

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, November 14, 2017 – 1:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Suhr, Neuendorf, Seggerman (by phone) and Vyverberg. WLP Presenters – Darrel Wenzel, CEO; Angie Schroeder, Board Secretary; Jen Bloker, Director, Marketing & Public Information; Curt Atkins, Director, Customer Services; Jeff Magsamen, Director, Telecom and Mike Litterer, COO. **Absent:** Koenig.

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

(4) Minutes of October 10, 2017, Waverly Utilities Regular Meeting -

A motion (Neuendorf, Vyverberg) approving the minutes of the October 10, 2017, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Internal Control – Accounts Payable -

A motion (Vyverberg, Neuendorf) to accept the Internal Control – Accounts Payable – document was made and passed with a unanimous vote.

B. Resolution 44-17 – Personnel Policy Review/Revisions -

A motion (Neuendorf, Vyverberg) to approve Resolution 44-17 – Personnel Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Seggerman and Suhr.

C. Resolution 45-17 – Operations Policy Review/Revisions -

A motion (Neuendorf, Vyverberg) to approve Resolution 45-17 – Operations Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Seggerman and Suhr.

D. Resolution 46-17 – Financial Policy -

A motion (Neuendorf, Vyverberg) to approve Resolution 46-17 – Financial Policy – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Seggerman and Suhr.

E. Resolution 47-17 – Selection of 2017-2019 Auditors -

A motion (Vyverberg, Neuendorf) to approve Resolution 47-17 – Selection of 2017-2019 Auditors – was made and passed unanimously with a roll call vote as follows: Vyverberg, Neuendorf, Seggerman and Suhr.

(6) Information Items

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

ii. A motion (Neuendorf, 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 (Neuendorf, Vyverberg) to accept the financials was made and passed with a unanimous vote.
 - C. **Resolution 48-17 – Reimbursement Resolution –**
A motion (Neuendorf, Vyverberg) to approve Resolution 48-17 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Seggerman.
 - D. **Resolution 49-17 – Corporate Authorization Resolution – Security State Bank -**
A motion (Neuendorf, Vyverberg) to approve Resolution 49-17 - Corporate Authorization Resolution – Security State Bank – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Seggerman.
 - E. **Resolution 50-17 – Corporate Authorization Resolution –First National Bank -**
A motion (Neuendorf, Vyverberg) to approve Resolution 50-17 - Corporate Authorization Resolution – First National Bank – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Seggerman.
 - F. **Public Hearing to Approve 2018 Waverly Municipal Electric Utility Budget -**
No one came forward and no documents were received by the Board Secretary.
 - G. **Resolution 51-17 – Approve 2018 Waverly Municipal Electric Utility Budget -**
A motion (Vyverberg, Neuendorf) to approve Resolution 51-17 – 2018 Waverly Municipal Electric Utility Budget – was made and passed unanimously with a roll call vote as follows: Vyverberg, Neuendorf, Suhr and Seggerman.
 - H. **Resolution 52-17 – Interconnection Agreement with CUNA -**
A motion (Neuendorf, Vyverberg) to approve Resolution 52-17 – Interconnection Agreement with CUNA – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Seggerman and Suhr.
 - I. **Resolution 53-17 – MEAN and CUNA Agreement -**
A motion (Neuendorf, Vyverberg) to approve Resolution 53-17 – MEAN and CUNA Agreement – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Seggerman.
 - J. **Resolution 43-17 – Maintenance and Service Agreement for Cannon 1 & 2 with EWT – Americas, Inc. -**
A motion (Neuendorf, Vyverberg) to approve Resolution 43-17 – Maintenance and Service Agreement for Cannon 1 & 2 with EWT – Americas, Inc. – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Seggerman.
- (9) **Information Items**
- A. **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, 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: Neuendorf, Vyverberg, Suhr and Seggerman.
- A. **Review Financials –**
Financials were presented and discussed.
 - B. **Discussion of Resolution 56-17 – Approve 2018 Waverly Communications Utility Budget -**
2018 Waverly Communications Utility Budget was discussed.

C. Marketing and Sub Growth Reports -

Reports pertaining to marketing and sub growth were presented.

(11) Open Session -

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

A. Ratify Trade Accounts -

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

B. Approve Waverly Communications Utility Financials -

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

C. Resolution 54-17 – Corporate Authorization Resolution – First National Bank -

A motion (Neuendorf, Vyverberg) to approve Resolution 54-17 – Corporate Authorization Resolution – First National Bank – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Seggerman.

D. Resolution 55-17 – Corporate Authorization Resolution – Dubuque Bank and Trust Co. -

A motion (Neuendorf, Vyverberg) to approve Resolution 55-17 – Corporate Authorization Resolution – Dubuque Bank and Trust Co. – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Seggerman.

E. Public Hearing to Approve 2018 Waverly Communications Utility Budget -

No one came forward and no documents were received by the Board Secretary.

F. Resolution 56-17 – Approve 2018 Waverly Communications Utility Budget -

A motion (Vyverberg, Neuendorf) to approve Resolution 56-17 – 2018 Waverly Communications Utility Budget – was made and passed unanimously with a roll call vote as follows: Vyverberg, Neuendorf, Suhr and Seggerman.

G. Resolution 57-17 – Communications Utility Fiber Extension Policy -

Postponed to next meeting. Policy not complete.

H. Resolution 58-17 – Commercial Rate Schedule Revision -

A motion (Neuendorf, Vyverberg) to approve Resolution 58-17 – Commercial Rate Schedule Revision – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Suhr and Seggerman.

I. Monthly Department Reports -

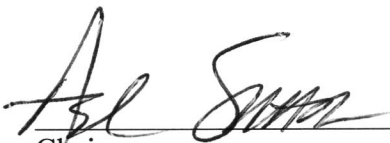
Reports pertaining to the communication utility were presented.

(12) Other Business –

None.

(13) Adjournment

Meeting was adjourned by Chairman Suhr.


Chair

Dated November 14, 2017


Secretary

Dated November 14, 2017