

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, March 12, 2019 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Brunssen, Buckingham, Brunkhorst, Neuendorf, Seggerman. WLP Presenters – Darrel Wenzel, CEO; Angie Schroeder, Board Secretary; Jen Bloker, Director, Marketing & Public Information; Stacy Braun-Wagner, Interim Director, Finance; Curt Atkins, Director, Operations; and Jeff Magsamen, Director, Telecom. **Absent:** None.

(1) Chair Opening Remarks

None

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

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

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

(5) Action Items

A. Internal Control – Cash -

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

A. Resolution 04-19 – Board Policy -

A motion (Neuendorf, Seggerman) to approve Resolution 04-19 – Board Policy – was made and passed unanimously with a roll call vote as follows: Neuendorf, Seggerman, Brunkhorst, Buckingham and Brunssen

(10) Information Items –

A. Professional Services -

Staff gave Board a listing of professional service organizations that we use.

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

C. Resolution 09-19 - Reimbursement Resolution –

A motion (Seggerman, Neuendorf) to approve Resolution 09-19 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Seggerman, Neuendorf, Buckingham, Brunssen and Brunkhorst

D. Resolution 10-19 – Operations Policies & Procedures Modifications –

A motion (Brunssen, Neuendorf) to approve Resolution 10-19 – Operations Policies & Procedures Modifications – was made and passed unanimously with a roll call vote as follows: Brunssen, Neuendorf, Brunkhorst, Seggerman, Buckingham

(10) Information Items –

A. Distribution Equipment - Arresters -

Staff gave a report to the Board about the condition of the arresters on our system and how we are going to try to mitigate any further issues.

B. Cash Transfers to the City of Waverly -

Staff presented the plan for the 2020 cash transfer to the City.

C. Monthly Department Reports -

Reports pertaining to the electric utility were presented.

Waverly Communications Utility

(11) Action Items -

A. Ratify Trade Accounts -

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

B. Resolution 11-19 – Update Broadband Rates –

A motion (Neuendorf, Brunkhorst) to approve Resolution 11-19 – Update Broadband Rates – was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunkhorst, Seggerman, Buckingham and Brunssen

(12) Information Items –

A. Monthly Department Reports -

Reports pertaining to the communication utility were presented.

(13) Closed Session -

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

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, Buckingham, Seggerman and Neuendorf

A. Approve Waverly Communications Utility Financials -

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

(15) Closed Session -

A motion (Seggerman, Neuendorf) to move into closed session per Iowa Code 21.5(i) was made and passed unanimously with a roll call vote as follows: Seggerman, Neuendorf, Brunkhorst, Buckingham and Brunssen


A. Board Self Assessment


(16) 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

(17) Adjournment

Meeting was adjourned.


_____ Dated March 12, 2019
Chair


_____ Dated March 12, 2019
Secretary