

WAVERLY UTILITIES BOARD OF TRUSTEES
REGULAR MEETING MINUTES
Tuesday, June 10, 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, Hansen) 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 May 13, 2025, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

D. Internal Control – Long-Term Debt

5. Action Items

A. Resolution 17-25 - Operations Policies and Procedures Revisions

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

1) Key and Key FOB Policy

2) Safety Policy

6. Information Items

A. Strategic Business Plan Initiatives - Progress Report

Update on the Strategic Business Plan was shared by staff

7. Other Business

Due to a staff member's conflict with the September meeting date, staff proposed moving the meeting from September 9, 2025, to September 15, 2025. All Board members were in agreement. This is a televised meeting held in the City Council Chambers, so the Board Secretary will make the necessary date changes with the City.

8. Board Calendar

A. Calendar

Board calendar was presented

WAVERLY MUNICIPAL ELECTRIC UTILITY

9. Action Items

A. Review and Approve WMEU Financials

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

B. Resolution 18-25 - 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. Financial Ratios

Financial ratios were presented

B. General Operating Information

General Operating Indicators document was shared

C. Department Reports

Department reports for WMEU were shared

WAVERLY COMMUNICATIONS UTILITY

11. Action Items

None

12. Information Items

A. Department Reports

Department reports for WCU were presented

13. Closed Session

A motion (Kettleson, Hansen) to move into closed session 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

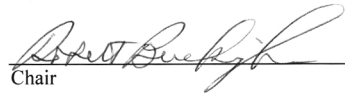
A motion (Kettleson, Hansen) to move out of closed session was made and passed with a unanimous voice vote.

A. Approve WCU Financials

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

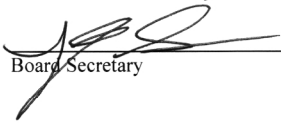
15. Adjournment

Meeting adjourned

A handwritten signature in black ink, appearing to read "Robert Buckner", written over a horizontal line.

Dated: June 10, 2025

Chair

A handwritten signature in black ink, appearing to read "J. S.", written over a horizontal line.

Dated: June 10, 2025

Board Secretary