

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, January 8, 2019 – 1:00 P.M.

1002 Adams Parkway

**Present:**

Trustees – Brunssen (Phone), Buckingham, Brunkhorst, Neuendorf, Seggerman. 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) Chair Opening Remarks**

None

**(2) Agenda Management –**

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

**(3) Public Forum –**

No one came forward.

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

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

**(5) Action Items**

None

**(6) Information Items –**

**A. Marketing Plan -**

The Marketing Plan for 2019 was presented.

**B. Strategic Business Plan Initiatives – Progress Report -**

Staff gave a quarterly update on the progress of Strategic Business Plan initiatives.

**(7) Other Business –**

None.

**(8) Board Calendar**

Calendar for upcoming meetings was shared.

**Waverly Municipal Electric Utility**

**(9) Action Items –**

**A. Ratify WMEU Trade Accounts -**

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

**B. Review Financials -**

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

**C. Resolution 01-19 - Reimbursement Resolution –**

A motion (Neuendorf, Seggerman) to approve Resolution 01-19 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Neuendorf, Seggerman, Buckingham, Brunssen and Brunkhorst

**D. Resolution 02-19 – Operations Policies & Procedures Modifications –**

A motion (Neuendorf, Seggerman) to approve Resolution 02-19 – Operations Policies & Procedures Modifications – was made and passed unanimously with a roll call vote as follows: Neuendorf, Seggerman, Buckingham, Brunssen and Brunkhorst

**(10) Information Items –**

**A. Monthly Department Reports -**

Reports pertaining to the electric utility were presented.

**Waverly Communications Utility**

**(11) Action Items -**

**A. Ratify Trade Accounts -**

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

**(12) Information Items -**

**A. Monthly Department Reports -**

Reports pertaining to the communication utility were presented.

**(13) Closed Session -**

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

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

**(15) Approve Waverly Communications Utility Financials -**

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

**(16) Adjournment**

Meeting was adjourned.

  
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Chair

Dated January 8, 2019

  
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Secretary

Dated January 8, 2019