

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Monday, April 11, 2016 – 1:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Suhr, Vyverberg, Neuendorf and Koenig. WLP Presenters –Darrel Wenzel, CEO; Vicki Hall, Director, Finance; Jen Bloker, Director, Marketing & Public Information; Curt Atkins, Director, Customer Services; Jeff Magsamen, Director, Telecom; Angie Schroeder, Board Secretary and Mike Litterer, COO. **Absent:** Seggerman.

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

(4) Minutes of March 8, 2016, Waverly Utilities Regular Meeting -

A motion (Koenig, Neuendorf) approving the minutes of the March 8, 2016, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Ratify Trade Accounts -

i. A motion (Vyverberg, Koenig) to ratify the trade accounts without Ael Suhr Enterprises was made and passed with a unanimous vote.

ii. A motion (Neuendorf, Vyverberg) to ratify the trade accounts for Ael Suhr Enterprises was made and passed with a unanimous vote. Ael Suhr abstained.

(6) Information Items

A. Monthly Reports -

Reports from Finance, Key Accounts, Customer Programs, Customer Communication and Education, Generation and Substations, Distribution

(7) Other Business

None.

(8) Board Calendar

Calendar for upcoming meetings was shared.

Waverly Municipal Electric Utility

(9) Action Items –

A. Review Financials -

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

B. Resolution 16-16 – Reimbursement Resolution –

A motion (Vyverberg, Neuendorf) to approve Resolution 16-16 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Vyverberg, Neuendorf, Koenig and Suhr.

C. Internal Control – Identity Theft -

A motion (Koenig, Neuendorf) to accept the Internal Control – Identity Theft – document was made and passed with a unanimous vote.

D. Resolution 17-16 – Resolution Fixing Date for a Meeting on the Proposition of Entering into a Second Amended and Restated Louisa Transmission Facilities Agreement and a Second Amended and Restated Louisa Transmission Operating Agreement –

A motion (Vyverberg, Koenig) to approve Resolution 17-16 – Resolution Fixing Date for a Meeting on the Proposition of Entering into a Second Amended and Restated Louisa Transmission Facilities Agreement and a Second Amended and Restated

Louisa Transmission Operating Agreement – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Neuendorf and Suhr.

E. **Resolution 18-16 – Approval of the 28E Agreement with Cedar Falls Utilities – Tantalus Metering Software -**

Item was tabled to next meeting.

F. **Resolution 19-16 – 2017 Cash Transfers to the City of Waverly -**

A motion (Neuendorf, Koenig) to approve Resolution 19-16 – 2017 Cash Transfers to the City of Waverly - was made and passed unanimously with a roll call vote as follows: Neuendorf, Koenig, Suhr and Vyverbrg.

(10) Other Business -

None.

Waverly Communications Utility

(11) Closed Session -

A motion (Vyverberg, Koenig) to move into closed session per Iowa Code 22.7 – Confidential Competitive Information – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Neuendorf and Suhr.

A. **Review Financials –**

Financials were presented and discussed.

B. **Communications Utility Tasks Update -**

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

C. **Discussion of Resolution 20-16 – Approval of the Service Activation Project Agreement with Bannon Communications Inc. and Maximum Sight & Sound –**

D. **Discussion of Resolution 21-16 – Resolution Approving and Authorizing and Amendment to the Resolution Approved on February 10, 2015, Authorizing Issuance of the \$7,000,000 Communications Utility Revenue Capital Loan Notes, Series 2015 –**

E. **Information Items**

i. **Review of Updated Business Plan for 2016**

(12) Open Session -

A motion (Vyverberg, Neuendorf) to move into open session was made and passed unanimously with a roll call vote as follows: Vyverberg, Neuendorf, Koenig and Suhr.

A. **Approve Waverly Communications Utility Financials -**

A motion (Neuendorf, Koenig) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.

B. **Approve Resolution 20-16 - Approval of the Service Activation Project Agreement with Bannon Communications Inc. and Maximum Sight & Sound -**

A motion (Neuendorf, Vyverberg) to approve Resolution 20-16 – Approval of the Service Activation Project Agreement with Bannon Communications Inc. and Maximum Sight & Sound – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Koenig.

C. **Approve Resolution 21 -16 – Resolution Approving and Authorizing and Amendment to the Resolution Approved on February 10, 2015, Authorizing Issuance of the \$7,000,000 Communications Utility Revenue Capital Loan Notes, Series 2015 –**

A motion (Vyverberg, Neuendorf) to approve Resolution 21-16 - Resolution Approving and Authorizing and Amendment to the Resolution Approved on February 10, 2015, Authorizing Issuance of the \$7,000,000 Communications Utility Revenue Capital Loan Notes, Series 2015 – was made and passed unanimously with a roll call vote as follows: Vyverberg, Neuendorf, Suhr and Koenig.

(13) Other Business –

A. Closed Session -

A motion (Vyverberg, Neuendorf) to move into closed session per Iowa Code 21.5(i) was made and passed unanimously with a roll call vote as follows: Vyverberg, Neuendorf, Koenig and Suhr.

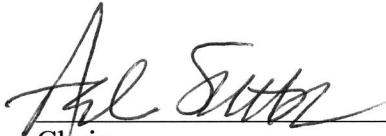
i. Discussed Personnel Matter

B. Open Session -

A motion (Neuendorf, Koenig) to move into open session was made and passed unanimously with a roll call vote as follows: Neuendorf, Koenig, Suhr and Vyverberg.

(14) Adjournment

Meeting was adjourned by Chairman Suhr.


Chair

Dated April 11, 2016

acting 
Secretary

Dated April 11, 2016