

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, February 9, 2021 – 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 February 9, 2021, Board of Trustees meeting was held via ZOOM.

**Present:**

Trustees – Buckingham, Brunssen, Kettleson, Neuendorf 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:** None

**(1) Chair Opening Remarks -**

None

**(2) Agenda Management –**

A motion (Neuendorf, Brunssen) 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 January 12, 2021, Waverly Utilities Regular Meeting -**

A motion (Kettleson, Brunssen) approving the minutes of the January 12, 2021, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

**(5) Action Items –**

**A. Resolution 02-21 – Customer Service Policy Revision –**

A motion (Brunkhorst, Neuendorf) to approve Resolution 02-21 – Customer Service Policy Revision – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Kettleson, Buckingham and Brunssen

**(6) Information Items –**

**A. Strategic Business Plan Initiatives -**

Staff presented an update on the progress of the Strategic Business Plan initiatives.

**B. Community Involvement Committee Report -**

Community involvement for 2020 shared with the Board.

**C. Training & Education Report -**

Training and education for employees in 2020 was shared with the Board.

**D. Review Spiegel & McDiarmid Energy and Telecom Article -**

Darrel Wenzel reviewed this article with the Board for discussion purposes.

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

**B. Review Financials -**

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

**C. Resolution 03-21 - Reimbursement Resolution –**

A motion (Neuendorf, Kettleson) to approve Resolution 03-21 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Neuendorf, Kettleson, Buckingham, Brunssen and Brunkhorst

**(10) Information Items –**

**A. 2020 Power Outages & Blinks Report -**

Curt Atkins presented 2020 information.

**B. Monthly Department Reports -**

Reports pertaining to electric utility were presented.

**Waverly Communications Utility**

**(11) Action Items -**

**A. Ratify WCU Trade Accounts -**

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

**(12) Information Items –**

**A. Monthly Department Reports -**

Reports pertaining to the communication utility were presented.

**(13) Closed Session -**

A motion (Brunkhorst, Kettleson) 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, Kettleson, Buckingham and Brunssen (Neuendorf had left the meeting)

**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 -**

2020 statistics for telecom were presented

**(14) Open Session -**

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

**A. Approve Financials -**

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

**(15) Closed Session -**

A motion (Kettleson, Brunssen) to move into closed session per Iowa Code 21.5(i) – Evaluate Performance – was made and passed unanimously with a roll call vote as follows: Kettleson, Brunssen, Brunkhorst, Kettleson,

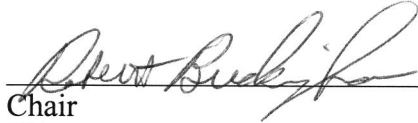
**A. CEO Performance Review**

**(16) Open Session -**

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

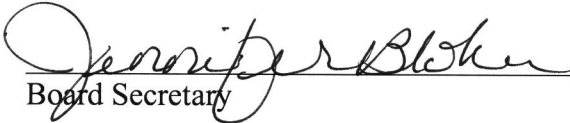
**(17) Adjournment -**

Meeting was adjourned.



Chair

Dated February 9, 2021



Board Secretary

Dated February 9, 2021