

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, March 14, 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 (Vyverberg, Seggerman) to approve the agenda was made and passed with a unanimous vote.

(3) Public Forum –

No one came forward.

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

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

(5) Action Items –

A. Ratify Trade Accounts -

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

ii. A motion (Vyverberg, Seggerman) to ratify the trade accounts for Ael Suhr Enterprises was made and passed with a unanimous vote. Ael Suhr abstained.

B. Internal Control – Cash -

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

C. Resolution 04-17 – Cell Phone Policy Revision -

A motion (Koenig, Vyverberg) to approve Resolution 04-17 – Cell Phone Policy Revision – was made and passed unanimously with a roll call vote as follows: Koenig, Vyverberg, Suhr and Seggerman.

(6) Information Items

A. Professional Services Listing -

A listing of professional services that are utilized by Waverly Utilities 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 05-17 – Reimbursement Resolution –

A motion (Vyverberg, Koenig) to approve Resolution 05-17 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Seggerman and Suhr.

C. Resolution 06-17 – Fiber Extension Policy -

A motion (Seggerman, Koenig) to approve Resolution 06-17 – Fiber Extension Policy – was made and passed unanimously with a roll call vote as follows: Seggerman, Koenig, Suhr and Vyverberg.

(9) Information Items

- A. **Financial Ratios -**
Financial Ratios were shared with the Board.
- B. **2018 Cash Transfers to the City -**
Proposed 2018 Cash Transfers to the City were 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 (Vyverberg, 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: Vyverbreg, Koenig, Seggerman and Suhr

- A. **Review Financials -**
Financials were presented and discussed.
- B. **2016 WCU Financial Results vs. Original Business Plan -**
Financial results for 2016 versus the original business plan were presented.
- C. **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, Suhr and Vyverberg

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

(12) Other Business –

None.

(13) Closed Session -

A motion (Vyverberg, Koenig) to move into closed session per Iowa Code 21.5(i) – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Seggerman and Suhr

- A. **Performance Review -**
Board of Trustees discussed performance of CEO.

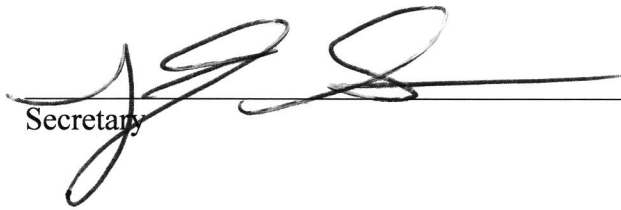
(14) Open Session -

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

(15) Adjournment

Meeting was adjourned by Chairman Suhr.


_____ Dated March 14, 2017
Chair


_____ Dated March 14, 2017
Secretary