

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, July 14, 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 July 14, 2020, Board of Trustees meeting was held via ZOOM.

**Present:**

Trustees – Buckingham, Brunssen, Kettleson and Neuendorf. 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:** Brunkhorst.

**(1) Chair Opening Remarks -**

None

**(2) Agenda Management –**

A motion (Brunssen, Neuendorf) 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 June 9, 2020, Waverly Utilities Regular Meeting -**

A motion (Neuendorf, Brunssen) approving the minutes of the June 9, 2020, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

**(5) Action Items –**

**A. Internal Control – Fixed Assets -**

A motion (Kettleson, Neuendorf) to accept the Internal Control – Fixed Assets – document was made and passed with a unanimous vote.

**(6) Information Items –**

**A. Strategic Business Plan Initiatives – Progress Report -**

A progress report on Strategic Business Plan Initiatives was shared with the Board

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

**B. Review Financials -**

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

**C. Resolution 17-20 - Reimbursement Resolution –**

A motion (Neuendorf, Brunssen) to approve Resolution 17-20 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunssen, Buckingham and Kettleson

**D. Resolution 18-20 – Record MEAN Fixed Cost Recovery Charge and Energy Charge Credit to Rate Stabilization Fund –**

A motion (Brunssen, Kettleon) to approve Resolution 18-20 - Record MEAN Fixed Cost Recovery Charge and Energy Charge Credit to Rate Stabilization Fund – was made and passed unanimously with a roll call vote as follows: Brunssen, Kettleon, Buckingham and Neuendorf

**E. Resolution 19-20 – Resolution Approving Iowa Public Power Agency Refunding Transaction under Joint Transmission Agreement –**

A motion (Brunssen, Neuendorf) to approve Resolution 19-20 - Resolution Approving Iowa Public Power Agency Refunding Transaction under Joint Transmission Agreement – was made and passed unanimously with a roll call vote as follows: Brunssen, Neuendorf, Kettleon and Buckingham

**(10) Information Items –**

**A. Monthly Department Reports -**

Reports pertaining to electric utility were presented.

**Waverly Communications Utility**

**(11) Action Items -**

**A. Ratify WCU Trade Accounts -**

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

**B. Resolution 20-20 – Update Telecom Rates –**

A motion (Neuendorf, Kettleon) to approve Resolution 20-20 – **Update Telecom Rates** – was made and passed unanimously with a roll call vote as follows: Neuendorf, Kettleon, Buckingham and Brunssen

**(12) Information Items –**

**A. Monthly Department Reports -**

Reports pertaining to the communication utility were presented.

**(13) Closed Session -**

A motion (Neuendorf, 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: Neuendorf, Brunssen, Buckingham and Kettleon

**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. Expansion Opportunities -**

Staff reported on expansion opportunities

**(14) Open Session -**

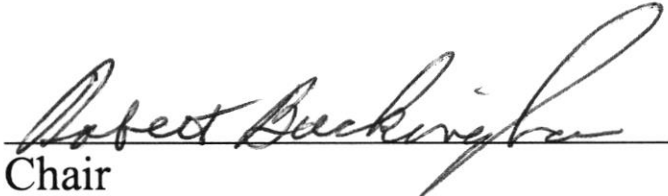
A motion (Neuendorf, Brunssen) to move into open session was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunssen and Buckingham (Kettleon lost connection)

**A. Approve Financials -**

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

**(15) Adjournment -**

Meeting was adjourned.

 \_\_\_\_\_ Dated July 14, 2020  
Chair

 \_\_\_\_\_ Dated July 14, 2020  
Board Secretary