

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, July 11, 2017 – 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 (Koenig, Seggerman) to approve the agenda was made and passed with a unanimous vote.

**(3) Public Forum –**

No one came forward.

**(4) Minutes of June 13, 2017, Waverly Utilities Regular Meeting -**

A motion (Seggerman, Koenig) approving the minutes of the June 13, 2017, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

**(5) Action Items –**

**A. Internal Control – Fixed Assets -**

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

**B. Resolution 22-17 – Personnel Policy Review/Revisions -**

A motion (Vyverberg, Koenig) to approve Resolution 22-17 – Personnel Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Seggerman and Suhr.

**C. Resolution 23-17 – Operations Policy Review/Revisions -**

A motion (Seggerman, Vyverberg) to approve Resolution 23-17 – Operations Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Seggerman, Vyverberg, Suhr and Koenig.

**(6) Information Items**

None.

**(7) Board Calendar**

Calendar for upcoming meetings was shared.

**Waverly Municipal Electric Utility**

**(8) Action Items –**

**A. Ratify Trade Accounts -**

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

ii. A motion (Koenig, Seggerman) 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 (Weggerman, Koenig) to accept the financials was made and passed with a unanimous vote.

**C. Resolution 24-17 – Reimbursement Resolution –**

A motion (Seggerman, Vyverberg) to approve Resolution 24-17 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Seggerman, Vyverberg, Koenig and Suhr.

**D. Resolution 25-17 – Cogsdale Accounting Software -**

A motion (Koenig, Vyverberg) to approve Resolution 25-17 – Cogsdale Accounting Software - was made and passed unanimously with a roll call vote as follows: Koenig, Vyverberg, Suhr and Seggerman.

**(9) Information Items**

**A. Community Solar Garden -**

An update was given regarding the status of a community solar garden.

**B. Electric Utility Strategic Business Plan Initiatives -**

An update was given on the status of the electric utility strategic business plan initiatives.

**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 (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. Marketing and Sub Growth Reports -**

Reports pertaining to marketing and sub growth were presented.

**C. Communications Utility Strategic Business Plan Initiatives -**

An update was given on the status of the communication utility strategic business plan initiatives.

**(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 and Suhr (Koenig had to leave meeting).

**A. Ratify Trade Accounts -**

A motion (Seggerman, Vyverberg) to ratify the trade accounts was made and passed with a unanimous vote.

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

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

**C. Monthly Department Reports -**


Reports pertaining to the communication utility were presented.

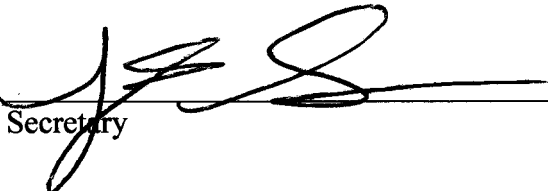
**(12) Other Business –**

None.

**(13) Adjournment**

Meeting was adjourned by Chairman Suhr.

  
\_\_\_\_\_ Dated July 11, 2017  
Chair

  
\_\_\_\_\_ Dated July 11, 2017  
Secretary