

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, January 10, 2023 – 1:00 P.M.

1002 Adams Parkway

**Present:**

Trustees – Buckingham, Brunkhorst, Frederick and Kettleon. 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:** Baber

**(1) Chair Opening Remarks -**

None

**(2) Agenda Management –**

A motion (Brunkhorst, Frederick) to approve the agenda 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 December 13, 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 –**

**A. Internal Control –**

A motion (Kettleon, Frederick) to approve the Internal Control for Accounts Receivable was made and passed with a unanimous vote.

**(6) Information Items –**

**A. Marketing Plan -**

Jen Bloker share the Marketing Plan for 2023

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

**B. Resolution 01-23 – Reimbursement Resolution –**

A motion (Brunkhorst, Kettleon) to approve Resolution 01-23 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleon, Frederick and Buckingham

**(10) Information Items –**

**A. MEAN Schedule M Contract Review -**

Darrel Wenzel presented information about our MEAN Schedule M Contract

**B. 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, Frederick) 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, Frederick, 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 -**

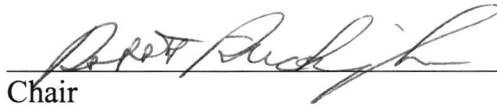
A motion (Frederick, Kettleson) to move into open session was made and passed unanimously with a roll call vote as follows: Frederick, Kettleson, Brunkhorst and Buckingham

**A. Approve Financials -**


A motion (Kettleson, Frederick) to approve the Waverly Communications Utility financials.

**(15) Adjournment -**

Meeting was adjourned.

  
Chair

Dated January 10, 2022

  
Board Secretary

Dated January 10, 2022