

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, April 11, 2023 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Frederick and Kattleson. WU Presenters –Darrel Wenzel, CEO; Angie Schroeder, Director, Human Resources & Board Secretary; Jen Bloker, Director, Marketing & Public Information; Jeff Magsamen, Director, Telecom; Kelly Meier, Director, Finance and Customer Services and Curt Atkins, Director, Operations. Guest Trustee – Lisa Peterson – First Bank. **Absent:** Baber

(1) Chair Opening Remarks -

None

(2) Agenda Management –

Move item (6)B – Board Performance Review to item (15) – Closed Session. Moved item (7)A – CEO/General Manager Position Discussion to item (15) – Closed Session. A motion (Brunkhorst, Kattleson) to approve the agenda as modified was made and passed with a unanimous vote.

(3) Public Forum –

No one came forward.

(4) Consent Agenda -

The following items were presented for approval:

- A. Minutes of March 14, 2023, Waverly Utilities Regular Meeting
- B. Minutes of March 28, 2023, Waverly Utilities Special Meeting
- C. Ratify WMEU Trade Accounts
- D. Ratify WCU Trade Accounts
- E. Internal Control

There were no objections so consent agenda items as listed above are approved.

(5) Action Items –

A. Resolution 15-23 – Engagement Agreement – 2023 Public Improvement Contract Proceedings -

A motion (Kattleson, Frederick) to approve Resolution 15-23 – Engagement Agreement – 2023 Public Improvement Contract Proceedings – was made and passed unanimously with a roll call vote as follows: Kattleson, Frederick, Buckingham and Brunkhorst

(6) Information Items –

A. Greg Fritz – North Iowa Municipal Electric Cooperative Association (NIMECA) Representative -

Greg Fritz from NIMECA presented information about his organization.

B. Board Performance Review – Moved to item (15).

(7) Other Business –

A. CEO/General Manager Position Discussion – Moved to item (15)

(8) Board Calendar -

Calendar for upcoming meetings was shared.

Waverly Municipal Electric Utility

(9) Action Items –

A. Review and Approve WMEU Financials -

A motion (Frederick, Brunkhorst) to approve financials was made and passed with a unanimous vote.

- B. Resolution 16-23 – Reimbursement Resolution –**
A motion (Brunkhorst, Kettleson) to approve Resolution 16-23 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows:
Brunkhorst, Kettleson Frederick and Buckingham
 - C. Resolution 17-23 – Cash Transfers to the City of Waverly –**
A motion (Kettleson, Frederick) to approve Resolution 17-23 – Cash Transfers to the City of Waverly – was made and passed unanimously with a roll call vote as follows:
Kettleson, Frederick, Brunkhorst and Buckingham
- (10) Information Items –**
- A. Skeets 4 Wind Turbine Progress Update -**
Curt Atkins gave an update on options for maintenance of Skeets 4.
 - B. Monthly Department Reports -**
Reports pertaining to electric utility were presented

Waverly Communications Utility

- (11) Action Items –**
None
- (12) Information Items –**
- A. Monthly Department Reports -**
Reports pertaining to the communication utility were presented.
- (13) Closed Session -**
A motion (Kettleson, Brunkhorst) 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: Kettleson, Brunkhorst, Frederick and Buckingham
- A. Review WCU 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 (Frederick, Kettleson) to move into open session was made and passed unanimously with a roll call vote as follows: Frederick, Kettleson, Brunkhorst and Buckingham
- A. Approve Financials -**
A motion (Kettleson, Brunkhorst) to approve the Waverly Communications Utility financials.
- (15) Closed Session -**
A motion (Frederick, Kettleson,) to move into closed session per Iowa Code 21.9 – Employment Conditions Discussed - was made and passed unanimously with a roll call vote as follows: Frederick, Kettleson, Brunkhorst and Buckingham
- A. Personnel Discussion**
- (16) Open Session -**
A motion (Kettleson, Brunkhorst) to move into open session was made and passed unanimously with a roll call vote as follows: Kettleson, Frederick, Brunkhorst and Buckingham
- (17) Adjournment -**
Meeting was adjourned.


_____ Dated April 11, 2023
Chair


_____ Dated April 11, 2023
Board Secretary