

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, April 14, 2015 – 4:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Knights, Suhr, Vyverberg, Koenig and Seggerman. Guest Trustee – Jim Atty. WLP Presenters –Darrel Wenzel, General Manager; Vicki Hall, Finance and Rates Manager; Angie Schroeder, Board Secretary; Jen Bloker, Communications & Public Info Manager; Curt Atkins, Energy Services Manager and Mike Litterer, Assistant General Manager. **Absent:** None.

(2) Agenda Management –

A motion (Knights, Seggerman) to approve the agenda was made and passed with a unanimous vote.

(3) Public Forum –

No one came forward.

(4) Minutes of March 17, 2015, Waverly Light and Power and Waverly Communications Utility dba Waverly Utilities Regular Meeting -

A motion (Koenig, Vyverberg) approving the minutes of the March 17, 2015, Waverly Light and Power and Waverly Communications Utility dba Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

Waverly Communications Utility

(5) Action Items

A. Review Financials –

Financials were presented and discussed. A motion (Seggerman, Knights) to accept the financials was made and passed with a unanimous vote.

B. Resolution #16-15 – Resolution Ordering Construction of Two Fiber Optic Lines and Fixing a Date for Hearing Thereon and Taking of Bids Therefor -

A motion (Vyverberg, Seggerman) to approve Resolution #16-15 – Resolution Ordering Construction of Two Fiber Optic Lines and Fixing a Date for Hearing Thereon and Taking of Bids Therefor - was made and passed unanimously with a roll call vote as follows: Vyverberg, Seggerman, Suhr, Koenig, and Knights.

(6) Information Items

A. Communications Utility Tasks Update -

Staff presented a document showing progress being made on specific tasks for the communications utility.

Waverly Light and Power

(7) Action Items –

A. Ratify Trade Accounts -

- i. A motion (Vyverberg, Koenig) to ratify the trade accounts without GMT and Ael Suhr Enterprises was made and passed with a unanimous vote.
- ii. A motion (Knights, Seggerman) to ratify the trade account for Ael Suhr Enterprises was made and passed with a unanimous vote. Ael Suhr abstained.

B. Review Financials –

Financials were presented and discussed. A motion (Koenig, Knights) to accept the financials was made and passed with a unanimous vote.

C. Internal Control – Identity Theft -

A motion (Vyverberg, Knights) to accept the Internal Control – Cash - document was made and passed with a unanimous vote.

D. Resolution #17-15 – Reimbursement Resolution -

A motion (Seggerman, Vyverberg) to approve Resolution #17-15 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows:, Seggerman, Vyverberg, Knights, Koenig and Suhr.

E. Resolution #18-15 – 2016 Cash Transfers to the City of Waverly -

A motion (Knights, Seggerman) to approve Resolution #18-15 – 2016 Cash Transfers to the City of Waverly– was made and passed unanimously with a roll call vote as follows: Knights, Seggerman, Koenig, Suhr, and Vyverberg.

F. Financial Audit -

A motion (Koenig, Knights) to accept the Financial Audit was made and passed with a unanimous vote.

G. Resolution #19-15 – Resolution Ordering Construction of the Fiber-To-The Premise Feeder/Distribution Network Improvements and Fixing a Date for Hearing Thereon and Taking of Bids Therefor -

A motion (Vyverberg, Seggerman) to approve Resolution #19-15 – Resolution Ordering Construction of the Fiber-To-The Premise Feeder/Distribution Network Improvements and Fixing a Date for Hearing Thereon and Taking of Bids Therefor – was made and passed unanimously with a roll call vote as follows: Vyverberg, Seggerman, Suhr, Knights and Koenig.

H. Resolution #20-15 – Approval of Organization Structure and Title Changes -

A motion (Seggerman, Vyverberg) to approve Resolution #20-15 – Approval of Organization Structure and Title Changes– was made and passed unanimously with a roll call vote as follows: Knights, Seggerman, Koenig, Suhr, and Vyverberg.

I. Resolution #21-15 – Resolution Affirming Financial, Personnel and Operating Policies & Procedures under Waverly Utilities -

A motion (Knights, Seggerman) to approve Resolution #21-15 – **Resolution Affirming Financial, Personnel and Operating Policies & Procedures under Waverly Utilities** – was made and passed unanimously with a roll call vote as follows: Knights, Seggerman, Koenig, Suhr, and Vyverberg.

(8) Information Items –

A. Monthly Department Reports -

Reports from Finance, Outreach and Education, Key Accounts, Customer Programs, Customer Communication and Education, Generation and Substations, and Distribution and Transmission were provided to Board members for review.

B. Community Involvement Committee Report -

Darwin Uhlenhopp presented information to the Board about the Community Involvement Committee achievements in 2014

C. General Operating Indicators -

A new General Operating Indicators booklet was distributed.

D. Strategic Business Plan Initiatives – 2015 Progress Report -

An update was given on the status of the strategic business plan initiatives.

(9) Board Calendar

No discussion.

(10) Other Business

None.

(11) Adjournment

Meeting was adjourned by Chairman Suhr.


Chair

Dated April 14, 2015


Secretary

Dated April 14, 2015