

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Thursday, May 9, 2019 – 1:00 P.M. - **TELEVISED**

City Council Chambers – 200 1st Street NE

Present:

Trustees – Brunssen, Buckingham, Seggerman, Brunkhorst and Neuendorf. 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 (Neuendorf, Seggerman) to approve the agenda was made and passed with a unanimous vote.

(3) Public Forum –

No one came forward.

(4) Minutes of April 9, 2019, Waverly Utilities Regular Meeting and April 23, 2019, Board of Trustees Retreat-

A motion (Brunssen, Neuendorf) approving the minutes of the April 9, 2019 Waverly Utilities regular Board Meeting and April 23, 2019, Board of Trustees Retreat was made and passed with a unanimous vote.

(5) Action Items -

A. Internal Control – Inventory -

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

A. Financial Audit -

A motion (Brunkhorst, Brunssen) to accept the Financial Audit was made and passed with a unanimous vote.

(6) Information Items –

None

(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 15-19 - Reimbursement Resolution –

A motion (Seggerman, Neuendorf) to approve Resolution 15-19 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Seggerman, Neuendorf, Brunkhorst, Buckingham and Brunssen

- D. **Resolution 16-19 – Operations Policies & Procedures Modifications –**
A motion (Neuendorf, Brunssen) to approve Resolution 16-19 – Operations Policies & Procedures Modifications – was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunssen, Buckingham, Seggerman and Brunkhorst
- E. **Resolution 17-19 – Approve Use of \$50,000 of the Deferred Inflows for Rate Stabilization for 2018 Financials –**
A motion (Brunkhorst, Seggerman) to approve Resolution 17-19 – Approve Use of \$50,000 of the Deferred Inflows for Rate Stabilization for 2018 Financials – was made and passed unanimously with a roll call vote as follows: Seggerman, Brunssen and Buckingham

(10) Information Items –

- A. **General Operating Information -**
The updated General Operating Information booklet was distributed.
- B. **Mini Information Booklet -**
Jen Bloker distributed the updated Mini Information Booklet.
- C. **Monthly Department Reports -**
Reports pertaining to the electric utility were presented.

Waverly Communications Utility

(11) Action Items -

- A. **Ratify Trade Accounts -**
A motion (Seggerman, Neuendorf) 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 (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, Brunssen and Brunkhorst

- A. **Review Financials –**
Financials were presented and discussed.
- B. **Review Resolution 18-19 - Commercial Phone & Internet Rates -**
Staff presented the resolution proposing new commercial phone and internet rates.
- C. **Marketing and Sub Growth Reports -**
Reports pertaining to marketing and sub growth were presented.

(14) Open Session -

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

- A. **Approve Waverly Communications Utility Financials -**
A motion (Neuendorf, Brunssen) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.
- B. **Resolution 18-19 – Commercial Phone & Internet Rates -**
A motion (Brunkhorst, Neuendorf) to approve Resolution 18-19 – Commercial Phone & Internet Rates – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Seggerman, Buckingham and Brunssen

(15) Board of Trustees Comments -

None

(16) Adjournment -
Meeting was adjourned.


_____ Dated May, 2019
Chair


_____ Dated May, 2019
Secretary