

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, November 13, 2018 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Neuendorf, Seggerman (phone), and Vyverberg.
Guest Trustee – Dietrich Drenkow. WLP Presenters –Darrel Wenzel, CEO; Angie Schroeder, Board Secretary; Jen Bloker, Director, Marketing & Public Information; Kasey Lewis, Director, Finance; Curt Atkins, Director, Operations; and Jeff Magsamen, Director, Telecom. **Absent:** None.

(1) Chair Opening Remarks

Jere Vyverberg informed the Board and staff that due to increasing demands on his UNI teaching schedule, he was stepping down as a Board member effective at the end of this meeting. He then turned the meeting over to Vice Chair, Emily Neuendorf, to chair the remainder of the meeting.

Vice Chair, Emily Neuendorf, stated that because of her schedule, she did not wish to be Chair at this time so she suggested Bob Buckingham as the new Chair. Jere Vyverberg made a motion that Bob Buckingham become Board Chair and Bob Brunkhorst seconded the motion. Motion was passed with a unanimous vote. Neuendorf will remain as Vice Chair.

Bob Buckingham then took over as Chair for the remainder of the meeting.

(2) Agenda Management –

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

(3) Public Forum –

Dietrich Drenkow thanked staff for helping find a solution to the Rotary project that was requested last month. Mayor Soash asked the Board to consider putting in one or two charging stations in Waverly for electric vehicles.

(4) Minutes of October 9, 2018, Waverly Utilities Regular Meeting -

A motion (Brunkhorst, Neuendorf) approving the minutes of the October 9, 2018, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Internal Control – Accounts Payable -

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

B. Resolution 63-18 – Open Records Policy –

A motion (Vyverberg, Neuendorf) to approve Resolution 63-18 – Open Records Policy – was made and passed unanimously with a roll call vote as follows:
Vyverberg, Neuendorf, Brunkhorst, Seggerman, Buckingham.

(6) Information Items –

None

(7) Other Business –

None.

(8) Board Calendar

Calendar for upcoming meetings was shared.

(9) Closed Session – Per Iowa Code 20.17(3)

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

A. Union Supposal

(10) Open Session

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

Waverly Municipal Electric Utility

(11) Action Items –

A. Ratify WMEU Trade Accounts -

A motion (Neuendorf, Vyverberg) to ratify the trade accounts was made and passed with a unanimous vote.

B. Review Financials -

Financials were presented and discussed. A motion (Brunkhorst, Neuendorf) to accept the financials was made and passed with a unanimous vote.

C. Resolution 64-18 – Amended Existing Policy for Services to the City of Waverly -

A motion (Vyverberg, Brunkhorst) to approve Resolution 64-18 – Amended Existing Policy for Services to the City of Waverly – was made and passed unanimously with a roll call vote as follows: Vyverberg, Brunkhorst, Neuendorf, Seggerman, and Buckingham.

D. Resolution 65-18 - Reimbursement Resolution –

A motion (Neuendorf, Brunkhorst) to approve Resolution 65-18 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Neuendorf, Brunkhorst, Seggerman, Buckingham, and Vyverberg.

E. Public Hearing to Approve 2019 Waverly Municipal Electric Utility Budget -

No one came forward and no documents were received by the Board Secretary.

F. Resolution 66-18 – Approve 2019 Waverly Municipal Electric Utility Budget –

A motion (Brunkhorst, Neuendorf) to approve Resolution 66-18 – Approve 2019 Waverly Municipal Electric Utility Budget – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Seggerman, Buckingham, and Vyverberg.

G. Public Hearing on the Authorization of a Loan Agreement and the Issuance of Notes to Evidence the Obligation of the City Thereunder -

No one came forward and no documents were received by the Board Secretary.

H. Resolution 67-18 – Resolution Instituting Proceedings to take Additional Action for the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$3,750,000 Electric Revenue Capital Loan Notes –

A motion (Neuendorf, Vyverberg) to approve Resolution 67-18 – Resolution Instituting Proceedings to take Additional Action for the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$3,750,000 Electric Revenue Capital Loan Notes – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Buckingham, Seggerman, and Brunkhorst.

I. Resolution 68-18 – Resolution Approving Electronic Bidding Procedures and Official Statement -

A motion (Brunkhorst, Vyverberg) to approve Resolution 68-18 – Resolution Approving Electronic Bidding Procedures and Official Statement – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Vyverberg, Buckingham, Seggerman, and Neuendorf.

J. Resolution 70-18 – Rules of Operation -

A motion (Vyverberg, Neuendorf) to approve Resolution 70-18 – Rules of Operation – was made and passed unanimously with a roll call vote as follows: Vyverberg, Neuendorf, Brunkhorst, Seggerman, and Buckingham.

(12) Information Items –

A. Monthly Department Reports -

Reports pertaining to the electric utility were presented.

Waverly Communications Utility

(13) Action Items -

A. Ratify Trade Accounts -

A motion (Brunkhorst, Neuendorf) to ratify the trade accounts was made and passed with a unanimous vote.

(14) Information Items –

A. Monthly Department Reports -

Reports pertaining to the communication utility were presented.

(15) Closed Session -

A motion (Neuendorf, Vyverberg) 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: Neuendorf, Vyverberg, Buckingham, Seggerman, and Brunkhorst.

A. Review Financials –

Financials were presented and discussed.

B. Discussion of Resolution 69-18 – Approve 2019 Waverly Communications Utility Budget -

2019 WCU Budget was discussed.

C. Marketing and Sub Growth Reports -

Reports pertaining to marketing and sub growth were presented.

D. Fiber Extensions -

Information about fiber extensions was shared with the Board.

(16) Open Session -

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

A. Approve Waverly Communications Utility Financials -

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

B. Public Hearing to Approve 2019 Waverly Communications Utility Budget -

No one came forward and no documents were received by the Board Secretary.

C. Resolution 69-18 – Approve 2019 Waverly Communications Utility Budget –

A motion (Neuendorf, Vyverberg) to approve Resolution 69-18 – Approve 2019 Waverly Communications Utility Budget – was made and passed unanimously with a roll call vote as follows: Neuendorf, Vyverberg, Brunkhorst, Seggerman, and Buckingham.

(17) Adjournment

Meeting was adjourned.


_____ Dated November 13, 2018
Chair


_____ Dated November 13, 2018
Secretary