

\* \* \* CITY OF WAVERLY \* \* \*

**WAVERLY UTILITIES BOARD OF TRUSTEES**  
**REGULAR MEETING MINUTES**  
Tuesday, July 8, 2025 – 1:00 PM  
1002 Adams Parkway

Present: Brunkhorst, Buckingham, Kahler, Kettleison, Hansen

Absent: None

Staff Present: General Manager - Curt Atkins; Director, Marketing & Public Information - Jen Bloker; Director, Telecom - Jeff Magsamen; Director, Finance & Customer Services - Kelly Meier; Director, Human Resources & Board Secretary - Angie Schroeder

**1. Chair Opening Remarks**

**2. Agenda Management**

A motion (Kettleison, Hansen) to approve was made and passed with a unanimous voice vote.

**3. Public Forum**

No one came forward

**4. Consent Agenda**

No discussion so all items accepted as presented

**A. Minutes of June 10, 2025, Waverly Utilities Regular Meeting**

**B. Ratify WMEU Trade Accounts**

**C. Ratify WCU Trade Accounts**

**D. Internal Control – Fixed Assets**

**5. Action Items**

**A. Resolution 19-25 - Travel Policy**

A motion (Hansen, Kettleison) to approve was made and passed unanimously with a roll call vote as follows: Brunkhorst, Buckingham, Kahler, Kettleison, Hansen

**6. Information Items**

None

**7. Other Business**

None

**8. Board Calendar**

**A. Board Calendar**

Calendar for upcoming meetings was shared.

## **WAVERLY MUNICIPAL ELECTRIC UTILITY**

### **9.      Action Items**

#### **A.      Review and Approve WMEU Financials**

A motion (Kettleson, Hansen) to approve was made and passed with a unanimous voice vote.

#### **B.      Resolution 20-25 - Approve Non-Disclosure and Confidentiality Agreements**

A motion (Kettleson, Brunkhorst) to approve was made and passed unanimously with a roll call vote as follows: Brunkhorst, Buckingham, Kahler, Kettleson, Hansen

#### **C.      Resolution 21-25 - Reimbursement Resolution**

A motion (Brunkhorst, Kettleson) to approve was made and passed unanimously with a roll call vote as follows: Brunkhorst, Buckingham, Kahler, Kettleson, Hansen

### **10.     Information Items**

#### **A.      Department Reports**

Reports pertaining to electric utility were presented

## **WAVERLY COMMUNICATIONS UTILITY**

### **11.     Action Items**

None

### **12.     Information Items**

#### **A.      Department Reports**

Reports pertaining to communications utility were presented

### **13.     Closed Session**

A motion (None, None) 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: None

#### **A.      Strategic Video Service Recommendation**

#### **B.      Review Financials**

#### **C.      Marketing and Sub Growth Reports**

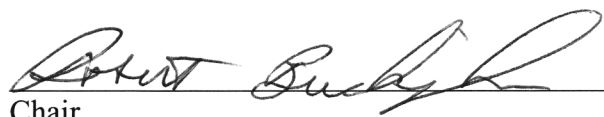
### **14.     Open Session**

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

#### **A.      Approve WCU Financials**

A motion (Kettleson, Hansen) to approve was made and passed unanimously with a roll call vote as follows: Brunkhorst, Buckingham, Kahler, Kettleson, Hansen

**15.    Adjournment**  
Meeting adjourned

  
Chair

Dated: July 8, 2025

  
Board Secretary

Dated: July 8, 2025