4/2025	\$ 320.81
<b>Capital Expenses</b>				
10	Security Camera and Access Control - Ness Office	30,000		
<b>Training / Meetings</b>				
1	NRECA Executive Leadership Program	10,000	1/8/2025	\$8,995.00
8	KEC IT Summit	1,000		
9	NISC MIC Conference	3,000		
12	NRECA Cyber Tech Conferences	3,000		
<b>GRAND TOTAL</b>		<b>\$ 87,000</b>		<b>\$ 9,714.55</b>

## 2025 BUDGET - DH

### Operations Department

	budgeted	date	actual
<b>Construction Work Plan items</b>			
Fiber to Collectors	5,000		
Healy Auto Switchs	76,000		
Long Range Plan - PSE	45,000		
New Meters	39,555		
Pole Inspections (4,000) poles	108,150		
Pole Replacement (aprox) 75 poles	175,000		
Radio Tower	85,000		
Router Replacement/Build Out - Cut from 30 to 15	28,125		
Spare Nova controlers (2)	19,075		
Tower Study (Sensus)	20,000		
Tree Trimming based on Solida 3 year average	75,000		
<b>EQUIPMENT</b>			
Fork lift 6,000lb	39,007		
Tracked Skidsteer with pole setting attachment	94,500		
Truck - Stakers (Chevy Colorado work truck)	40,156		
Truck 132 replacement (complete with flatbed and ranchand)	70,462		
Truck 173 2025 Bucket Truck replacement(Chad) - on order	260,000		
Truck Tools and Equipment	25,000		
<b>FACILITIES / MISCELLANEOUS</b>			
Land Scaping - Removing bushes on street corners & by drive way	20,000		
Concrete ( South end of main lot )	10,000		
CBS Maintenance Program	62,196		
Construction	150,000		
Substation Maintenance training and documentation	10,000		
<b>TOTAL FOR 2025:</b>	<b>\$1,457,225.90</b>		0

**2025 Budget - CT**  
**2025 Safety and Tools Budget Items**

	budgeted	date	actual
<b>SAFETY ITEMS LISTING</b>		<b>date</b>	<b>actual</b>
3 phase Hot arm cleaning and testings	\$ 11,389	2/19/2025	\$3,344.85
Demo Trailer accessories	5,000		
Propell water for hydration	781		
Rachet Straps - 2"	1,215		
Rain Jackets, Bibs, and Pants	3,942		
<b>Fire Resistant Clothing</b>			
3 Jeans ,3-shirts,1 sweatshirt	19,860		
1 Coat, Gloves			
<b>Training and Schools</b>			
KEC Leadership Down the Lines	7,800		
KEC Hotline School	820		
KEC OSHA 30-hour course	475		
KEC URD Training	1,680		
KEC Transformer & Metering School	1,200		
Merchant Apprentice Program	1,210		
Mesa Hot Line School	650		
NRECA CLCP Program	2,945		

**Safety Budget GRAND TOTAL**

**58,966**

3,344.85

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  <b>FINANCIAL AND OPERATING REPORT ELECTRIC DISTRIBUTION</b>	BORROWER DESIGNATION KS0042
	PERIOD ENDED February 2025
	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)*

☐ All of the obligations under the RUS loan documents have been fulfilled in all material respects.

☐ 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.

\_\_\_\_\_  
DATE

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	2,817,483	3,046,802	3,148,935	1,483,313
2. Power Production Expense				
3. Cost of Purchased Power	1,660,053	1,689,574	1,760,567	812,758
4. Transmission Expense				
5. Regional Market Expense				
6. Distribution Expense - Operation	240,862	127,389	191,894	(14,701)
7. Distribution Expense - Maintenance	232,304	170,815	216,569	96,920
8. Customer Accounts Expense	43,244	53,274	47,641	35,265
9. Customer Service and Informational Expense	9,052	12,970	12,581	5,296
10. Sales Expense	15,129	13,278	16,738	6,893
11. Administrative and General Expense	256,767	312,673	330,696	145,501
12. Total Operation & Maintenance Expense (2 thru 11)	2,457,411	2,379,973	2,576,686	1,087,932
13. Depreciation and Amortization Expense	336,863	343,253	350,155	172,219
14. Tax Expense - Property & Gross Receipts				
15. Tax Expense - Other				
16. Interest on Long-Term Debt	194,851	185,298	179,712	92,649
17. Interest Charged to Construction - Credit				
18. Interest Expense - Other	902	1,224	883	615
19. Other Deductions	1,090	1,689	4,000	400
20. Total Cost of Electric Service (12 thru 19)	2,991,117	2,911,437	3,111,436	1,353,815
21. Patronage Capital & Operating Margins (1 minus 20)	(173,634)	135,365	37,499	129,498
22. Non Operating Margins - Interest	64,263	44,499	62,000	21,925
23. Allowance for Funds Used During Construction				
24. Income (Loss) from Equity Investments				
25. Non Operating Margins - Other	(2,833)	(11,734)	23,455	(3,233)
26. Generation and Transmission Capital Credits		232,170		232,170
27. Other Capital Credits and Patronage Dividends	1,345	5,332		5,332
28. Extraordinary Items				
29. Patronage Capital or Margins (21 thru 28)	(110,859)	405,632	122,954	385,692



