

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, October 9, 2018 – 1:00 P.M.

1002 Adams Parkway

Present:

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

(1) Vice Chair Opening Remarks

None.

(2) Agenda Management –

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

(3) Public Forum –

Dietrich Drenkow asked if staff could help with a fundraiser that the Waverly Rotary will be conducting this winter. Staff will check on this and let the Rotary know.

(4) Minutes of September 11, 2018, Waverly Utilities Regular Meeting -

A motion (Brunkhorst, Buckingham) approving the minutes of the September 11, 2018, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Internal Control – Investments -

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

B. Resolution 53-18 – Services to the City of Waverly - Projects –

Staff requested that this item be tabled until a future meeting. A motion (Brunkhorst, Neuendorf) to table Resolution 53-18 – Services to the City of Waverly - Projects – was made and passed with a unanimous vote.

C. Resolution 54-18 – Emergency Preparedness and Disaster Recovery –

A motion (Buckingham, Seggerman) to approve Resolution 54-18 – Emergency Preparedness and Disaster Recovery – was made and passed unanimously with a roll call vote as follows: Buckingham, Seggerman, Neuendorf, Brunkhorst and Vyverberg.

D. Resolution 55-18 – Key and Key FOB Policy –

A motion (Seggerman, Neuendorf) to approve Resolution 55-18 – Key and Key FOB Policy– was made and passed unanimously with a roll call vote as follows:, Seggerman, Neuendorf, Brunkhorst, Buckingham and Vyverberg.

E. Resolution 56-18 – Barricading and Grounding Mechanical Equipment –

A motion (Neuendorf, Buckingham) to approve Resolution 56-18 – Barricading and Grounding Mechanical Equipment – was made and passed unanimously with a roll call vote as follows: Neuendorf, Buckingham, Seggerman, Vyverberg and Brunkhorst.

(6) Information Items –

None

(7) Other Business –

None.

(8) Board Calendar

Calendar for upcoming meetings was shared.

(9) Closed Session – Per Iowa Code 20.17(3) and 22.7

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

A. Union Supposal

B. Records Request

(10) 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, Buckingham, Vyverberg and Brunkhorst

Waverly Municipal Electric Utility

(11) Action Items –

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 (Brunkhorst, Seggerman) to accept the financials was made and passed with a unanimous vote.

C. Resolution 57-18 – Reimbursement Resolution –

A motion (Buckingham, Neuendorf) to approve Resolution 57-18 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Buckingham, Neuendorf, Seggerman, Vyverberg and Brunkhorst.

D. Resolution 58-18 – Bond Counsel Engagement Agreement –

A motion (Seggerman, Neuendorf) to approve Resolution 58-18 – Bond Counsel Engagement Agreement – was made and passed unanimously with a roll call vote as follows: Seggerman, Neuendorf, Brunkhorst, Buckingham and Vyverberg.

E. Resolution 59-18 – Resolution Fixing Date for a Meeting on the Proposition to Authorize a Loan Agreement and the Issuance of Notes to Evidence the Obligations of the City Thereunder –

A motion (Brunkhorst, Buckingham) to approve Resolution 59-18 - Resolution Fixing Date for a Meeting on the Proposition to Authorize a Loan Agreement and the Issuance of Notes to Evidence the Obligations of the City Thereunder – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Buckingham, Neuendorf, Seggerman and Vyverberg.

F. Resolution 60-18 – Adopt 2019 Rate Schedules –

A motion (Buckingham, Seggerman) to approve Resolution 60-18 – Adopt 2019 Rate Schedules – was made and passed unanimously with a roll call vote as follows: Buckingham, Seggerman, Neuendorf, Brunkhorst, and Vyverberg.

(12) Information Items –

A. Preliminary 2019 Budget -

Preliminary 2019 WMEU Budget was presented.

B. Rules of Operation -

Curt presented updates to the Rules of Operation which will be approved at the November meeting.

C. Monthly Department Reports -

Reports pertaining to the electric utility were presented.

Waverly Communications Utility

(13) Action Items -

A. Ratify Trade Accounts -

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

B. Resolution 61-18 – Revisions to the Acceptable Use Policy –

A motion (Buckingham, Seggerman) to approve Resolution 61-18 – Revisions to the Acceptable Use Policy – was made and passed unanimously with a roll call vote as follows: Buckingham, Seggerman, Neuendorf, Brunkhorst, and Vyverberg.

C. Resolution 62-18 – Revisions to Commercial Rates –

A motion (Brunkhorst, Buckingham) to approve Resolution 62-18 – Revisions to Commercial Rates – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Buckingham, Neuendorf, Seggerman and Vyverberg.

(14) Information Items –

A. Monthly Department Reports -

Reports pertaining to the communication utility were presented.

(15) 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 Financials –

Financials were presented and discussed.

B. Marketing and Sub Growth Reports -

Reports pertaining to marketing and sub growth were presented.

C. Preliminary 2019 Budget -

Preliminary 2019 WCU Budget was presented.

(16) Open Session -

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

A. Approve Waverly Communications Utility Financials -

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


(17) Adjournment

Meeting was adjourned.



Chair

Dated October 9, 2018



Secretary

Dated October 9, 2018