

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, September 12, 2023 – 1:00 P.M.

Council Chambers - TELEVISED

**Present:**

Trustees – Buckingham, Brunkhorst, Frederick (by phone), and Hansen. WU Presenters – 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, Interim General Manager.

**Absent:** Kettleison

**(1) Chair Opening Remarks -**

None

**(2) Agenda Management –**

A motion (Hansen, Brunkhorst) 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 August 8, 2023, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

D. Internal Control - Payroll

Consent agenda items as listed above are approved.

**(5) Action Items –**

**A. Resolution 40-23 – Bremer County Fairgrounds Monetary Request –**

After discussion, staff was requested to modify the resolution and bring back to the October meeting for approval. A motion (Brunkhorst, Hansen) to table 40-23 – Bremer County Fairgrounds Monetary Request – was made and passed with a unanimous vote.

**B. Resolution 41-23 – Selection of 2023 – 2025 Auditors –**

A motion (Brunkhorst, Hansen) to approve Resolution 41-23 – Selection of 2023 – 2025 Auditors – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Hansen, Buckingham and Frederick

**(6) Information Items -**

**A. Voice of the Customer Report -**

Representatives from Strategic Marketing Services presented the results of the customer survey.

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

**B. Resolution 42-23 – Reimbursement Resolution –**

A motion (Brunkhorst, Hansen) to approve Resolution 42-23 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Hansen, Buckingham and Frederick

**C. Resolution 43-23 – Bond Counsel Engagement Agreement -**

A motion (Hansen, Brunkhorst) to approve Resolution 43-23 – Bond Counsel Engagement Agreement - was made and passed unanimously with a roll call vote as follows: Hansen, Brunkhorst, Frederick and Buckingham

**D. Resolution 44-23 – Resolution Fixing Date for a Meeting on the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$4,500,000 Electric Revenue Capital Loan Notes of the City of Waverly, State of Iowa, and Providing for Publication of Notice Thereof -**

A motion (Hansen, Frederick) to approve Resolution 44-23 – Resolution Fixing Date for a Meeting on the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$4,500,000 Electric Revenue Capital Loan Notes of the City of Waverly, State of Iowa, and Providing for Publication of Notice Thereof - was made and passed unanimously with a roll call vote as follows: Hansen, Frederick, Brunkhorst and Buckingham

**(10) Information Items –**

**A. Preliminary 2024 WMEU Budget -**

Preliminary 2024 WMEU Budget was presented

**B. 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 (Hansen, Frederick) 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: Hansen, 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. Preliminary 2024 WCU Budget -**

Preliminary 2024 WCU Budget was presented

**(14) Open Session -**

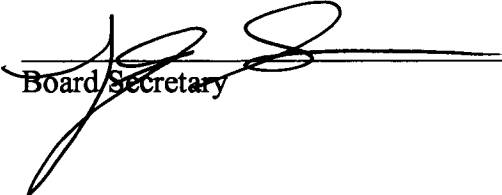
A motion (Brunkhorst, Hansen) to move into open session was made and passed unanimously with a roll call vote as follows: Brunkhorst, Hansen, Buckingham, and Frederick

**A. Approve Financials -**

A motion (Brunkhorst, Hansen) to approve the Waverly Communications Utility financials was made and passed with a unanimous vote.

**(15) Adjournment -**  
Meeting was adjourned.

  
\_\_\_\_\_ Dated September 12, 2023  
Chair

  
\_\_\_\_\_ Dated September 12, 2023  
Board Secretary