UNITED STATES DEPARTMENT OF AGRICULTURE RURAL UTILITIES SERVICE  <b>FINANCIAL AND OPERATING REPORT</b> <b>ELECTRIC DISTRIBUTION</b>			BORROWER DESIGNATION  KS0042		
INSTRUCTIONS - See help in the online application.			PERIOD ENDED  February 2025		
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	4		5. Miles Transmission		
2. Services Retired	0		6. Miles Distribution – Overhead	2,031.47	
3. Total Services in Place	6,050		7. Miles Distribution - Underground	8.92	
4. Idle Services (Exclude Seasonals)	316		8. Total Miles Energized (5 + 6 + 7)	2,040.39	
PART C. BALANCE SHEET					
ASSETS AND OTHER DEBITS			LIABILITIES AND OTHER CREDITS		
1. Total Utility Plant in Service	64,461,584		30. Memberships		0
2. Construction Work in Progress	1,032,000		31. Patronage Capital		23,064,057
3. Total Utility Plant (1 + 2)	65,493,584		32. Operating Margins - Prior Years		664,782
4. Accum. Provision for Depreciation and Amort.	23,465,394		33. Operating Margins - Current Year		135,365
5. Net Utility Plant (3 - 4)	42,028,190		34. Non-Operating Margins		3,049,854
6. Non-Utility Property (Net)	0		35. Other Margins and Equities		267,398
7. Investments in Subsidiary Companies	252,175		36. Total Margins & Equities (30 thru 35)		27,181,456
8. Invest. in Assoc. Org. - Patronage Capital	12,468,404		37. Long-Term Debt - RUS (Net)		0
9. Invest. in Assoc. Org. - Other - General Funds	445,461		38. Long-Term Debt - FFB - RUS Guaranteed		31,083,966
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)		4,219,125
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)	13,393,499		43. Total Long-Term Debt (37 thru 41 - 42)		35,303,091
15. Cash - General Funds	405,242		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	6,213,304		47. Notes Payable		0
19. Notes Receivable (Net)	0		48. Accounts Payable		975,741
20. Accounts Receivable - Sales of Energy (Net)	1,457,325		49. Consumers Deposits		175,826
21. Accounts Receivable - Other (Net)	107,313		50. Current Maturities Long-Term Debt		0
22. Renewable Energy Credits	0		51. Current Maturities Long-Term Debt - Economic Development		0
23. Materials and Supplies - Electric & Other	758,231		52. Current Maturities Capital Leases		0
24. Prepayments	137,254		53. Other Current and Accrued Liabilities		931,860
25. Other Current and Accrued Assets	78,984		54. Total Current & Accrued Liabilities (47 thru 53)		2,083,427
26. Total Current and Accrued Assets (15 thru 25)	9,157,778		55. Regulatory Liabilities		0
27. Regulatory Assets	0		56. Other Deferred Credits		167,728
28. Other Deferred Debits	156,235		57. Total Liabilities and Other Credits (36 + 43 + 46 + 54 thru 56)		64,735,702
29. Total Assets and Other Debits (5+14+26 thru 28)	64,735,702				

## John Ross Quotes:

### Brisket Only Option:

*\$17.50 + \$2.50 ice cream = \$19.50 / plate*

Sliced Brisket  
Cheesy Spuds  
Cowboy Beans  
Creamy Cucumber Salad  
Watermelon  
Kettle Chips

