

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, August 8, 2017 – 1:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Suhr, Koenig, Neuendorf, 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:** Seggerman.

(2) Agenda Management –

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

(3) Public Forum –

Vern Gidley from Rubber Development addressed the Board.

(4) Minutes of July 11, 2017, Waverly Utilities Regular Meeting -

A motion (Koenig, Vyverberg) approving the minutes of the July 11, 2017, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Internal Control – Petty Cash -

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

B. Resolution 26-17 – Personnel Policy Review/Revisions -

A motion (Neuendorf, Vyverberg) to approve Resolution 26-17 – Personnel Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Koenig.

C. Resolution 27-17 – Operations Policy Review/Revisions -

A motion (Koenig, Vyverberg) to approve Resolution 27-17 – Operations Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Koenig, Vyverberg, Suhr and Neuendorf.

D. Resolution 28-17 – Oktoberfest In-Kind Donation -

A motion (Vyverberg, Koenig) to approve Resolution 28-17 – Oktoberfest In-Kind Donation – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig and Suhr. Neuendorf abstained.

(6) Information Items

A. Cybersecurity -

Information was shared about the cybersecurity analysis that was completed and the policy that will be presented at the next board meeting.

(7) Board Calendar

Calendar for upcoming meetings was shared.

Waverly Municipal Electric Utility

(8) Action Items –

A. Ratify Trade Accounts -

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

ii. A motion (Koenig, Vyverberg) to ratify the trade accounts 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, Neuendorf) to accept the financials was made and passed with a unanimous vote.

- C. **Resolution 29-17 – Reimbursement Resolution –**
A motion (Koenig, Neuendorf) to approve Resolution 29-17 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Koenig, Neuendorf, Suhr and Vyverberg.
- D. **Resolution 30-17 – Corporate Authorization Resolution – First National Bank -**
A motion (Neuendorf, Vyverberg) to approve Resolution 30-17 – Corporate Authorization Resolution – First National Bank - was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Koenig.
- E. **Resolution 31-17 – Corporate Authorization Resolution – Security State Bank -**
A motion (Vyverberg, Koenig) to approve Resolution 31-17 – Corporate Authorization Resolution – Security State Bank - was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Neuendorf and Suhr.

(9) Information Items

- A. **Energy Efficiency Programs -**
Current and future energy efficiency programs were discussed.
- B. **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 (Neuendorf, 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: Neuendorf, Koenig, Suhr and Vyverberg.

- A. **Review Financials –**
Financials were presented and discussed.
- B. **Marketing and Sub Growth Reports -**
Reports pertaining to marketing and sub growth were presented.

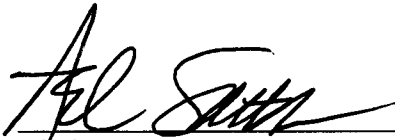
(11) Open Session -

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

- A. **Ratify Trade Accounts -**
A motion (Koenig, Vyverberg) to ratify the trade accounts was made and passed with a unanimous vote.
- B. **Approve Waverly Communications Utility Financials -**
A motion (Vyverberg, Neuendorf) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.
- C. **Resolution 32-17 – Corporate Authorization Resolution – First National Bank -**
A motion (Neuendorf, Vyverberg) to approve Resolution 32-17 – Corporate Authorization Resolution – First National Bank - was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Koenig.
- D. **Resolution 33-17 – Corporate Authorization Resolution – Dubuque Bank and Trust Co. -**
A motion (Vyverberg, Koenig) to approve Resolution 33-17 – Corporate Authorization Resolution – Dubuque Bank and Trust Co. - was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Neuendorf and Suhr.
- E. **Monthly Department Reports -**
Reports pertaining to the communication utility were presented.

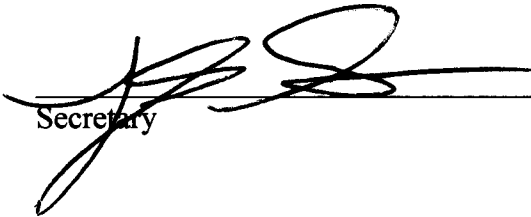
(12) Other Business –
None.

(13) Adjournment
Meeting was adjourned by Chairman Suhr.



Dated July 11, 2017

Chair



Dated July 11, 2017

Secretary