

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, August 13, 2019 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Brunssen, Buckingham, Seggerman, Brunkhorst and Neuendorf (arrived late).
Guest Trustee – Shelly Kruse. WLP Presenters –Darrel Wenzel, CEO; Jen Bloker, Director, Marketing & Public Information and Acting Board Secretary; Kasey Lewis, Director, Finance; Curt Atkins, Director, Operations; and Jeff Magsamen, Director, Telecom. **Absent:** Angie Schroeder, Board Secretary.

(1) Chair Opening Remarks -

None

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

(4) Minutes of July 9, 2019, Waverly Utilities Regular Meeting -

A motion (Seggerman, Brunkhorst) approving the minutes of the July 9, 2019 Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items -

A. Internal Control – Petty Cash -

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

(6) Information Items –

A. Cybersecurity Insurance Coverage Review -

Cybersecurity insurance coverage was shared with Board of Trustees.

B. Strategic Business Plan Initiatives -

Strategic Business Plan Initiatives were reviewed with the Board of Trustees.

(7) Other Business –

Ann Seggerman’s term is up the end of December 2019. She will not continue on the Board and will not be here for the December 2019 meeting. CUNA is putting in a couple of employee-only use plugins for electric vehicles.

(8) Board Calendar -

Calendar for upcoming meetings was shared.

Waverly Municipal Electric Utility

(9) Action Items –

A. Ratify WMEU Trade Accounts -

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

B. Review Financials -

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

C. Resolution 29-19 - Reimbursement Resolution –

A motion (Seggerman, Brunssen) to approve Resolution 29-19 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Seggerman, Brunkhorst, Buckingham and Brunssen. Neuendorf hadn’t arrived.

D. Resolution 30-19 – Resolution Amending and Ratifying Inter-Utility Loan from the Municipal Electric Utility to the Municipal Communications Utility –

A motion (Seggerman, Neuendorf) to approve Resolution 30-19 - Resolution

Amending and Ratifying Inter-Utility Loan from the Municipal Electric Utility to the Municipal Communications Utility – was made and passed unanimously with a roll call vote as follows: Seggerman, Neuendorf, Brunkhorst, Buckingham and Brunssen.

E. **Resolution 31-19 – Operations Respiratory Protection Policy –**

A motion (Brunssen, Brunkhorst) to approve Resolution 31-19 – Operations Respiratory Protection Policy – was made and passed unanimously with a roll call vote as follows: Brunssen, Brunkhorst, Seggerman, Neuendorf and Buckingham.

(10) Information Items –

A. **Smart Energy Provider Program**

Information was shared on this program.

B. **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, Brunssen, Buckingham 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.

(14) Open Session -

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

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

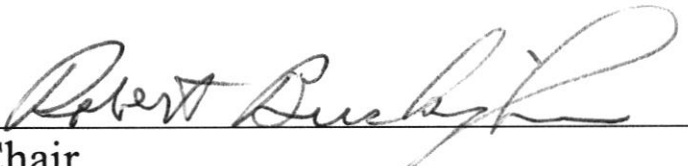
A motion (Brunssen, Neuendorf) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.

(15) Board of Trustees Comments -

None


(16) Adjournment -

Meeting was adjourned.



Chair

Dated August 13, 2019



Secretary

Dated August 13, 2019