

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, February 14, 2023 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Frederick (phone) and Kettleon. 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:** Baber

(1) Chair Opening Remarks -

None

(2) Agenda Management –

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

(3) Public Forum –

Two people from the public the City Council liaison Matt Schneider came forward to present information to the Board

(4) Consent Agenda -

The following items were presented for approval:

A. Minutes of January 10, 2023, 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. Resolution 02-23 – Personnel Policies and Procedures – Base Pay – Non-Union–
A motion (Kettleon, Brunkhorst) to approve Resolution 02-23 – Personnel Policies and Procedures – Base Pay – Non-Union – was made and passed unanimously with a roll call vote as follows: Kettleon, Brunkhorst, Frederick and Buckingham

B. Resolution 03-23 – Invoice Cloud Biller Convenience Fee Transaction Amendment –

A motion (Kettleon, Brunkhorst) to approve Resolution 03-23 – Invoice Cloud Biller Convenience Fee Transaction Amendment – was made and passed unanimously with a roll call vote as follows: Kettleon, Brunkhorst, Frederick and Buckingham

(6) Information Items –

A. Trees Forever -

Representatives from Trees Forever shared their annual report

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

B. Resolution 04-23 – Reimbursement Resolution –

A motion (Brunkhorst, Kettleon) to approve Resolution 04-23 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleon, Frederick and Buckingham

(10) Information Items –

- A. 2022 Power Outages & Blinks Report -**
Curt Atkins presented the 2022 Power Outages & Blinks Report
- B. 2022 EV Charging Station Report -**
Curt Atkins presented the 2022 EV Charging Station Report
- C. 2023 WMEU Technology Report -**
Curt Atkins presented the 2023 WMEU Technology Report
- D. Monthly Department Reports -**
Reports pertaining to electric utility were presented

Waverly Communications Utility

(11) Action Items –

- A. Public Hearing on the Matter of the Adoption of Plans, Specifications, Form of Contract and Estimate of Cost for the Fiber to the Premises Feeder/Distribution Network -**
No one came forward
- B. Resolution 05-23 – Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Fiber to the Premises Feeder/Distribution Network-**
A motion (Kettleison, Brunkhorst) to approve Resolution 05-23 – Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Fiber to the Premises Feeder/Distribution Network – was made and passed unanimously with a roll call vote as follows: Kettleison, Brunkhorst, Frederick and Buckingham
- C. Consideration of Construction Bids -**
Construction bids were presented
- D. Resolution 06-23 – Resolution Making Award of Construction Contract for the Fiber to the Premises Feeder/Distribution Network-**
A motion (Brunkhorst, Kettleison) to approve Resolution 06-23 – Resolution Making Award of Construction Contract for the Fiber to the Premises Feeder/Distribution Network – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleison, Frederick and Buckingham

(12) Information Items –

- A. Monthly Department Reports -**
Reports pertaining to the communication utility were presented.

(13) Closed Session -

A motion (Frederick, Kettleison) 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: Frederick, Kettleison, 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
- C. Telecom Stats & Technology Update -**
Jeff Magsamen reported on telecom stats and gave a technology update

(14) Open Session -

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

A. Approve Financials -

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

(15) Closed Session -

A motion (Brunkhorst, Kettleon) to move into closed session per Iowa Code 21.5(i) was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleon, Frederick and Buckingham

A. CEO Performance Review

(16) Open Session -

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

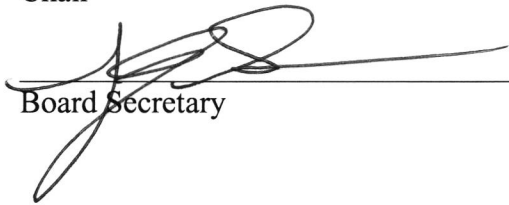
(17) Adjournment -

Meeting was adjourned.



Chair

Dated February 14, 2023



Board Secretary

Dated February 14, 2023