### Pulled Pork & Sliced Sausage Option:

*\$16.50 + \$2.50 ice cream = \$18.50 / plate*

Pulled Pork  
Sliced Sausage  
Cheesy Spuds  
Cowboy Beans  
Cucumber Salad  
Spicy Slaw  
Watermelon  
Kettle Chips

### Brisket & Sliced Sausage Option:

*\$18.75 + \$2.50 ice cream = \$21.25 / plate*

Sliced Brisket  
Sliced Sausage  
Cheesy Spuds  
Cowboy Beans  
Creamy Cucumber Salad  
Watermelon  
Kettle Chips

## Annual Meeting Gift:

[< Previ](#)



### 4000mAh Water Resistant Solar Power Bank

#### ADRPE018

4000mAh water resistant solar power bank also functions as ultra companion. Complies with CE, FCC, ISO 9001, Prop 65, RoHS, I

[Request Info](#)

[More from this line](#)

#### ^ Pricing

##### One Color Imprint

Imprint Option: One Color Imprint

Quantity		100	250	500
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#### 10. c. 2025 LSEC Nominating Committee

The Nominating Committee meeting is Apr. 28 at 6:30 prior to the board meeting. The deadline for interested members to contact LS is Apr. 25. The Nominating Committee list for approval (during the meeting):

- Jay Schmalzried Lane/Gove
- Lex Bush Lane/Gove
- Ben Cramer Lane/Gove
  
- Dan Wehkamp Finney/Hodgeman
- Doug Vieux Finney/Hodgeman
  
- Randy Scheuerman Logan/Scott
- John Beaton Logan/Scott
  
- Lane Copeland Ness/Rush
- Kenney Schlegel Ness/Rush

## **General Manager / CEO Emergency Succession Planning – Draft**

This succession plan is a recommendation from the current GM/CEO to the Board of Trustees in the event of an emergency:

- I. Immediately.
  - A. This plan is initiated.
  - B. Human Resources (Diana Kuhlman) notifies the Board President that an emergency has occurred, if the Board President is not available, the Vice-President is called, and so forth through the Board leadership and Trustees.
  - C. All Trustees are notified (HR or Board member)
  - D. Cooperative Attorney is notified: Joe Gasper, (785) 302-1503
- II. Within 24-hours.
  - A. Board President initiates search for an Interim GM/CEO.
  - B. HR sets up a meeting of all LSEC employees with the Board President (or a designee from the Board of Trustees if the Board President is unavailable) to:
    - i. explain what happened, and
    - ii. to assure them that there is a process in place, and
    - iii. what next steps will be taken.
  - C. The function of an Interim Manager is typically to “hold the wheel” until a new GM / CEO is named. If the Board perceives that there is a problem that previous management did not address, this is a great time to “fix” the problem or to task them with investigating it.
  - D. If an experienced Interim Manager cannot be located, I recommend that the Board consider (in alphabetical order):
    - i. Carrie Borell – Network Director / CIO
    - ii. Scott Briand – Warehouse/Purchasing
    - iii. Dal Hawkinson – Operations / EngineeringI believe that while none of them have the background to expertly run Lane-Scott today, each of them has the character and common sense to keep everyone together and “hold the wheel”. Once a GM / CEO is named and they return to previous positions.
- III. Within 1 week or until an Interim Manager (IM) is named:
  - A. H:/ drive access is locked. This is the GM drive (Carrie Borrell has the password)
  - B. Sunflower EPC is notified. The SEPC Board Alternate (currently Dal Hawkinson) and will attend Sunflower meetings unless the Board chooses a different Board Alternate.
  - C. An KEC Alternate Trustee is appointed. My recommendation is Carrie Borell or Jocelyn Walker.

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D. Financial institutions are notified. Joe Gasper prepares necessary paperwork and Jocelyn Walker becomes signatory. NOTE: A Trustee may be required to assume monthly RUS certification duties for financial statements until an IM is named.

IV. When IM is named:

- A. Given access to the H:/ drive (the GM drive)
- B. IM named Alternate to the KEC Board, and as a Sunflower trustee.
- C. Given access to RUS (to certify financial statements).

