

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting - TELEVISED

Tuesday, May 9, 2023 – 1:00 P.M.

City Council Chambers

Present:

Trustees – Buckingham, Brunkhorst, Frederick (via phone late in meeting) 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. Guest Trustee – Lisa Peterson – First Bank. **Absent:** None

(1) Chair Opening Remarks -

None

(2) Agenda Management –

A motion (Kettleon, Brunkhorst) 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 April 11, 2023, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

D. Internal Control - Inventory

There were no objections so consent agenda items as listed above are approved.

(5) Action Items –

A. Financial Audit -

Audit had not been completed by the time of this meeting so presentation of the audit will be postponed to the June 2023 meeting. A motion (Kettleon, Brunkhorst) to postpone the audit presentation to the June 2023 meeting was made and passed with a unanimous vote.

(6) Information Items –

None

(7) Other Business –

None

(8) Board Calendar -

Calendar for upcoming meetings was shared. The June Board Meeting will be moved to Monday, June 12, 2023, to accommodate some conflicts with the Board members.

Waverly Municipal Electric Utility

(9) Action Items –

A. Review and Approve WMEU Financials -

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

B. Resolution 18-23 – Reimbursement Resolution –

A motion (Brunkhorst, Kettleon) to approve Resolution 1-23 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleon, and Buckingham

C. Public Hearing on Plans, Specifications, Form of Contract and Estimate of Cost for the Furnishing 69 kV GOAB Switch Project -

No one came forward

- D. Resolution 19-23 – Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Furnishing 69 kV GOAB Switch Project -**
A motion (Brunkhorst, Kettleon) to approve Resolution 19-23 – Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost for the Furnishing 69 kV GOAB Switch Project - was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleon and Buckingham
 - E. Consideration of Construction Bids -**
Construction bids were presented for viewing
 - F. Resolution 20-23 – Making Award of Construction Contract for the Furnishing of 69 kV GOAB Switches Project –**
A motion (Brunkhorst, Kettleon) to approve Resolution 20-23 – Making Award of Construction Contract for the Furnishing of 69 kV GOAB Switches Project – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleon 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 (Kettleon, 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: Kettleon, Brunkhorst, Frederick 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
 - C. Programming Cost Negotiations -**
Information presented by Jeff Magsamen on current and upcoming negotiations
- (14) Open Session -**
A motion (Kettleon, Brunkhorst) to move into open session was made and passed unanimously with a roll call vote as follows: Kettleon, Brunkhorst, Frederick and Buckingham
- A. Approve Financials -**
A motion (Brunkhorst, Kettleon) to approve the Waverly Communications Utility financials.
- (15) Closed Session -**
A motion (Brunkhorst, Kettleon,) to move into closed session per Iowa Code 21.9 – Employment Conditions Discussed - was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kettleon, Frederick and Buckingham
- A. Personnel Discussion**
- (16) Open Session -**
A motion (Kettleon, Brunkhorst) to move into open session was made and passed unanimously with a roll call vote as follows: Kettleon, Frederick, Brunkhorst and Buckingham

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


_____ Dated May 9, 2023
Chair


_____ Dated May 9, 2023
Board Secretary