

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

**WAVERLY UTILITIES BOARD OF TRUSTEES**  
**REGULAR MEETING MINUTES**  
Tuesday, November 11, 2025 – 1:00 PM  
1002 Adams Parkway

Present: Brunkhorst, Buckingham, Kahler, Kettleson, 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 (Kettleson, 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 October 14, 2025, Waverly Utilities Regular Meeting
- B. Ratify WMEU Trade Accounts
- C. Ratify WCU Trade Accounts
- D. Internal Control – Accounts Payable

**5. Action Items**

**A. Resolution 28-25 - Customer Service Policy**

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

**B. Resolution 29-25 - Driver/Driving Policy**

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

**6. Information Items**

**A. Strategic Business Plan Initiatives - Progress Report**

Strategic Business Plan Initiatives progress report was given to Board by staff

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

#### **B. Resolution 30-25 - 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

#### **C. Public Hearing to Approve 2026 WMEU Budget**

No one came forward

#### **D. Resolution 31-25 - Approve 2026 WMEU Budget**

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

#### **E. Resolution 32-25 - WMEU Rate Schedules**

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

#### **F. Resolution 33-25 - Rules of Operation**

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

#### **G. Resolution 34-25 - Approving Consent & Agreement Alter Domus between Waverly Utilities and Sandhills Energy**

A motion (Brunkhorst, Hansen) 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**

#### **A. Public Hearing to Approve 2026 WCU Budget**

No one came forward

#### **B. Resolution 35-25 - Approve 2026 WCU Budget**

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

### **12. Information Items**

#### **A. Department Reports**

Reports pertaining to communications utility were presented

### **13. Closed Session**

A motion (Kettleson, Hansen) 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, Buckingham, Kahler, Kettleson, Hansen

- A. Review Financials**
- B. Marketing and Sub Growth Reports**

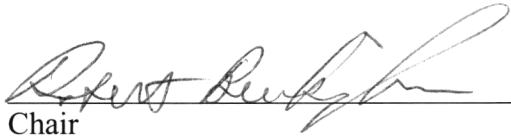
**14. Open Session**

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

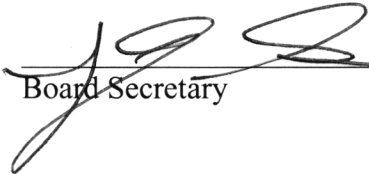
**A. Approve WCU Financials**

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

**15. Adjournment**

  
Chair

Dated: November 11, 2025

  
Board Secretary

Dated: November 11, 2025