

**WAVERLY UTILITIES BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, May 14, 2024 – 1:00 P.M.

City Council Chambers - TELEVISED

**Present:**

Trustees – Buckingham, Brunkhorst, Kattleson and Kahler. WU Presenters –Jen Bloker, Director, Marketing & Public Information; Jeff Magsamen, Director, Telecom; Kelly Meier, Director, Finance and Customer Services; Angie Schroeder, Director, Human Resources & Board Secretary and Curt Atkins, General Manager. **Absent:** Hansen

**(1) Chair Opening Remarks -**

None

**(2) Agenda Management –**

A motion (Brunkhorst, Kahler) to approve the agenda as presented was made and passed with a unanimous vote.

**(3) Public Forum –**

Darrel Steege shared his thoughts about net metering and asked the Board to reconsider the way the policy is written.

**(4) Consent Agenda -**

The following items were presented for approval:

A. Minutes of April 9, 2024, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

D. Internal Control – Cash

Consent agenda items as listed above are approved.

**(5) Action Items –**

**A. Financial Audit -**

A motion (Brunkhorst, Kattleson) to accept the Financial Audit was made and passed with a unanimous vote.

**B. Resolution 15-24 – Revisions to or Review of Personnel Policies & Procedures –**

A motion (Kattleson, Kahler) to approve Resolution 15-24 – Revisions to or Review of Personnel Policies & Procedures – was made and passed with a roll call vote as follows: Yes – Kattleson, Kahler, Buckingham; No - Brunkhorst

**(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. Review and Approve WMEU Financials -**

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

**B. Resolution 16-24 – Revision to Financial Policies and Procedures Petty Cash Policy –**

A motion (Brunkhorst, Kattleson) to approve Resolution 16-24 – Revision to Financial Policies and Procedures Petty Cash Policy – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kattleson, Kahler, and Buckingham

**C. Resolution 17-24 – Agreement for Purchase between the Municipal Energy Agency of Nebraska and United Equipment Accessories –**

A motion (Brunkhorst, Kettleson) to approve Resolution 17-24 – Agreement for Purchase between the Municipal Energy Agency of Nebraska and United Equipment Accessories – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleson, Kahler, and Buckingham

**D. Resolution 18-24 – Interconnection Agreement between Waverly Utilities and United Equipment Accessories, Inc. -**

A motion (Brunkhorst, Kettleson) to approve Resolution 18-24 – Interconnection Agreement between Waverly Utilities and United Equipment Accessories, Inc.– was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleson, Kahler and Buckingham

**E. Resolution 19-24 – Accepting the North Load Center 69 kV Switch Replacement Project -**

A motion (Brunkhorst, Kettleson) to approve Resolution 19-24 – Accepting the North Load Center 69 kV Switch Replacement Project – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleson, Kahler and Buckingham

**F. Resolution 20-24 - Accepting the Furnishing of 69 kV GOAB Switches -**

A motion (Kettleson, Kahler) to approve Resolution 20-24 – Accepting the Furnishing of 69 kV GOAB Switches – was made and passed unanimously with a roll call vote as follows: Kettleson, Kahler, Buckingham and Brunkhorst

**G. Resolution 21-24 – Reimbursement Resolution -**

A motion (Kettleson, Brunkhorst) to approve Resolution 21-24 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Kettleson, Brunkhorst, Kahler and Buckingham

**(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. Monthly Department Reports -**

Reports pertaining to the communication utility were presented.

**(13) Closed Session -**

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

**A. Approve Financials -**

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

**(15) Adjournment -**  
Meeting was adjourned.

  
\_\_\_\_\_ Dated May 14, 2024  
Chair

  
\_\_\_\_\_ Dated May 14, 2024  
Board Secretary