

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, November 8, 2022 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Frederick (phone), Kettleon and Baber. Guest Trustee – Jacqui Hansen. 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:** None.

(1) Chair Opening Remarks -

None

(2) Agenda Management –

A motion (Kettleon, Neuendorf) to approve the agenda 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 October 11, 2022, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

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

(5) Action Items –

A. Internal Control –

A motion (Brunkhorst, Kettleon) to approve the Internal Control for Identity Theft, Cash, Inventory, Long-Term Debt, and Petty Cash was made and passed with a unanimous vote.

B. Resolution 36-22 – Customer Service Policy -

A motion (Brunkhorst, Kettleon) to approve Resolution 36-22 – Customer Service Policy - was made and passed with a roll call vote as follows: Yes - Brunkhorst, Kettleon, Frederick and Buckingham; No - Baber

(6) Information Items –

A. Strategic Business Plan Initiatives -

Darrel Wenzel gave an update on the status of initiatives within the Strategic Business Plan.

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

B. Resolution 37-22 – Reimbursement Resolution –

A motion (Kettleon, Baber) to approve Resolution 37-22 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Kettleon, Baber, Buckingham, Frederick and Brunkhorst

- C. Resolution 38-22 – 2023 Electric Vehicle Charger Rebate -**
A motion (Frederick, Kettleon) to approve Resolution 38-22 – 2023 Electric Vehicle Charger Rebate - was made and passed unanimously with a roll call vote as follows:
Frederick, Kettleon, Buckingham, Baber and Brunkhorst
 - D. Public Hearing to Approve 2022 Amended WMEU Budget -**
No one came forward
 - E. Resolution 39-22 – Approve 2022 Amended WMEU Budget -**
A motion (Brunkhorst, Baber) to approve Resolution 39-22 –2022 Amended WMEU Budget - was made and passed unanimously with a roll call vote as follows:
Brunkhorst, Baber, Buckingham, Kettleon and Frederick
 - F. Public Hearing to Approve 2023 WMEU Budget -**
No one came forward
 - G. Resolution 40-22 – Approve 2023 WMEU Budget -**
A motion (Kettleon, Brunkhorst) to approve Resolution 40-22 – 2023 WMEU Budget – was made and passed with a roll call vote as follows: Yes – Kettleon, Brunkhorst, Frederick, Buckingham; No - Baber
- (10) Information Items –**
- A. Rules of Operation -**
Curt Atkins presented information that there were no changes in the Rules of Operation for the upcoming year
 - B. Economic Incentive/Community Giving Discussion -**
Darrel Wenzel led a discussion to start thinking about what should be the overall policy for economic incentives/community giving.
 - C. Monthly Department Reports -**
Reports pertaining to electric utility were presented

Waverly Communications Utility

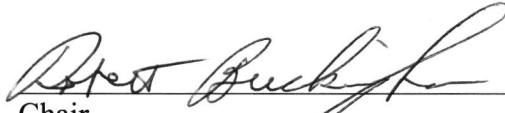
- (11) Action Items –**
- A. Public Hearing to Approve 2023 WCU Budget -**
No one came forward
- (12) Information Items –**
- A. Monthly Department Reports -**
Reports pertaining to the communication utility were presented.
- (13) Closed Session -**
A motion (Kettleon, Baber) to move into closed session per Iowa Code 22.7 – Confidential Competitive Information – was made and passed unanimously with a roll call vote as follows: Kettleon, Baber, Frederick, 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
 - C. Discuss 2023 WCU Budget -**
2023 WCU budget was presented
- (14) Open Session -**
A motion (Baber, Kettleon) to move into open session was made and passed unanimously with a roll call vote as follows: Baber, Kettleon, Brunkhorst, Frederick, and Buckingham
- A. Approve Financials -**
A motion (Brunkhorst, Kettleon) to approve the Waverly Communications Utility financials.

B. Resolution 41-22 – Approve 2023 WCU Budget -


A motion (Kettleson, Frederick) to approve Resolution 41-22 – 2023 WCU Budget – was made and passed unanimously with a roll call vote as follows: Kettleson, Frederick, Brunkhorst, Buckingham and Baber

(15) Adjournment -

Meeting was adjourned.


Chair

Dated November 8, 2022


Board Secretary

Dated November 8, 2022