

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, September 8, 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 September 8, 2020, Board of Trustees meeting was held via ZOOM.

Present:

Trustees – Buckingham, Brunssen, Kettleon (joined at 1:50 p.m.), Neuendorf and Brunkhorst. 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 (Brunkhorst, Brunssen) 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 August 11, 2020, Waverly Utilities Regular Meeting -

A motion (Brunkhorst, Brunssen) approving the minutes of the August 11, 2020, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Internal Control – Payroll -

A motion (Neuendorf, Brunkhorst) to accept the Internal Control – Payroll – document was made and passed with a unanimous vote.

B. Resolution 27-20 – Personnel Policies and Procedures – Telework, Insurance and Evaluation Procedure –

A motion (Neuendorf, Brunkhorst) to approve Resolution 27-20 – Personnel Policies and Procedures – Telework, Insurance and Evaluation Procedure – was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunkhorst, Buckingham and Brunssen (Kettleon absent)

(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 (Brunssen, Neuendorf) to accept the financials was made and passed with a unanimous vote.

C. Resolution 28-20 - Reimbursement Resolution –

A motion (Neuendorf, Brunkhorst) to approve Resolution 28-20 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunkhorst, Brunssen and Buckingham (Kettleson absent)

D. Resolution 29-20 – Electric Vehicle Charging Station –

A motion (Neuendorf, Brunkhorst) to approve Resolution 29-20 – Electric Vehicle Charging Station – was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunkhorst, Brunssen and Buckingham (Kettleson absent)

(10) Information Items –

A. Preliminary 2021 Budget Review -

Preliminary WMEU 2021 Budget was reviewed.

B. Monthly Department Reports -

Reports pertaining to electric utility were presented.

Waverly Communications Utility

(11) Action Items -

A. Ratify WCU Trade Accounts -

A motion (Neuendorf, 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 (Brunkhorst, Kettleson) 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: Brunkhorst, Kettleson, Neuendorf, Brunssen 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 2021 Budget Review -

Preliminary WCU 2021 Budget was reviewed.

(14) Open Session -

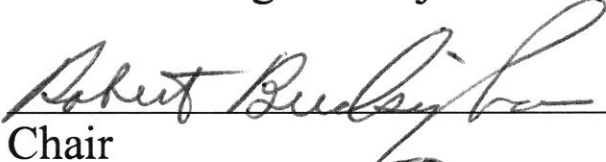
A motion (Brunssen, Neuendorf) to move into open session was made and passed unanimously with a roll call vote as follows: Brunssen, Neuendorf, Brunkhorst, Kettleson and Buckingham

A. Approve Financials -

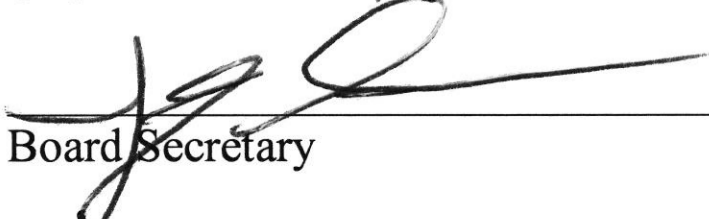
A motion (Neuendorf, Brunkhorst) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.

(15) Adjournment -

Meeting was adjourned.


Chair

Dated September 8, 2020


Board Secretary

Dated September 8, 2020