

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, October 8, 2019 – 1:00 P.M.

1002 Adams Parkway

**Present:**

Trustees – Brunssen, Buckingham, Seggerman, Brunkhorst and Neuendorf. Guest Trustee – Daniel Hanawalt. WLP Presenters – Darrel Wenzel, CEO; Jen Bloker, Director, Marketing & Public Information & Acting Board Secretary; Kasey Lewis, Director, Finance; Curt Atkins, Director, Operations; and Jeff Magsamen, Director, Telecom.

**Absent:** Angie Schroeder, Director, Human Resources

**(1) Chair Opening Remarks -**

A motion (Neuendorf, Seggerman) naming Jen Bloker as Acting Secretary for this Board Meeting was made and passed with a unanimous vote.

**(2) Agenda Management –**

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

**(3) Public Forum –**

No one came forward.

**(4) Minutes of September 10, 2019, Waverly Utilities Regular Meeting -**

A motion (Neuendorf, Seggerman) approving the minutes of the September 10, 2019 Waverly Utilities regular Board Meeting was made and passed with a unanimous vote.

**(5) Action Items -**

**A. Internal Control – Investments -**

A motion (Brunkhorst, Neuendorf) to accept the Internal Control – Investments – document was made and passed with a unanimous vote.

**(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. Ratify WMEU Trade Accounts -**

A motion (Brunssen, Seggerman) to ratify the trade accounts was made and passed with a unanimous vote.

**B. Review Financials -**

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

**C. Resolution 33-19 - Reimbursement Resolution –**

A motion (Brunkhorst, Neuendorf) to approve Resolution 33-19 - Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Neuendorf, Seggerman, Buckingham and Brunssen

**D. Resolution 34-19 – Record MEAN Fixed Cost Recovery Charge and Energy Charge Credit to the Rate Stabilization Fund -**

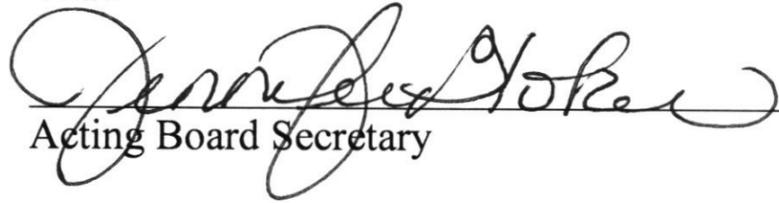
A motion (Neuendorf, Brunkhorst) to approve Resolution 34-19 – Record MEAN Fixed Cost Recovery Charge and Energy Charge Credit to the Rate Stabilization Fund – was made and passed unanimously with a roll call vote as follows: Brunssen, Buckingham, Seggerman, Neuendorf and Brunkhorst

- E. **Set Date of November 12, 2019, for Public Hearing to Approve 2020 Budget -**  
A motion (Seggerman, Brunkhorst) to Set Date of November 12, 2019, for Public Hearing to Approve 2020 Budget was made and passed with a unanimous vote.
- (10) **Information Items -**
  - A. **Preliminary 2020 Budget Review**  
Preliminary 2020 Budget was presented.
  - B. **Monthly Department Reports -**  
Reports pertaining to the electric utility were presented.

**Waverly Communications Utility**

- (11) **Action Items -**
  - A. **Ratify Trade Accounts -**  
A motion (Neuendorf, Seggerman) to ratify the trade accounts was made and passed with a unanimous vote.
  - B. **Resolution 35-19 – Calculation of Regulatory Fee for Waverly Communications Utility Telephone Customers -**  
A motion (Brunkhorst, Neuendorf) to approve Resolution 35-19 – Calculation of Regulatory Fee for Waverly Communications Utility Telephone Customers – was made and passed unanimously with a roll call vote as follows: Seggerman, Buckingham, Brunkhorst, Brunssen and Neuendorf
  - C. **Set Date of November 12, 2019, for Public Hearing to Approve 2020 Budget -**  
A motion (Seggerman, Neuendorf) to Set Date of November 12, 2019, for Public Hearing to Approve 2020 Budget was made and passed with a unanimous vote.
- (12) **Information Items -**
  - A. **Monthly Department Reports -**  
Reports pertaining to the communication utility were presented.
- (13) **Closed Session -**  
A motion (Neuendorf, Seggerman) 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: Buckingham, Brunssen, Neuendorf, Brunkhorst and Seggerman
  - A. **Review Financials -**  
Financials were presented and discussed.
  - B. **Marketing and Sub Growth Reports -**  
Reports pertaining to marketing and sub growth were presented.
  - C. **Preliminary 2020 Budget Review**  
Preliminary 2020 Budget was presented.
- (14) **Open Session -**  
A motion (Brunkhorst, Seggerman) to move into open session was made and passed unanimously with a roll call vote as follows: Buckingham, Brunkhorst, Brunssen, Seggerman and Neuendorf
  - A. **Approve Waverly Communications Utility Financials -**  
A motion (Seggerman, Brunkhorst) to approve the Waverly Communications Utility Financials was made and passed with a unanimous vote.
- (15) **Board of Trustees Comments -**  
None
- (16) **Adjournment -**  
Meeting was adjourned.

  
\_\_\_\_\_ Dated October 8, 2019  
Chair

  
\_\_\_\_\_ Dated October 8, 2019  
Acting Board Secretary