

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, March 13, 2018 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Neuendorf, Seggerman, and Vyverberg. WLP Presenters –Darrel Wenzel, CEO; Angie Schroeder, Board Secretary; Jen Bloker, Director, Marketing & Public Information; Kasey Lewis, Director, Finance; Curt Atkins, Director, Business Operations; Jeff Magsamen, Director, Telecom; and Tyler Plate, Director, Electric Operations. **Absent:** None.

(1) Vice Chair Opening Remarks

(2) Agenda Management –

Request was made to move item (9) I. – Customer Payment Plan – to above item (9) A. A motion (Seggerman, Brunkhorst) to approve the agenda as modified was made and passed with a unanimous vote.

(3) Public Forum –

No one came forward.

(4) Minutes of February 20, 2018, Waverly Utilities Regular Meeting -

A motion (Brunkhorst, Neuendorf) approving the minutes of the February 20, 2018, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Resolution 15-18 – Personnel Policy Review/Revisions -

A motion (Buckingham, Neuendorf) to approve Resolution 15-18 – Personnel Policy Review/Revisions – was made and passed unanimously with a roll call vote as follows: Buckingham, Neuendorf, Seggerman, Vyverberg and Brunkhorst

B. Internal Control – Cash -

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

C. Resolution 16-18 – Televising Meetings -

A motion (Neuendorf, Brunkhorst) to approve Resolution 16-18 – Televising Meetings - was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunkhorst, Seggerman, Buckingham and Vyverberg

D. Resolution 17-18 – Customer Proprietary Network Information Policy -

A motion (Brunkhorst, Seggerman) to approve Resolution 17-18 – Customer Proprietary Network Information Policy– was made and passed unanimously with a roll call vote as follows: Brunkhorst, Seggerman, Buckingham, Vyverberg and Neuendorf

E. Resolution 18-18 – Paper Billing Fee -

A motion (Seggerman, Buckingham) to approve Resolution 18-18 – Paper Billing Fee - was made and passed with a roll call vote as follows: Ayes - Seggerman, Buckingham, Vyverberg and Neuendorf; Nays – Brunkhorst.

F. Resolution 19-18 – Emergency Preparedness Document -

A motion (Brunkhorst, Neuendorf) to approve Resolution 19-18 – Emergency Preparedness Document - was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Seggerman, Buckingham and Vyverberg

(6) Information Items -

A. Trees Forever Presentation -

Meredith Borchardt from Trees Forever and Tab Ray from the City of Waverly presented the Waverly Trees Forever 2017 Annual Report.

B. Professional Services Providers -

Curt Atkins shared a listing of the professional service providers we utilize on a regular basis.

(7) Other Business –

None.

(8) Board Calendar

Calendar for upcoming meetings was shared.

Waverly Municipal Electric Utility

(9) Action Items –

I. Customer Payment Plan -

A motion (Brunkhorst, Seggerman) to approve the customer payment plan was made and passed with a unanimous vote.

A. Ratify WMEU Trade Accounts -

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

B. Review Financials -

Financials were presented and discussed. A motion (Neuendorf, Seggerman) to accept the financials was made and passed with a unanimous vote.

C. Resolution 20-18 – Reimbursement Resolution –

A motion (Brunkhorst, Buckingham) to approve Resolution 20-18 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Buckingham, Vyverberg, Seggerman and Neuendorf

D. Resolution 21-18 – Resolution Approving Construction Contract and Bond for the Furnishing 15 kV Indoor Metalclad Switchgear -

A motion (Brunkhorst, Neuendorf) to approve Resolution 21-18 – Resolution Approving Construction Contract and Bond for the Furnishing 15 kV Indoor Metalclad Switchgear – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Seggerman, Buckingham and Vyverberg.

E. Resolution 22-18 – Interconnection Agreement between Waverly Utilities and CUNA – Solar Array -

A motion (Buckingham, Seggerman) to approve Resolution 05-18 – Transfer of Property – was made and passed unanimously with a roll call vote as follows: Seggerman, Buckingham, Vyverberg, Brunkhorst and Neuendorf

F. Resolution 23-18 – MEAN and CUNA Agreement – Solar Array -

Agreement not ready for approval. Postponed to a future meeting.

G. Resolution 24-18 – Resolution Ordering Construction of the Community Solar Garden Project, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor -

A motion (Buckingham, Neuendorf) to approve Resolution 24-18 – Resolution Ordering Construction of the Community Solar Garden Project, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor – was made and passed unanimously with a roll call vote as follows: Buckingham, Neuendorf, Seggerman, Vyverberg and Brunkhorst

H. Resolution 25-18 – Community Solar Project Customer Contract -

A motion (Neuendorf, Buckingham) to approve Resolution 25-18 – Community Solar Project Customer Contract – was made and passed unanimously with a roll call vote as follows: Neuendorf, Buckingham, Vyverberg, Brunkhorst and Seggerman

(10) Information Items

A. 2019 Cash Transfers to the City of Waverly -

Kasey Lewis presented the plan for the 2019 cash transfer to the City of Waverly.

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

(11) Closed Session -

A motion (Neuendorf, 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: Neuendorf, Seggerman, Buckingham, Vyverberg and Brunkhorst.

A. Review Preliminary Financials –

Financials were presented and discussed.

B. Marketing and Sub Growth Reports -

Reports pertaining to marketing and sub growth were presented.

(12) Open Session -

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

A. Ratify Trade Accounts -

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

B. Approve Waverly Communications Utility Financials -

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

C. Resolution 26-18 – Amended 28E Agreement -

A motion (Neuendorf, Seggerman) to approve Resolution 26-18 – Amended 28E Agreement – was made and passed unanimously with a roll call vote as follows: Neuendorf, Seggerman, Buckingham, Vyverberg and Brunkhorst

D. Monthly Department Reports -

Reports pertaining to the communication utility were presented.

(13) Adjournment

A motion (Buckingham, Neuendorf) to adjourn the meeting was made and passed with a unanimous vote.



Chair

Dated March 13, 2018



Secretary

Dated March 13, 2018