

**\* \* \* CITY OF WAVERLY \* \* \***  
**WAVERLY UTILITIES BOARD OF TRUSTEES**  
**REGULAR MEETING MINUTES**  
**Tuesday, December 9, 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, Kahler) 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 November 11, 2025, Waverly Utilities Regular Meeting
- B. Ratify WMEU Trade Accounts
- C. Ratify WCU Trade Accounts
- D. Internal Control – Accounts Receivable

**5. Action Items**

**A. Resolution 36-25 – Financial Policy Review**

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

**6. Information Items**

**A. Investment Policy Review**

A review of the Investment Policy 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 37-25 - 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

**10. Information Items**

**A. Department Reports**

Reports pertaining to electric utility were presented

**WAVERLY COMMUNICATIONS UTILITY**

**11. Action Items**

None

**12. Information Items**

**A. Department Reports**

Reports pertaining to communications 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: Brunkhorst, Buckingham, Kahler, Kettleson, Hansen

**A. Review Financials**

**B. Marketing and Sub Growth Reports**

**14. Open Session**

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

**A. Approve WCU Financials**

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

**15. Adjournment**

Chair

Dated: December 9, 2025

Board Secretary

Dated: December 9, 2025