

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, September 17, 2024 – 1:00 P.M.

CITY COUNCIL CHAMBERS - TELEVISED

**Present:**

Trustees – Buckingham, Brunkhorst, Kattleson and Kahler. WU Presenters –Jen Bloker, Director, Marketing & Public Information; Jeff Magsamen, Director, Telecom; Kelly Meier, Director, Finance and Customer Services; Angie Schroeder, Director, Human Resources & Board Secretary and Curt Atkins, General Manager. **Absent:** Hansen

**(1) Chair Opening Remarks -**

None

**(2) Agenda Management –**

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

**(3) Public Forum –**

None

**(4) Consent Agenda -**

The following items were presented for approval:

A. Minutes of August 13, 2024, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

D. Internal Control – Payroll

Consent agenda items as listed above are approved by a unanimous voice vote.

**(5) Action Items –**

**A. Resolution 27-24 – Revisions to or Review of Personnel Policies & Procedures -**

A motion (Brunkhorst, Kattleson) to approve Resolution 27-24 Revisions to or Review of Personnel Policies & Procedures – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kattleson, Kahler and Buckingham

**(6) Information Items –**

None

**(7) Other Business -**

None

**(8) Board Calendar -**

Calendar for upcoming meetings was shared.

**Waverly Municipal Electric Utility**

**(10) Action Items –**

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

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

**B. Resolution 29-24 –Reimbursement Resolution -**

A motion (Kattleson, Brunkhorst) to approve Resolution 29-24 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Kattleson, Brunkhorst, Kahler and Buckingham

**(11) Information Items –**

**A. Cost of Service Study -**

Dave Berg from Dave Berg Consulting presented his preliminary Cost of Service Study.

**B. Preliminary 2025 WMEU Budget -**

Preliminary 2025 WMEU Budget was presented.

**C. Monthly Department Reports -**

Reports pertaining to electric utility were presented

**Waverly Communications Utility**

**(11) Action Items –**

None

**(12) Information Items –**

**A. Monthly Department Reports -**

Reports pertaining to the communication utility were presented.

**(13) Closed Session -**

A motion (Kettleson, Kahler) 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, Kahler, Brunkhorst and Buckingham

**A. Review WCU Financials –**

Financials were presented and discussed

**B. Preliminary 2025 WCU Budget -**

Preliminary 2025 WCU Budget was presented.

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

Reports pertaining to marketing and sub growth were presented

**(14) Open Session -**

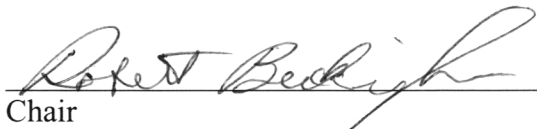
A motion (Kettleson, Brunkhorst) to move into open session was made and passed unanimously with a roll call vote as follows: Kettleson, Brunkhorst, Buckingham and Kahler

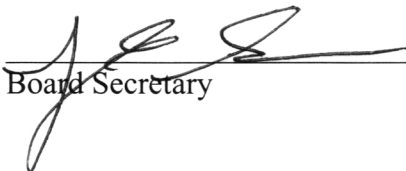
**A. Approve Financials -**

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

**(15) Adjournment -**

Meeting was adjourned.

 \_\_\_\_\_ Dated September 17, 2024  
Chair

 \_\_\_\_\_ Dated September 17, 2024  
Board Secretary