

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, November 8, 2016 – 1:00 P.M.

1002 Adams Parkway

**(1) Roll Call -**

**Present:**

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

**(2) Agenda Management –**

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

**(3) Public Forum –**

No one came forward.

**(4) Minutes of October 11, 2016, Waverly Utilities Regular Meeting -**

A motion (Koenig, Seggerman) approving the minutes of the October 11, 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, Seggerman) to ratify the trade accounts without Ael Suhr Enterprises was made and passed with a unanimous vote.
- ii. A motion (Vyverberg, Koenig) to ratify the trade accounts for Ael Suhr Enterprises was made and passed with a unanimous vote. Ael Suhr abstained.

**(6) Present Strategic Plan -**

The 2017-2020 Strategic Plan was presented to the Board.

**(7) Board Calendar**

Calendar for upcoming meetings was shared.

**Waverly Municipal Electric Utility**

**(8) Action Items –**

**A. Review Financials -**

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

**B. Resolution 49-16 – Reimbursement Resolution –**

A motion (Vyverberg, Koenig) to approve Resolution 49-16 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Seggerman and Suhr.

**C. Internal Control – Accounts Payable -**

A motion (Vyverberg, Seggerman) to accept the Internal Control – Accounts Payable – document was made and passed with a unanimous vote.

**D. Public Hearing to Approve Amended 2016 Budget -**

No one came forward and no documents were received by the Board Secretary.

**E. Resolution 50-16 – Approve Amended 2016 Budget –**

A motion (Vyverberg, Seggerman) to approve Resolution 50-16 – Approve Amended 2016 Budget - was made and passed unanimously with a roll call vote as follows: Vyverberg, Seggerman, Suhr and Koenig.

**F. Public Hearing to Approve 2017 Budget -**

No one came forward and no documents were received by the Board Secretary.

**G. Resolution 51-16 – Approve 2017 Budget -**

A motion (Koenig, Seggerman) to approve Resolution 51-16 - Approve 2017 Budget

- was made and passed unanimously with a roll call vote as follows: Koenig, Seggerman, Suhr and Vyverberg.

H. **Resolution 52-16 – Resolution Approving Commitment for Economic Development Grant for Electric Utility Purposes -**

A motion (Koenig, Seggerman) to approve Resolution 52-16 - Resolution Approving Commitment for Economic Development Grant for Electric Utility Purposes – was made and passed unanimously with a roll call vote as follows: Koenig, Seggerman, Suhr and Vyverberg.

I. **Resolution 53-16 – Rules of Operation Revisions -**

A motion (Vyverberg, Seggerman) to approve Resolution 53-16 – Rules of Operation Revisions – was made and passed unanimously with a roll call vote as follows: Vyverberg, Seggerman, Suhr and Koenig.

(9) **Information Items**

A. **Monthly Reports -**

Reports pertaining to the electric utility were presented from Finance, Key Accounts, Customer Programs, Customer Communication and Education, Generation and Substations, Distribution

**Waverly Communications Utility**

(10) **Closed Session -**

A motion (Koenig, Vyverberg) 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, Vyverberg, Suhr and Seggerman.

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 54-16 – Approve Amended 2016 Budget**

D. **Discussion of Resolution 55-16 – Approve 2017 Budget**

E. **Monthly Reports -**

Reports pertaining to the communications utility were presented from Finance, Key Accounts, Customer Programs, Customer Communication and Education, Generation and Substations, Distribution

(11) **Open Session -**

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

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

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

B. **Public Hearing to Approve Amended 2016 Budget -**

No one came forward and no documents were received by the Board Secretary.

C. **Approve Resolution 54-16 – Approve Amended 2016 Budget -**

A motion (Vyverberg, Koenig) to approve Resolution 54-16 – Approve Amended 2016 Budget – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Seggerman and Suhr.

D. **Public Hearing to Approve 2017 Budget -**

No one came forward and no documents were received by the Board Secretary.

E. **Resolution 55-16 – Approve 2017 Budget -**

A motion (Seggerman, Koenig) to approve Resolution 55-16 – Approve 2017 Budget

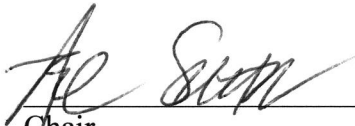
– was made and passed unanimously with a roll call vote as follows: Seggerman,  
Koenig, Suhr and Vyverberg.

**(12) Other Business –**

None.

**(13) Adjournment**

Meeting was adjourned by Chairman Suhr.

  
Chair

Dated November 8, 2016

  
Secretary

Dated November 8, 2016