

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, September 13, 2022 – 1:00 P.M.

City Council Chambers - TELEVISED

**Present:**

Trustees – Buckingham, Kettleson and Baber. WU Presenters –Darrel Wenzel, CEO; Angie Schroeder, Director, Human Resources & Board Secretary; Jen Bloker, Director, Marketing & Public Information; Jeff Magsamen, Director, Telecom; Kelly Meier, Director, Finance and Customer Services and Curt Atkins, Director, Operations. **Absent:** Brunkhorst, Frederick

**(1) Chair Opening Remarks -**

None

**(2) Agenda Management –**

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

**(3) Public Forum –**

One audience member asked a question about electric cars and if we are monitoring for the future.

**(4) Consent Agenda -**

The following items were presented for approval:

A. Minutes of August 9, 2022, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

There were no objections so consent agenda items as listed above are approved.

**(5) Action Items –**

None

**(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. Review and Approve WMEU Financials -**

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

**B. Resolution 30-22 – Reimbursement Resolution –**

A motion (Kettleson, Baber) to approve Resolution 30-22 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Kettleson, Baber, and Buckingham

**C. Resolution 27-22 – Resolution Fixing Date for a Meeting on the Proposition of the Disposal of Interest in Real Property to be Owned by the Municipal Electric Utility, under a Lease and Easement Agreement For Solar Energy System -**

A motion (Baber, Kettleson) to approve Resolution 27-22 – Resolution Fixing Date for a Meeting on the Proposition of the Disposal of Interest in Real Property to be Owned by the Municipal Electric Utility, under a Lease and Easement Agreement For Solar Energy System - was made and passed unanimously with a roll call vote as follows: Baber, Kettleson and Buckingham

- D. Resolution 28-22 – Purchase Power Agreement (PPA) -**  
A motion (Kettleson, Baber) to approve Resolution 28-22 – Purchase Power Agreement (PPA) - was made and passed unanimously with a roll call vote as follows: Kettleson, Baber and Buckingham
- E. Resolution 29-22 – Interconnection Agreement -**  
A motion (Kettleson, Baber) to approve Resolution 29-22 – Interconnection Agreement - was made and passed unanimously with a roll call vote as follows: Kettleson, Baber and Buckingham
- F. Public Hearing on Plans, Specifications, Form of Contract and Estimate of Cost for the Furnishing 15 kV Indoor Metalclad Switchgear -**  
No one came forward
- G. Resolution 31-22 – Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Furnishing 15 kV Indoor Metalclad Switchgear -**  
A motion (Baber, Kettleson) to approve Resolution 31-22 – Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Furnishing 15 kV Indoor Metalclad Switchgear - was made and passed unanimously with a roll call vote as follows: Baber, Kettleson and Buckingham
- H. Consideration of Construction Bids -**  
Construction bids were presented for viewing
- I. Resolution 32-22 – Resolution Making Award of Construction Contract for the Furnishing of 15 kV Indoor Metalclad Switchgear -**  
A motion (Kettleson, Baber) to approve Resolution 32-22 – Resolution Making Award of Construction Contract for the Furnishing of 15 kV Indoor Metalclad Switchgear - was made and passed unanimously with a roll call vote as follows: Kettleson, Baber and Buckingham

**(10) Information Items –**

- A. Cost of Service Update -**  
Dave Berg (via Zoom) presented information about the Cost of Service study he completed.
- B. Preliminary 2023 WMEU Budget -**  
Preliminary 2023 WMEU budget was presented
- C. Monthly Department Reports -**  
Reports pertaining to electric utility were presented

**Waverly Communications Utility**

**(11) Action Items –**

- A. Resolution 33-22 – Approve Cost Principles and Audit Requirements for Federal Awards related to NOFA7 -**  
A motion (Baber, Kettleson) to approve Resolution 33-22 – Approve Cost Principles and Audit Requirements for Federal Awards related to NOFA7 - was made and passed unanimously with a roll call vote as follows: Baber, Kettleson and Buckingham

**(12) Information Items –**

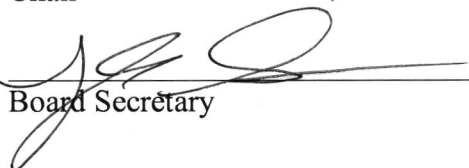
- A. Monthly Department Reports -**  
Reports pertaining to the communication utility were presented.

**(13) Closed Session -**

- A motion (Kettleson, Baber) 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: Kettleson, Baber 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 2023 WCU Budget -**  
Preliminary 2023 WCU budget was presented
- (14) Open Session -**  
A motion (Baber, Kettleson) to move into open session was made and passed unanimously with a roll call vote as follows: Baber, Kettleson and Buckingham
- A. Approve Financials -**  
A motion (Kettleson, Baber) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote
- (15) Closed Session -**  
A motion (Baber, Kettleson) to move into closed session per Iowa Code 22.7(7) was made and passed unanimously with a roll call vote as follows: Baber, Kettleson and Buckingham
- A. Real Estate Acquisition Update -**  
Darrel Wenzel, CEO, gave an update about a potential real estate acquisition
- (16) Open Session -**  
A motion (Kettleson, Baber) to move into open session was made and passed unanimously with a roll call vote as follows: Kettleson, Baber and Buckingham
- (17) Adjournment -**  
Meeting was adjourned.

  
\_\_\_\_\_ Dated September 13, 2022  
Chair

  
\_\_\_\_\_ Dated September 13, 2022  
Board Secretary