

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, August 11, 2020 – 1:00 P.M.

Via ZOOM Meeting.

In light of the Public Emergency declared by the Governor of Iowa because of the COVID-19 outbreak, the Board of Trustees Chair determined that an in-person meeting of the Board of Trustees of Waverly Utilities was impossible or impractical without violating the Governor's mandates. When an in-person meeting is "impossible or impractical," Iowa Code Section 21.8 permits a governmental body to conduct a meeting by electronic means, so the August 11, 2020, Board of Trustees meeting was held via ZOOM.

Present:

Trustees – Buckingham, Brunssen and Brunkhorst. WLP Presenters –Darrel Wenzel, CEO; Jen Bloker, Director, Marketing & Public Information; Kasey Lewis, Director, Finance; Curt Atkins, Director, Operations; Angie Schroeder, Director, Human Resources & Board Secretary and Jeff Magsamen, Director, Telecom. **Absent:** Kettleson and Neuendorf

(1) Chair Opening Remarks -

None

(2) Agenda Management –

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

(3) Public Forum –

Board Secretary received no written or verbal comments prior to the meeting.

(4) Minutes of July 14, 2020, Waverly Utilities Regular Meeting -

A motion (Brunssen, Brunkhorst) approving the minutes of the July 14, 2020, 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.

B. Resolution 21-20 – Selection of 2020 – 2022 Auditors –

A motion (Brunkhorst, Brunssen) to approve Resolution 21-20 – Selection of 2020 – 2022 Auditors – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Brunssen and Buckingham

C. Resolution 22-20 – Clothing & Clothing Allowance Policy –

A motion (Brunkhorst, Brunssen) to approve Resolution 22-20 – Clothing & Clothing Allowance Policy – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Brunssen and Buckingham

(6) Information Items –

None

A. Other Business -

None

B. Board Calendar -

Calendar for upcoming meetings was shared.

Waverly Municipal Electric Utility

(9) Action Items -

A. Ratify WMEU Trade Accounts -

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

B. Review Financials -

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

C. Resolution 23-20 - Reimbursement Resolution –

A motion (Brunssen, Brunkhorst) to approve Resolution 23-20 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunssen, Brunkhorst and Buckingham

(10) Information Items –

A. Preliminary Analysis – Cost of Service Study -

Dave Berg from Dave Berg Consulting presented a study of the retail rates Waverly Utilities charges its customers for electric service and summarized the analyses undertaken and the resulting recommendations for changes to the existing rates.

B. Electric Vehicle Update -

Curt Atkins gave an update about the potential for putting in an electric vehicle charging station in Waverly.

C. Monthly Department Reports -

Reports pertaining to electric utility were presented.

Waverly Communications Utility

(11) Action Items -

A. Ratify WCU Trade Accounts -

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

B. Resolution 24-20 – New Rate for Subsidized Internet Service –

A motion (Brunkhorst, Brunssen) to approve Resolution 24-20 – New Rate for Subsidized Internet Service – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Brunssen and Buckingham

C. Resolution 25-20 – Amended 28E Agreement -

A motion (Brunkhorst, Brunssen) to approve Resolution 25-20 – Amended 28E Agreement – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Brunssen and Buckingham

D. Resolution 26-20 – Revisions to Acceptable Use Policy -

A motion (Brunssen, Brunkhorst) to approve Resolution 26-20 – Revisions to Acceptable Use Policy – was made and passed unanimously with a roll call vote as follows: Brunssen, Brunkhorst and Buckingham

(12) Information Items –

A. Monthly Department Reports -

Reports pertaining to the communication utility were presented.

(13) Closed Session -

A motion (Brunkhorst, Brunssen) 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, Brunssen 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 -

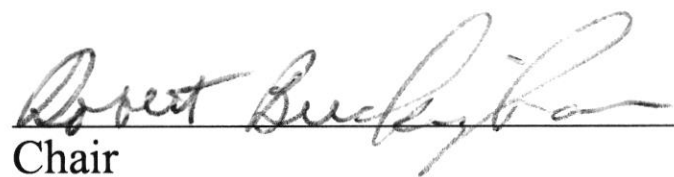
A motion (Brunssen, Brunkhorst) to move into open session was made and passed unanimously with a roll call vote as follows: Brunssen, Brunkhorst and Buckingham

A. Approve Financials -

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

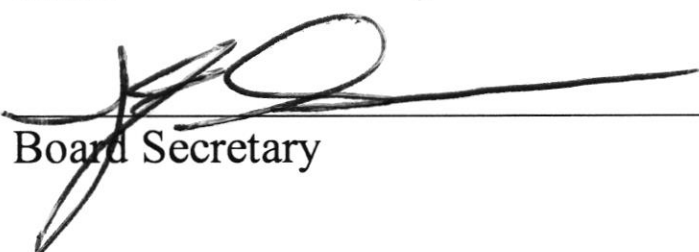
(15) Adjournment -

Meeting was adjourned.



Chair

Dated August 11, 2020



Board Secretary

Dated August 11, 2020