

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, December 13, 2022 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Frederick (phone), Kettleon and Baber. Guest Trustee – Jacqui Hansen. 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. **Absent:** None.

(1) Chair Opening Remarks -

None

(2) Agenda Management –

A motion (Kettleon, Brunkhorst) to approve the agenda 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 November 8, 2022, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

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

(5) Action Items –

A. Internal Control –

A motion (Neuendorf, Kettleon) to approve the Internal Control for Payroll, Fixed Assets, Investments and Accounts Payable was made and passed with a unanimous vote.

B. Resolution 42-22 – Revise Financial Policies and Procedures -

A motion (Brunkhorst, Kettleon) to approve Resolution 42-22 – Revise Financial Policies and Procedures - was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleon, Frederick, Baber and Buckingham

C. Resolution 43-22 – Accepting Easement -

A motion (Frederick, Kettleon) to approve Resolution 43-22 – Accepting Easement - was made and passed unanimously with a roll call vote as follows: Frederick, Kettleon, Buckingham, Baber and Brunkhorst

(6) Information Items –

A. Investment Policy Review -

Kelly Meier gave an update on her review of the current Investment Policy and her recommendation that there not be any revision at this time.

(7) Other Business -

None

(8) Board Calendar -

Calendar for upcoming meetings was shared.

Waverly Municipal Electric Utility

(9) Action Items –

A. Review and Approve WMEU Financials -

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

B. Resolution 44-22 – Reimbursement Resolution –

A motion (Brunkhorst, Frederick) to approve Resolution 44-22 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Frederick, Kettleon, Buckingham and Baber

(10) Information Items –

A. MEAN Schedule M Contract Review -

Darrel Wenzel presented information about our MEAN Schedule M Contract

B. Monthly Department Reports -

Reports pertaining to electric utility were presented

Waverly Communications Utility

(11) Action Items –

A. Resolution 45-22 – Resolution ordering construction of the Fiber to the Premise Feeder/Distribution Network, and fixing a date for hearing thereon and taking of bids therefor -

A motion (Brunkhorst, Frederick) to approve Resolution 45-22 – Resolution ordering construction of the Fiber to the Premise Feeder/Distribution Network, and fixing a date for hearing thereon and taking of bids therefor – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Frederick, Kettleon, Buckingham and

(12) Information Items –

A. Monthly Department Reports -

Reports pertaining to the communication utility were presented.

(13) Closed Session -

A motion (Kettleon, Frederick) 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: Kettleon, Frederick, Baber, Brunkhorst 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 -

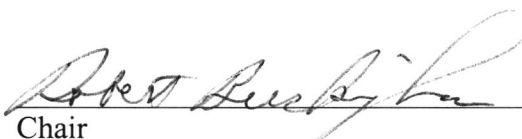
A motion (Baber, Kettleon) to move into open session was made and passed unanimously with a roll call vote as follows: Baber, Kettleon, Brunkhorst, Frederick, and Buckingham

A. Approve Financials -

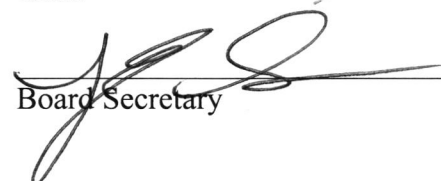
A motion (Brunkhorst, Kettleon) to approve the Waverly Communications Utility financials.

(15) Adjournment -

Meeting was adjourned.


Chair

Dated December 13, 2022


Board Secretary

Dated December 13, 2022