

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, September 13, 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:** Trustee Neuendorf.

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

(4) Minutes of August 9, 2016, Waverly Utilities Regular Meeting -

A motion (Seggerman, Koenig) approving the minutes of the August 9, 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 was made and passed with a unanimous vote.

B. Resolution 38-16 – Accept Collective Bargaining Agreement Between Waverly Utilities and American Federation of State, County, and Municipal Employees, AFL-CIO Local 3489 –

A motion (Vyverberg, Seggerman) to approve Resolution 38-16 – Accept Collective Bargaining Agreement Between Waverly Utilities and American Federation of State, County, and Municipal Employees, AFL-CIO Local 3489 - was made and passed unanimously with a roll call vote as follows: Vyverberg, Seggerman, Suhr and Koenig.

C. Resolution 39-16 – Waverly Utilities In-Kind Donation to Oktoberfest –

A motion (Koenig, Vyverberg) to approve Resolution 39-16 – Waverly Utilities In-Kind Donation to Oktoberfest - was made and passed unanimously with a roll call vote as follows: Koenig, Vyverberg, Seggerman and Suhr.

(6) Board Calendar

Calendar for upcoming meetings was shared.

Waverly Municipal Electric Utility

(7) Action Items –

A. Review Financials -

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

B. Resolution 40-16 – Reimbursement Resolution –

A motion (Seggerman, Vyverberg) to approve Resolution 40-16 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Seggerman, Vyverberg, Suhr and Koenig.

C. Internal Control – Payroll -

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

D. Resolution 41-16 – Resolution Directing Sale of \$2,860,000 Electric Revenue Capital Loan Notes –

A motion (Koenig, Vyverberg) to approve Resolution 41-16 – Resolution Directing

Sale of \$2,860,000 Electric Revenue Capital Loan Notes - was made and passed unanimously with a roll call vote as follows: Koenig, Vyverberg, Suhr and Seggerman.

E. **Resolution 42-16 – Resolution Accepting the 69 kV Transmission Line Construction – West Sub to MEC Tap Rebuild -**

A motion (Vyverberg, Koenig) to approve Resolution 42-16 –Resolution Accepting the 69 kV Transmission Line Construction – West Sub to MEC Tap Rebuild – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Seggerman and Suhr.

(8) Information Items

A. **Preliminary 2017 Budget Review -**

Director, Finance presented the preliminary 2017 budget review.

B. **Energy Efficiency Six-Month Report -**

Director, Customer Services presented the energy efficiency program six month report.

C. **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

(9) 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 43-16 – Resolution Approving Service Activation Project Agreement with Midwest Cable Maintenance of Wisconsin –**

D. **Discussion of Resolution 44-16 – Resolution Updating Rates for Cable Television, Internet and Telephone Services from Resolution 27-16 –**

E. **Discussion of Preliminary 2017 Budget Review –**

F. **Monthly Reports -**

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

(10) Open Session -

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

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

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

B. **Approve Resolution 43-16 - Resolution Approving Service Activation Project Agreement with Midwest Cable Maintenance of Wisconsin -**

A motion (Vyverberg, Seggerman) to approve Resolution 43-16 – Resolution Approving Service Activation Project Agreement with Midwest Cable Maintenance of Wisconsin – was made and passed unanimously with a roll call vote as follows: Vyverberg, Seggerman, Suhr and Koenig.

C. Approve Resolution 44-16 – Resolution Updating Rates for Cable Television, Internet and Telephone Services from Resolution 27-16 –

A motion (Seggerman, Koenig) to approve Resolution 44-16 – Resolution Updating Rates for Cable Television, Internet and Telephone Services from Resolution 27-16 – was made and passed unanimously with a roll call vote as follows: Seggerman, Koenig, Vyverberg and Suhr.

(11) Other Business –

None.

(12) Adjournment

Meeting was adjourned by Chairman Suhr.



Dated September 13, 2016

Chair



Dated September 13, 2016

Secretary