

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, March 14, 2023 – 1:00 P.M.

1002 Adams Parkway

**Present:**

Trustees – Buckingham, Brunkhorst (phone) and Kettleson. 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 and Frederick

**(1) Chair Opening Remarks -**

None

**(2) Agenda Management –**

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

**(3) Public Forum –**

Representatives from the Bremer County Fair presented information about the progress of the new fairgrounds.

**(4) Consent Agenda -**

The following items were presented for approval:

A. Minutes of February 14, 2023, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

D. Internal Control - Cash

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

**(5) Action Items –**

**A. Resolution 07-23 – Waverly Utilities Deferred Compensation Plan – Secure/Cares/CAA Amendment -**

A motion (Brunkhorst, Kettleson) to approve Resolution 07-23 – Waverly Utilities Deferred Compensation Plan – Secure/Cares/CAA Amendment – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleson and Buckingham

**B. Resolution 08-23 – Board of Trustees Pay from Quarterly to Monthly –**

A motion (Kettleson, Brunkhorst) to approve Resolution 08-23 – Board of Trustees Pay from Quarterly to Monthly – was made and passed unanimously with a roll call vote as follows: Kettleson, Brunkhorst and Buckingham

**C. Resolution 09-23 – Customer Service Policy –**

A motion (Kettleson, Brunkhorst) to approve Resolution 09-23 – Customer Service Policy – was made and passed unanimously with a roll call vote as follows: Kettleson, Brunkhorst and Buckingham

**(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. Review and Approve WMEU Financials -**

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

**B. Resolution 10-23 – Reimbursement Resolution –**

A motion (Brunkhorst, Kettleson) to approve Resolution 10-23 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleson and Buckingham

**C. Resolution 11-23 – Green Energy from MEAN –**

A motion (Kettleson, Brunkhorst) to approve Resolution 11-23 – Green Energy from MEAN – was made and passed unanimously with a roll call vote as follows: Kettleson, Brunkhorst and Buckingham

**D. Resolution 12-23 – Adopting Electric Reliability Plan –**

A motion (Kettleson, Brunkhorst) to approve Resolution 12-23 – Adopting Electric Reliability Plan – was made and passed unanimously with a roll call vote as follows: Kettleson, Brunkhorst and Buckingham

**E. Resolution 13-23 – Resolution ordering Purchase of 69kV GOAB Switches Project, and fixing a date for Hearing Thereon and Taking of Bids Therefor –**

A motion (Kettleson, Brunkhorst) to approve Resolution 13-23 – Resolution ordering Purchase of 69kV GOAB Switches Project, and fixing a date for Hearing Thereon and Taking of Bids Therefor – was made and passed unanimously with a roll call vote as follows: Kettleson, Brunkhorst and Buckingham

**(10) Information Items –**

**A. Cash Transfers to the City of Waverly -**

Kelly Meier presented the Cash Transfers to the City of Waverly

**B. Monthly Department Reports -**

Reports pertaining to electric utility were presented

**Waverly Communications Utility**

**(11) Action Items –**

**A. Resolution 14-23 – Resolution Approving Construction Contract and Bond for the Construction of the Fiber to the Premises Feeder/Distribution Network-**

A motion (Kettleson, Brunkhorst) to approve Resolution 14-23 – Resolution Approving Construction Contract and Bond for the Construction of the Fiber to the Premises Feeder/Distribution Network – was made and passed unanimously with a roll call vote as follows: Kettleson, Brunkhorst and Buckingham

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

**A. Approve Financials -**

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

**(15) Closed Session -**

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

**A. Personnel Discussion**

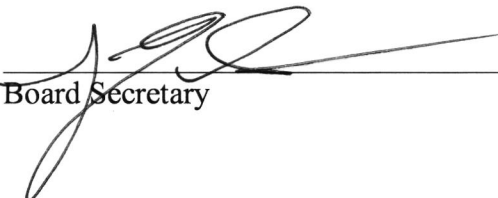
**(16) Open Session -**

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

**(17) Adjournment -**

Meeting was adjourned.

  
\_\_\_\_\_ Dated March 14, 2023  
Chair

  
\_\_\_\_\_ Dated March 14, 2023  
Board Secretary