

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, October 10, 2017 – 1:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

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

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

(4) Minutes of September 12, 2017, Waverly Utilities Regular Meeting -

A motion (Neuendorf, Vyverberg) approving the minutes of the September 12, 2017, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Internal Control – Investments -

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

B. Resolution 39-17 – Personnel Policy Review/Revisions -

A motion (Neuendorf, Koenig) to approve Resolution 39-17 – Personnel Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Neuendorf, Koenig, Seggerman, Suhr and Vyverberg.

C. Resolution 40-17 – Operations Policy Review/Revisions -

A motion (Vyverberg, Koenig) to approve Resolution 40-17 – Operations Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Vyverberg, Koenig, Neuendorf, Seggerman and Suhr.

D. Resolution 41-17 – Investment Policy -

A motion (Neuendorf, Seggerman) to approve Resolution 41-17 – Investment Policy – was made and passed unanimously with a roll call vote as follows: Neuendorf, Seggerman, Suhr, Vyverberg and Koenig.

(6) Information Items

A. Strategic Business Plan Initiatives – Progress Report -

Staff updated the Board on third quarter progress made on Strategic Business Plan Initiatives.

(7) Board Calendar

Calendar for upcoming meetings was shared.

Waverly Municipal Electric Utility

(8) 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 (Neuendorf, 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 (Vyverberg, Neuendorf) to accept the financials was made and passed with a unanimous vote.

- C. **Resolution 42-17 – Reimbursement Resolution –**
A motion (Seggerman, Koenig) to approve Resolution 42-17 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Seggerman, Koenig, Neuendorf, Suhr and Vyverberg.
- D. **Resolution 43-17 – Maintenance and Service Agreement for Cannon 1 & 2 with EWT-Americas, Inc. -**
Documents weren't complete for this meeting. Item will be brought back to Board at a later date.
- E. **Set Date of November 14, 2017, for Public Hearing to Approve 2018 Budget -**
A motion (Neuendorf, Vyverberg) to set a date of November 14, 2017, for the Public Hearing to Approve the 2018 Budget was made and passed with a unanimous vote.

(9) Information Items

- A. **Proposed 2018 Budget -**
Proposed 2018 WMEU budget was presented.
- 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 (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, Seggerman and Koenig.

- A. **Review Financials –**
Financials were presented and discussed.
- B. **Proposed 2018 Budget -**
Proposed 2018 WCU budget was presented.
- C. **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, Vyverberg and Koenig.

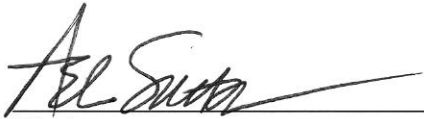
- A. **Ratify Trade Accounts -**
A motion (Koenig, Neuendorf) to ratify the trade accounts was made and passed with a unanimous vote.
- B. **Approve Waverly Communications Utility Financials -**
A motion (Seggerman, Vyverberg) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.
- C. **Set Date of November 14, 2017, for Public Hearing to Approve 2018 Budget -**
A motion (Neuendorf, Vyverberg) to set a date of November 14, 2017, for the Public Hearing to Approve the 2018 Budget was made and passed with a unanimous vote.
- D. **Monthly Department Reports -**
Reports pertaining to the communication utility were presented.

(12) Other Business –

None.

(13) Adjournment

Meeting was adjourned by Chairman Suhr.



Dated October 10, 2017

Chair



Dated October 10, 2017

Secretary