

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, January 12, 2016 – 1:00 P.M.

Civic Center

(1) Roll Call -

Present:

Trustees – Suhr, Vyverberg, Neuendorf, Koenig (via phone conference) and Seggerman. WLP Presenters –Darrel Wenzel, CEO; Vicki Hall, Director, Finance; Jen Bloker, Director, Marketing & Public Information and Acting Board Secretary; Curt Atkins, Director, Customer Services; Jeff Magsamen, Director, Telecom; Angie Schroeder, Board Secretary and Mike Litterer, COO. **Absent:** None.

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

(4) Minutes of December 8, 2015, Waverly Utilities Regular Meeting and December 12, 2015 Waverly Utilities Special Meeting -

A motion (Seggerman, Neuendorf) approving the minutes of the December 8, 2015, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

A motion (Seggerman, Neuendorf) approving the minutes of the December 12, 2015, Waverly Utilities Special Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Ratify Trade Accounts -

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

B. Election of Board of Trustees -

Officers are elected for two year terms.

Chair – A motion (Vyverberg, Seggerman) to elect Ael Suhr as Chair was made and passed with a unanimous vote.

Vice Chair – A motion (Neuendorf, Koenig) to elect Jere Vyverberg as Vice Chair was made and passed with a unanimous vote.

Secretary – A motion (Koenig, Seggerman) to elect Angie Schroeder as Secretary was made and passed with a unanimous vote.

(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 (Vyverberg, Neuendorf) to accept the financials was made and passed with a unanimous vote.

- B. **Resolution 01-16 – Reimbursement Resolution –**
A motion (Koenig, Vyverberg) to approve Resolution 01-16 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Koenig, Vyverberg, Suhr, Seggerman and Neuendorf.
- C. **Resolution 02-16 – Resolution Ordering Construction of a 69 kVTransmission Line West Sub to MEC Tap and Fixing a Date for Hearing Thereon and Taking Bids Therefor –**
A motion (Neuendorf, Seggerman) to approve Resolution 02-16 – Resolution Ordering Construction of a 69 kVTransmission Line West Sub to MEC Tap and Fixing a Date for Hearing Thereon and Taking Bids Therefor – was made and passed unanimously with a roll call vote as follows: Neuendorf, Seggerman, Suhr, Vyverberg and Koenig.
- D. **Resolution 03-16 – Resolution Approving Construction Contract and Bonds for Fiber Service Drops –**
A motion (Vyverberg, Koenig) to approve Resolution 03-16 – Resolution Approving Construction Contract and Bonds for Fiber Service Drops – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Neuendorf, Seggerman and Suhr.

- (10) **Other Business -**
None.

Waverly Communications Utility

- (11) **Closed Session -**
A motion (Koenig, Neuendorf) 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: Koenig, Neuendorf, Seggerman, Suhr and Vyverberg.
- A. **Review Financials –**
Financials were presented and discussed.
 - B. **Communications Utility Tasks Update -**
Staff presented a document showing progress being made on specific tasks for the communications utility.
 - C. **Discussion of Resolution 04-16 – Cable Television Channel Lineup**
 - D. **Discussion of Resolution 05-16 – Rates for Cable Television, Telephone and Internet Services**
 - E. **Discussion of Resolution 06-16 – Internet Acceptable Use Policy**
 - F. **Discussion of Resolution 07-16 – Contract with Infosend**
- (12) **Open Session -**
A motion (Koenig, Seggerman) to move into open session was made and passed unanimously with a roll call vote as follows: Koenig, Seggerman, Suhr, Vyverberg and Neuendorf.
- A. **Approve Waverly Communications Utility Financials -**
A motion (Seggerman, Vyverberg) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.
 - B. **Approve Resolution 04-16 – Cable Television Channel Lineup -**
A motion (Neuendorf, Koenig) to approve Resolution 04-16 – Cable Television Channel Lineup – was made and passed unanimously with a roll call vote as follows: Neuendorf, Koenig, Seggerman, Suhr and Vyverberg.
 - C. **Approve Resolution 05-16 – Rates for Cable Television, Telephone and Internet Services -**
A motion (Seggerman, Vyverberg) to approve Resolution 05-16 – Rates for Cable

Television, Telephone and Internet Services – was made and passed unanimously with a roll call vote as follows: Seggerman, Vyverberg, Suhr, Neuendorf and Koenig.

D. **Approve Resolution 06-16 – Internet Acceptable Use Policy -**

A motion (Neuendorf, Koenig) to approve Resolution 06-16 – Internet Acceptable Use Policy – was made and passed unanimously with a roll call vote as follows: Neuendorf, Koenig, Seggerman, Suhr and Vyverberg.

E. **Approve Resolution 07-16 – Contract with Infosend -**


A motion (Neuendorf, Vyverberg) to approve Resolution 07-16 – Contract with Infosend – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg Suhr, Seggerman and Koenig.

(13) Other Business -

None.

(14) Adjournment

Meeting was adjourned by Chairman Suhr.


Chair

Dated January 12, 2016


Secretary

Dated January 12, 2016