

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, December 10, 2019 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Brunssen and Neuendorf. Guest Trustee – Daniel Hanawalt. WLP Presenters –Darrel Wenzel, CEO; Jen Bloker, Director, Marketing & Public Information; Kasey Lewis, Director, Finance; Curt Atkins, Director, Operations; Angie Schroeder, Director, Human Resources & Board Secretary and Jeff Magsamen, Director, Telecom. **Absent:** Seggerman

(1) Chair Opening Remarks -

None

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

(4) Minutes of November 12, 2019, Waverly Utilities Regular Meeting -

A motion (Neuendorf, Brunkhorst) approving the minutes of the November 12, 2019 Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Internal Control – Accounts Receivable -

A motion (Brunkhorst, Brunssen) to accept the Internal Control – Accounts Receivable – document was made and passed with a unanimous vote.

B. Resolution 37-19 – Waverly Utilities Customer Service Policy -

A motion (Brunkhorst, Neuendorf) to approve Resolution 37-19 – Waverly Utilities Customer Service Policy – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Buckingham and Brunssen

C. Resolution 38-19 – Rules of Operation

A motion (Brunssen, Neuendorf) to approve Resolution 38-19 – Rules of Operation - was made and passed unanimously with a roll call vote as follows: Brunssen, Neuendorf, Brunkhorst and Buckingham

(6) Information Items –

None

(7) Other Business –

None

(8) Board Calendar -

Calendar for upcoming meetings was shared. There was some discussion about changing the day the meeting will be held each month and also the time. No decisions were made. Brunkhorst asked for an extended meeting to discuss strategic planning.

Waverly Municipal Electric Utility

(9) Action Items –

A. Ratify WMEU Trade Accounts -

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

B. Review Financials -

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

C. **Resolution 45-19 - Reimbursement Resolution –**

A motion (Brunkhorst, Neuendorf) to approve Resolution 45-19 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Buckingham and Brunssen

(10) **Information Items –**

A. **Financial Policy Review**

The Financial Policy was shared with no changes being recommended.

B. **Investment Policy Review**

The Investment Policy was shared with no changes being recommended.

C. **Monthly Department Reports -**

Reports pertaining to the electric utility were presented.

Neuendorf had to leave the meeting.

Waverly Communications Utility

(11) **Action Items -**

A. **Ratify WCU Trade Accounts -**

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

C. **Resolution 46-19 – Update Rates -**

A motion (Brunkhorst, Brunssen) to approve Resolution 46-19 – Update Rates – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Brunssen and Buckingham

(12) **Information Items –**

A. **Monthly Department Reports -**

Reports pertaining to the communication utility were presented.

(13) **Closed Session -**

A motion (Brunssen, Brunkhorst) 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: Brunssen, Brunkhorst and Buckingham

A. **Review Financials –**

Financials were presented and discussed.

B. **Marketing and Sub Growth Reports -**

Reports pertaining to marketing and sub growth were presented.

(14) **Open Session -**

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

A. **Approve Waverly Communications Utility Financials -**

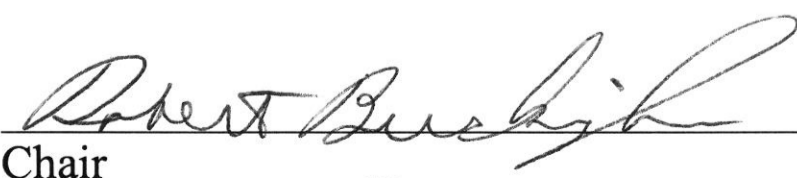
A motion (Brunkhorst, Brunssen) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.

(15) **Board of Trustees Comments -**

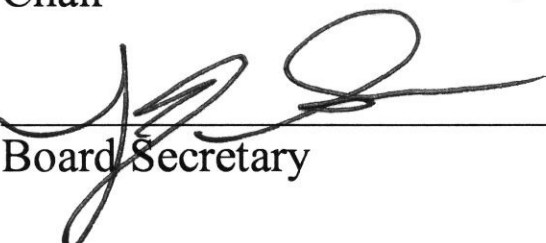
None

(16) **Adjournment -**

Meeting was adjourned.


Chair

Dated December 10, 2019


Board Secretary

Dated December 10, 2019