

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, June 9, 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 June 9, 2020, Board of Trustees meeting was held via ZOOM.

**Present:**

Trustees – Buckingham, Brunkhorst, 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:** None.

**(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 May 12, 2020, Waverly Utilities Regular Meeting -**

A motion (Brunkhorst, Brunssen) approving the minutes of the May 12, 2020, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

**(5) Action Items –**

**A. Internal Control – Long-Term Debt -**

A motion (Neuendorf, Kettleson) to accept the Internal Control – Long-Term Debt – document was made and passed with a unanimous vote.

**B. Resolution 14-20 – Accepting Easements -**

A motion (Neuendorf, Brunssen) to approve Resolution 14-20 – Accepting Easements – was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunssen, Buckingham, Kettleson and Brunkhorst

**C. Resolution 15-20 – Equipment Use -**

A motion (Brunkhorst, Neuendorf) to approve Resolution 15-20 - Equipment Use – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Kettleson, Buckingham and Brunssen

**(6) Information Items –**

None

**(7) Other Business -**

None

**(8) Board Calendar -**

Calendar for upcoming meetings was shared.


**Waverly Municipal Electric Utility**

**(9) Action Items -**

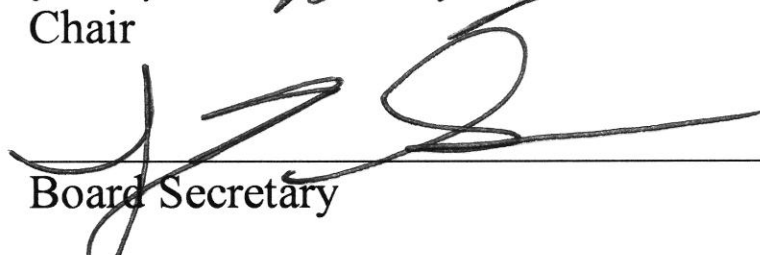
- A. **Ratify WMEU Trade Accounts -**  
A motion (Neuendorf, Brunssen) to ratify the trade accounts was made and passed with a unanimous vote.
  - B. **Review Financials -**  
Financials were presented and discussed. A motion (Neuendorf, Brunssen) to accept the financials was made and passed with a unanimous vote.
  - C. **Resolution 16-20 - Reimbursement Resolution -**  
A motion (Neuendorf, Kettleson) to approve Resolution 16-20 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Neuendorf, Kettleson, Buckingham, Brunssen and Brunkhorst
- (10) **Information Items -**
- A. **General Operating Information -**  
General Operating Information document was shared with Board
  - B. **Financial Ratios -**  
Information about the Financial Ratios for WMEU were shared with Board
  - C. **Monthly Department Reports -**  
Reports pertaining to electric utility were presented.

**Waverly Communications Utility**

- (11) **Action Items -**
- A. **Ratify WCU Trade Accounts -**  
A motion (Kettleson, Brunssen) 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 (Brunssen, Neuendorf) 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: Brunssen, Neuendorf, Brunkhorst, Kettleson and Brunssen
- 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 (Brunkhorst, Neuendorf) to move into open session was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Buckingham, Kettleson and Brunssen
- A. **Approve Financials -**  
A motion (Brunkhorst, Kettleson) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.
- (15) **Adjournment -**  
Meeting was adjourned.

  
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Chair

Dated June 9, 2020

  
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Board Secretary

Dated June 9, 2020