

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Monday, June 12, 2023 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Hansen 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. Guest Trustee – Lisa Peterson – First Bank. **Absent:** Frederick

(1) Chair Opening Remarks -

None

(2) Agenda Management –

A motion (Kettleon, Hansen) to approve the agenda as modified 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 May 9, 2023, Waverly Utilities Regular Meeting
- B. Ratify WMEU Trade Accounts
- C. Ratify WCU Trade Accounts
- D. Internal Control - Inventory

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

(5) Action Items –

A. Financial Audit -

A motion (Kettleon, Hansen) to accept the Financial Audit was made and passed with a unanimous vote.

B. Resolution 21-23 – Customer Service Policy –

A motion (Brunkhorst, Kettleon) to approve Resolution 21-23 – Customer Service Policy – was made and passed unanimously with a roll call vote as follows:
Brunkhorst, Kettleon, Buckingham, and Hansen

(6) Information Items –

A. Grow Solar Program -

Representatives from the Grow Solar Program presented (via Team online) information about their program.

B. USDA Loan and Grant Discussion -

Information about this program was presented for discussion. Staff will do some research before the next meeting and present the additional information.

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

- B. Resolution 22-23 – Reimbursement Resolution –**
A motion (Brunkhorst, Kettleson) to approve Resolution 22-23 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleson, Buckingham, and Hansen
 - C. Resolution 23-23 – Acceptance of Bid for New Utility Truck -**
A motion (Brunkhorst, Kettleson) to approve Resolution 23-23 – Acceptance of Bid for New Utility Truck - was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleson, Buckingham, and Hansen
 - D. Resolution 24-23 – Acceptance of Purchase of Vermeer Brush Chipper –**
A motion (Kettleson, Hansen) to approve Resolution 24-23 – Acceptance of Purchase of Vermeer Brush Chipper – was made and passed unanimously with a roll call vote as follows: Kettleson, Hansen, Buckingham, and Brunkhorst
 - E. Resolution 25-23 – Approving Construction Contract and Bond for the Furnishing of 69kV GOAB Switches Project –**
A motion (Kettleson, Brunkhorst) to approve Resolution 25-23 – Approving Construction Contract and Bond for the Furnishing of 69kV GOAB Switches Project – was made and passed unanimously with a roll call vote as follows: Kettleson, Brunkhorst, Hansen, and Buckingham
 - F. Resolution 26-23 – Approval of Purchase Agreement with Doug Zelle –**
A motion (Hansen, Kettleson) to approve Resolution 26-23 – Approval of Purchase Agreement with Doug Zelle – was made and passed unanimously with a roll call vote as follows: Hansen, Kettleson, Buckingham, and Brunkhorst
 - G. Resolution 27-23 – Approval of Purchase Agreement with Amanda Dixon –**
A motion (Kettleson, Hansen) to approve Resolution 27-23 – Approval of Purchase Agreement with Amanda Dixon – was made and passed unanimously with a roll call vote as follows: Kettleson, Hansen, Buckingham, and Brunkhorst
- (10) Information Items –**
- A. Financial Ratios -**
Financial Ratios for the year were presented.
 - B. General Operating Indicators -**
General Operating Indicators were presented.
 - C. Monthly Department Reports -**
Reports pertaining to electric utility were presented

Waverly Communications Utility

(11) Action Items –

None

(12) Information Items –

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

(13) Closed Session -

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

A. Approve Financials -

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

(15) Closed Session -

A motion (Kettleison, Brunkhorst) to move into closed session per Iowa Code 21.9 – Employment Conditions Discussed - was made and passed unanimously with a roll call vote as follows: Kettleison, Brunkhorst, Hansen, and Buckingham

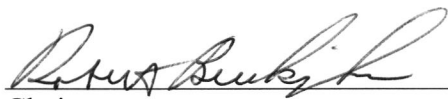
A. Personnel Discussion

(16) 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, Hansen, and Buckingham

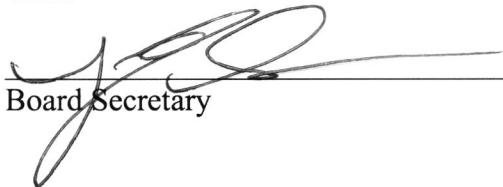
(17) Adjournment -

Meeting was adjourned.



Chair

Dated June 12, 2023



Board Secretary

Dated June 12, 2023