

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, July 10, 2018 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Seggerman, and Vyverberg. 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:** Neuendorf.

(1) Vice Chair Opening Remarks

(2) Agenda Management –

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

(3) Public Forum –

None

(4) Minutes of June 12, 2018, Waverly Utilities Regular Meeting -

A motion (Buckingham, Seggerman) approving the minutes of the June 12, 2018, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Internal Control – Fixed Assets -

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

B. Resolution 46-18 – Rules of Operation- Multiple Metering –

A motion (Buckingham, Seggerman) to approve Resolution 46-18 – Rules of Operation – Multiple Metering – was made and passed unanimously with a roll call vote as follows: Buckingham, Seggerman, Brunkhorst and Vyverberg

C. Resolution 47-18 – Agreement for Collection Services – Credit Bureau Services of Iowa –

A motion (Brunkhorst, Buckingham) to approve Resolution 47-18 – Agreement for Collection Services – Credit Bureau Services of Iowa – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Buckingham, Seggerman and Vyverberg

(6) Information Items –

A. Cybersecurity Insurance Coverage Review -

Curt Atkins updated the Board on our cybersecurity insurance coverage.

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

B. Review Financials -

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

C. **Resolution 48-18 – Reimbursement Resolution –**
A motion (Brunkhorst, Seggerman) to approve Resolution 48-18 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Seggerman, Buckingham and Vyverberg

D. **Resolution 49-18 – Record MEAN Fixed Cost Recovery Charge and Energy Charge Credit to Rate Stabilization Fund -**
A motion (Brunkhorst, Buckingham) to approve Resolution 49-18 – Record MEAN Fixed Cost Recovery Charge and Energy Charge Credit to Rate Stabilization Fund – was made and passed unanimously with a roll call vote as follows: Buckingham, Brunkhorst, Buckingham, Seggerman and Vyverberg

(10) Information Items –

- A. **APPA National Conference Highlights -**
Bob Buckingham shared information he learned from the APPA National Conference that he attended.
- B. **Installation Costs for Electric Services -**
Curt Atkins shared information about installation costs.
- C. **Customer Payments Update -**
Curt Atkins gave an update on the status of some customer payments.
- D. **Monthly Department Reports -**
Reports pertaining to the electric utility were presented.

Waverly Communications Utility

(11) Closed Session -

A motion (Buckingham, 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: Buckingham, Seggerman, Vyverberg 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.

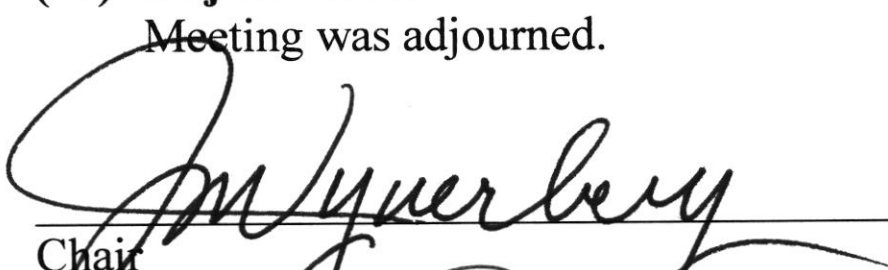
(12) Open Session -

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

- A. **Ratify Trade Accounts -**
A motion (Buckingham, Seggerman) to ratify the trade accounts was made and passed with a unanimous vote.
- B. **Approve Waverly Communications Utility Financials -**
A motion (Buckingham, Seggerman) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.
- C. **Monthly Department Reports -**
Reports pertaining to the communication utility were presented.

(13) Adjournment

Meeting was adjourned.



Chair

Dated July 10, 2018



Secretary

Dated July 10, 2018

