

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, May 9, 2017 – 1:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

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

(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 April 11, 2017, Waverly Utilities Regular Meeting -

A motion (Seggerman, Koenig) approving the minutes of the April 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 (Koenig, Seggerman) 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.

B. Internal Control – Inventory -

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

C. Resolution 12-17 – Personnel Policy Review/Revisions -

A motion (Koenig, Seggerman) to approve Resolution 12-17 – Personnel Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Koenig, Seggerman and Suhr. Neuendorf absent for vote.

D. Resolution 13-17 – Operations Policy Review/Revisions -

A motion (Koenig, Seggerman) to approve Resolution 13-17 – Operations Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Koenig, Seggerman and Suhr. Neuendorf absent for vote.

(6) Information Items

A. Trees Forever -

Meredith Borchardt from Trees Forever presented their 2016 Annual Report.

B. Minimum Insurance Coverage Review -

Review of insurance coverage was presented to 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 (Seggerman, Neuendorf) to accept the financials was made and passed with a unanimous vote.

B. Resolution 14-17 – Reimbursement Resolution –

A motion (Neuendorf, Koenig) to approve Resolution 14-17 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Neuendorf, Koenig, Seggerman and Suhr.

(9) Information Items

A. General Operating Information -

Staff presented the General Operating Information booklet to the Board.

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 (Koenig, Seggerman) 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, Seggerman and Suhr. Neuendorf stepped out of meeting.

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

A. Approve Waverly Communications Utility Financials -

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

B. Resolution 15-17 – Business Internet and Phone Rate Changes -

A motion (Neuendorf, Koenig) to approve Resolution 15-17 – Business Internet and Phone Rate Changes – was made and passed unanimously with a roll call vote as follows: Neuendorf, Koenig, Seggerman and Suhr.

C. Monthly Department Reports -

Reports pertaining to the communication utility were presented.

(12) Other Business –

None.

(13) Adjournment

Meeting was adjourned by Chairman Suhr.



Chair

Dated May 9, 2017



Secretary

Dated May 9, 2017