

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, August 8, 2023 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Frederick, Hansen and Kettleon. WU Presenters – 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, Interim General Manager.

Absent: None

(1) Chair Opening Remarks -

None

(2) Agenda Management –

A motion (Hansen, Kettleon) to approve the agenda as modified was made and passed with a unanimous vote.

(3) Public Forum –

No one came forward.

(4) Consent Agenda -

The following items were presented for approval:

A. Minutes of July 11, 2023, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

D. Internal Control - Petty Cash & Revisit Fixed Asset

Consent agenda items as listed above are approved.

(5) Information Items -

A. Compensation Project Update -

Heather Murray and Ashley McCluskey from Carlson Dettmann Consulting presented the results of the compensation survey they conducted for Waverly Utilities.

(6) Action Items –

A. Resolution 37-23 – Pay Philosophy, Pay Details and Timekeeping Personnel Policies and Procedures –

A motion (Frederick, Kettleon) to approve Resolution 37-23 – Pay Philosophy, Pay Details and Timekeeping Personnel Policies and Procedures – was made and passed unanimously with a roll call vote as follows: Kettleon, Brunkhorst, Frederick, Buckingham, and Hansen

(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 (Kettleon, Frederick) to approve financials was made and passed with a unanimous vote.

B. Resolution 38-23 – Reimbursement Resolution –

A motion (Kettleon, Frederick) to approve Resolution 38-23 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Frederick, Kettleon, Brunkhorst, Hansen, and Buckingham

C. Resolution 39-23 – Resolution Ordering Construction of the North Load Center 69 kV Switch Replacement Project, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor -

A motion (Kettleleson, Brunkhorst) to approve Resolution 39-23 – Resolution Ordering Construction of the North Load Center 69 kV Switch Replacement Project, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor - was made and passed unanimously with a roll call vote as follows: Kettleleson, Brunkhorst, Frederick, Buckingham, and Hansen

(10) Information Items –

A. Monthly Department Reports -

Reports pertaining to electric utility were presented

Waverly Communications Utility

(11) Action Items –

None

(12) Information Items –

A. NOFA8 Update -

Staff presented an update on the NOFA8 process.

B. Monthly Department Reports -

Reports pertaining to the communication utility were presented.

(13) Closed Session -

A motion (Frederick, Kettleleson) 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: Frederick, Kettleleson, Hansen, Brunkhorst 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

(14) Open Session -

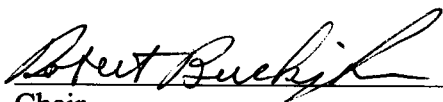
A motion (Kettleleson, Hansen) to move into open session was made and passed unanimously with a roll call vote as follows: Kettleleson, Hansen, Brunkhorst, Buckingham, and Frederick

A. Approve Financials -

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

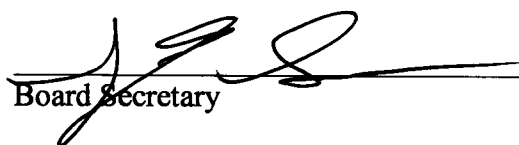
(15) Adjournment -

Meeting was adjourned.



Chair

Dated August 8, 2023



Board Secretary

Dated August 8, 2023