V. Within 1 month:

- A. Board relates expectations to IM.
- B. If the current GM/CEO cannot or is not reasonably expected to return to duty, the new General Manager / CEO Search process begins. Item II.A. ii. through vi. identifies various firms. Carol and Chris typically work in “a bigger space” than a smaller distribution company BUT they have a very good rolodex for candidates and retirees. The Board President:
  - i. calls Kansas Electric Cooperatives: Lee Tafarielli, (785) 341-4812
  - ii. calls NRECA Executive Search: Leigh Taylor, (571) 326-9547
  - iii. calls Holmes Executive Search: Ken Holmes, (785) 452-0495
  - iv. calls Langley & Associates Exec. Search: Carol Langley, (303) 888-4012
  - v. calls Carter Baldwin Exec. Search: Chris Guiney, (770) 335.2427
  - vi. calls Great Co/Ops: Monica Beavers, (817) 202-7774
- C. IM is the chief executive officer until new GM/CEO is named.

VI. New GM / CEO. Once named, all IM functions are transitioned to the new GM / CEO.

*notes:*

- 1. This document will be provided to new Trustees as part of their “on boarding” process.
- 2. This document will be amended as necessary and, at a minimum, reviewed annually with the Board of Trustees.
- 3. Distribution:
  - a. LSEC Board of Trustees
  - b. LSEC Attorney – Joe Gasper
  - c. Human Resources – Diana Kuhlman

# **SAFETY PROGRAM**

**Safety Monthly Summary:** Working with Carrie on Outline for Emergency Response Plan. Conduct Safety Coordinators Statewide round table discussion in Wichita. Attend the KEC Safety Summit in Wichita. Looking into options for Digital Tailgate Inspection Templates.

## **SAFETY PROJECTS COMPLETED AS OF March 2025**

- Rubber gloves changed out.
- Sending in the second group of Three Phase Layout Arms for testing and cleaning.
- KEC Safety Meeting: Blood Borne Pathogens / Hazard Communications, Emergency Preparedness, Prevention of Back Injuries.
- FCC radios: Mobile Radios being tested with Twin Springs Tower.

Ann Jennings's submitted report:

- Be Ready for Storm Season- How to prepare for potential outages: KCL Article, Electronic Newsletter, Social Media-Storm Ready Video
- Tornado Safety & Electrical Hazards- KCL graphic, Electronic Newsletter, social media.
- Tips to Avoid Energy Scams- KCL Graphic, social media.
- Ladder Safety Month- Social Media Post.

Diana Kuhlman submitted reports:

- Attended Monthly Safety Meeting.
- Coordinate Monthly Drug Testing.
- Update Safety Posters.
- No Time Lost Reporting.

## **SAFETY PROJECTS IN PROGRESS AS OF February 2024**

1. SafetyAmp Inspection digital forms are being revised with updates.
2. FCC radios: Sunflower tower study on east side of LSE territory for better coverage and redundancy.
3. New weather resistant jackets and pants options being discussed and priced.
4. Safety Council Yearly Walk through items to resolve. -97% completed
5. RESAP Onsite Observation.
  - Sub Station Circuits are being identified.
  - URD cables being identified and labeled. In Progress.
  - Pad mount and switch cabinet signage in progress of being updated (June).

LANE-SCOTT ELECTRIC COOPERATIVE, INC.

SAFETY MEETING

February 20th, 2025

Chris Terhune called the meeting to order at 9:03 a.m.

**Minutes were read:** Dal Hawkinson made a motion to approve January 29th, 2024, minutes. Seconded by Dellon Shelton. Minutes were read and approved as printed.

**Present:** Richard McLeon, Kasey Jenkinson, Ben Mann, Dal Hawkinson, Chad Rupp, Chris Terhune, Kevin Bradstreet, Dellon Shelton, Blake McVicker, Taylor Cable, Nate Burns, Scott Briand, Micheal Pollock, Carrie Borell, Ann Jennings, Diana Kuhlman, Jocelyn Walker, and Cindy Fuentes Ummel.

**Absent:** Myron Seib, Leighton Ayers, and Rebecca Campbell.

**Guest:**

**Truck report of inspections:**

105	Taylor Cable	OK
110	Blake McVicker	OK
112	Dellon Shelton	OK
123	Micheal Pollock	OK
132	Taylor Cable	OK
135	Nate Burns	OK
136	Kevin Bradstreet	OK
143	Scott Briand	OK
145	Dal Hawkinson	OK
150	Kasey Jenkinson	OK
173	Chad Rupp	OK
191	Micheal Pollock	OK
200	Ben Mann	OK
201	Blake McVicker	OK
305	Blake McVicker	OK
2401	Blake McVicker	OK
2402	Chris Terhune	OK

**Trailer and Equipment report of inspections:**

502	Blake McVicker	OK
507	Blake McVicker	OK
515	Blake McVicker	OK
504	Blake McVicker	OK
505	Chris Terhune	OK
508	Chad Rupp	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	Blake McVicker	OK
Ness Pole Yard & Transformer Dock	Blake McVicker	OK
Warehouse	Scott Briand	OK
Pole Yard & Transformer Dock	Scott Briand	OK

Office

Diana Kuhlman

Elevator is out of order.

