

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, September 8, 2015 – 4:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Suhr, Vyverberg (arrived @ 4:30 p.m.), Koenig, Knights and Seggerman. WLP Presenters –Darrel Wenzel, CEO; Vicki Hall, Director, Finance; Angie Schroeder, Board Secretary; Jen Bloker, Director, Marketing & Public Information ; Curt Atkins, Director, Customer Services; Jeff Magsamen, Director, Telecom and Mike Litterer, COO. **Absent:** None.

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

(4) Minutes of August 18, 2015, Waverly Utilities Regular Meeting -

A motion (Knights, Seggerman) approving the minutes of the August 18, 2015, Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

(5) Resolution #44-15 – Resolution Approving Continuing Disclosure Policy -

A motion (Seggerman, Koenig) to approve Resolution #44-15 – Resolution Approving Continuing Disclosure Policy – was made and passed unanimously with a roll call vote as follows: Seggerman, Koenig, Knights, Vyverberg and Suhr.

Waverly Communications Utility

(6) Action Items

A. Review Financials –

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

B. Resolution #31-15 – Approval of Cogsdale Corporation Documents -

A motion (Koenig, Knights) to approve Resolution #31-15 – Approval of Cogsdale Corporation Documents – was made and passed unanimously with a roll call vote as follows: Koenig, Knights, Seggerman, Suhr. Vyverberg absent at this time.

C. Resolution #48-15 – Resolution Approving Construction Contract and Bond for the 2015 Office Renovation -

Contract was not ready for approval at meeting time. A motion (Seggerman, Knights) to table this resolution was made and passed with a unanimous vote.

D. Resolution #49-15 – Approval of Revised Contract with ImOn Communications – Replacement of Resolution #33-15 -

A motion (Seggerman, Knights) to approve Resolution #49-15 – Approval of Revised Contract with ImOn Communications – was made and passed unanimously with a roll call vote as follows: Seggerman, Knights, Koenig, Suhr. Vyverberg absent at this time.

- E. **Resolution #50-15 – Approval of Purchase of Head-End Equipment Located in Waverly -**
A motion (Knights, Koenig) to approve Resolution #50-15 – Approval of Purchase of Head-End Equipment Located in Waverly – was made and passed unanimously with a roll call vote as follows: Knights, Koenig, Suhr, Seggerman. Vyverberg absent at this time.

(7) **Information Items**

- A. **Communications Utility Tasks Update -**
Staff presented a document showing progress being made on specific tasks for the communications utility.
- B. **Preliminary 2016 Budget Review -**
Staff presented the Waverly Communications Utility 2016 Budget for review.

Waverly Municipal Electric Utility

(8) **Action Items –**

- A. **Ratify Trade Accounts -**
i. A motion (Koenig, Seggerman) to ratify the trade accounts without GMT and Ael Suhr Enterprises was made and passed with a unanimous vote.
ii. A motion (Vyverberg, Seggerman) to ratify the trade accounts for Ael Suhr Enterprises was made and passed with a unanimous vote.
- B. **Review Financials –**
Financials were presented and discussed. A motion (Knights, Koenig) to accept the financials was made and passed with a unanimous vote.
- C. **Internal Control – Payroll -**
A motion (Knights, Koenig) to accept the Internal Control – Payroll - document was made and passed with a unanimous vote.
- D. **Resolution #51-15 – Reimbursement Resolution -**
A motion (Seggerman, Vyverberg) to approve Resolution #51-15 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Seggerman, Vyverberg, Suhr, Koenig and Knights.
- E. **Resolution #52-15 – Resolution Directing Sale of Electric Revenue Capital Loan Notes, Series 2015 –**
A motion (Koenig, Knights) to approve Resolution #52-15 – Resolution Directing Sale of Electric Revenue Capital Loan Notes, Series 2015 – was made and passed unanimously with a roll call vote as follows: Koenig, Knights, Seggerman, Suhr, and Vyverberg.
- F. **Resolution #53-15 – EWT Maintenance & Service Agreement for Cannon 1 -**
A motion (Seggerman, Vyverberg) to approve Resolution #53-15 – EWT Maintenance & Service Agreement for Cannon 1 – was made and passed unanimously with a roll call vote as follows: Seggerman, Vyverberg, Suhr, Koenig and Knights.
- G.

(9) **Information Items –**

- A. **Energy Efficiency Six-Month Report -**
Staff reported to the Board about the energy efficiency programs and their progress.
- B. **Preliminary 2016 Budget Review -**
Staff presented the Waverly Municipal Electric Utility Preliminary 2016 Budget.

- C. **Strategic Business Plan Initiatives – 2015 Progress Report -**
Staff gave an update on the progress made towards strategic business plan initiatives.
- D. **Monthly Department Reports -**
Reports from Finance, Outreach and Education, Key Accounts, Customer Programs, Customer Communication and Education, Generation and Substations, and Distribution and Transmission were provided to Board members for review.

(10) Board Calendar

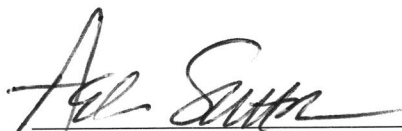
No discussion.

(11) Other Business

None.

(12) Adjournment

Meeting was adjourned by Chairman Suhr.



Chair

Dated September 8, 2015



Secretary

Dated September 8, 2015