

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Monday, February 13, 2017 – 1:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Suhr, Koenig, Seggerman, Vyverberg and Neuendorf. 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:** None.

(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 January 11, 2017, Waverly Utilities Regular Meeting -

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

(5) Action Items –

A. Ratify Trade Accounts -

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

(6) Information Items

A. Policy Review

Company cell phone policy was reviewed and recommendations made by staff for changes in the policy. The revised policy will be brought to the Board for approval at the next meeting.

B. Strategic Business Plan

i. 2016 Training and Education Report

Report showing all of the training and education completed by Waverly Utilities' employees 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, Seggerman) to accept the financials was made and passed with a unanimous vote.

B. Resolution 02-17 – Reimbursement Resolution –

A motion (Seggerman, Neuendorf) to approve Resolution 02-17 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Seggerman, Neuendorf, Koenig, Suhr and Vyverberg.

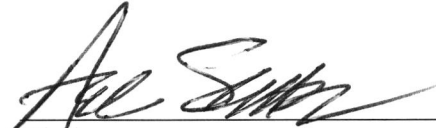
C. Resolution 03-17 – Transfer of Key Account Funds -

A motion (Seggerman, Koenig) to approve Resolution 03-17 – Transfer of Key Account Funds – was made and passed unanimously with a roll call vote as follows: Seggerman, Koenig, Neuendorf, Suhr and Vyverberg.

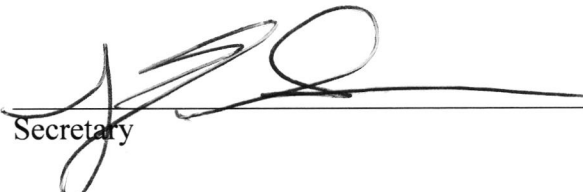
- D. **Customer Payment -**
A motion (Neuendorf, Seggerman) to accept a payment agreement with Rubber Development was made and passed with a unanimous vote.
- (9) **Information Items**
 - A. **2016 Energy Efficiency Annual Report -**
Results from the 2016 energy efficiency programs were shared with the Board.
 - B. **2016 Outage and Blinks Report -**
Yearly report was presented.
 - 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

- (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, Seggerman, Suhr and Vyverberg
 - A. **Review Financials –**
Financials were presented and discussed.
 - B. **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 (Koenig, Seggerman) to move into open session was made and passed unanimously with a roll call vote as follows: Koenig, Seggerman, Neuendorf, Suhr and Vyverberg
 - A. **Approve Waverly Communications Utility Financials -**
A motion (Vyverberg, Neuendorf) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.
- (12) **Other Business –**
None.
- (13) **Adjournment**
Meeting was adjourned by Chairman Suhr.


Chair

Dated February 13, 2017


Secretary

Dated February 13, 2017