**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:**

- ♦ Ben Mann: Nitrogen Bottle to be replaced on Sub 1.

**PCB Report:** None to Report

**Line Clearance:** City of Ness City.

**Accident and Near Misses:** Nothing to report on.

**Old Business:** Nothing to report on.

**New Business:**

- ♦ Richard McLeon: Renewing lease on the Hineman tower site. City franchise agreement with City of McCracken. Congratulations to Cindy Fuentes Ummel on her promotion to Lead Billing Representative.
- ♦ Dal Hawkinson: Paperwork submitted to SPP-for Shallowater Substation. Registration renewals for tags on trailers will be installed and filed. Sunflower has completed the tower study for the eastern side of LSE territory to fix dead spots in radio coverage and for backup redundancy, location of tower to be determined along with lease or land purchase options.
- ♦ Carrie Borell: AppSuite will transition, and some icons will be removed. Search Icon will be one to be removed. Updates will be received by users upon changes.
- ♦ Ann Jennings: LSE will be going in a new direction for the annual meeting. Safety will be the theme, with live demos and guest speakers. Prize ideas will be sent to employees to vote at the annual meeting.
- ♦ Diana Kuhlman: New Receptionist Lillie Koehn will start on March 10<sup>th</sup>, 2025.
- ♦ Cindy Fuentes Ummel: Thanked the guys for scooping snow around the facility.
- ♦ Micheal Pollock: New generator installed on south truck barn.
- ♦ Chris Terhune: TK Elevator will be in sight to replace the packing seals in the elevator lift cylinders. Discussed revisions to the Emergency Action Plan, covered proper laundering of FR clothing, reviewed safety manual.

Meeting adjourned.

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Chris Terhune  
Safety Coordinator

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Carrie Borell  
Safety Administrator



LANE-SCOTT ELECTRICT COOPERATIVE, INC.

SAFETY COUNCIL COMMITTEE MEETING

February 20, 2025

Leighton Ayers called the meeting to order at 1:03pm.

**Minutes were read:** Leighton Ayers made a motion to approve the December 11th minutes and Carrie Borell seconded. The minutes were read and approved.

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

**Old Business:**

Completed:

- ◆ Radio tower signal range and upgrades:
  - Twin Springs Sunflower Tower Share – S&T fiber connections, and Twin Springs repeater has been installed. S&T Internet connection has been established. SonicWall is programmed and waiting to be installed at the site.
  - Sunflower will be doing a radio coverage survey to eliminate non-frequency spots in McCracken, Bazine, and Alexander.
  - Leighton Ayers advised there is radio coverage issues at Scott Park and to include it for future tower consideration at the new Scott Park substation.
  - Hineman Tower contract renewal will be taken to the board by Joe Gasper on Monday.
- ◆ Dal Hawkinson will discuss the hallway door by board room leaking issue with Cooperative Business Solutions
- ◆ Scott Briand and Michael Pollock completed OSHA 10-hour training.
- ◆ Morton building door access control connectivity interruptions should be resolved. A new generator has been installed to the building and the switch is plugged into a battery backup/surge protector.

**New Business:**

- ◆ Safety Program 2024 budget report reviewed. Chris Terhune is getting quotes for raincoats and jacket replacements.
- ◆ Chris Terhune completed OSHA 30 Hour certification which is part of the process toward receiving his Certified Loss Control Professional certification that is advised for safety coordinators.
- ◆ Richard McLeon discussed office field trip options. Chris Terhune discussed element concerns and suggested providing training and education of the system via vehicle.
- ◆ Leighton Ayers suggested moving forward with digital tailgates/job briefing form. It was agreed that it would be one of the safety council's priorities for the 2025 safety goals.
- ◆ 2025 RESAP Improvement Goals:
  1. Tailgate/Job Briefing Digital Form
  2. Safety Communication/Awareness Activity
  3. Disaster Recovery Plan

Meeting adjourned

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Chris Terhune  
Safety Coordinator

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Carrie Borell  
Safety Compliance Coordinator