

WAVERLY UTILITIES BOARD OF TRUSTEES MEETING

Regular Meeting

Tuesday, November 12, 2024 – 1:00 P.M.

1002 Adams Parkway

Present:

Trustees – Buckingham, Brunkhorst, Hansen 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:** Kettleison

(1) Chair Opening Remarks -

None

(2) Agenda Management –

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

(3) Public Forum –

None

(4) Consent Agenda -

The following items were presented for approval:

A. Minutes of October 8, 2024, Waverly Utilities Regular Meeting

B. Ratify WMEU Trade Accounts

C. Ratify WCU Trade Accounts

D. Internal Control – Accounts Payable

Consent agenda items as listed above are approved by a unanimous voice vote.

(5) Action Items –

A. Resolution 33-24 –Revisions to or Review of Personnel Policies & Procedures -

A motion (Hansen, Kahler) to approve Resolution 33-24 – Revisions to or Review of Personnel Policies & Procedures – was made and passed unanimously with a roll call vote as follows: Hansen, Kahler, Buckingham and Brunkhorst

B. Resolution 34-24 –Customer Service Policy -

A motion (Brunkhorst, Kahler) to approve Resolution 34-24 – Customer Service Policy – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kahler, Hansen and Buckingham

(6) Information Items –

A. Strategic Business Plan Initiatives -

Staff gave a progress report on the Strategic Business Plan Initiatives.

(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, Hansen) to approve financials was made and passed with a unanimous vote.

B. Resolution 35-24 –Reimbursement Resolution -

A motion (Brunkhorst, Kahler) to approve Resolution 35-24 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kahler, Hansen and Buckingham

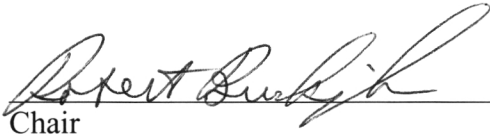
C. Public Hearing to Approve 2025 WMEU Budget -

No one came forward.

- D. Resolution 36-24 –Approve 2025 WMEU Budget -**
A motion (Hansen, Kahler) to approve Resolution 36-24 – Approve 2025 WMEU Budget – was made and passed unanimously with a roll call vote as follows: Hansen, Kahler, Buckingham and Brunkhorst
 - E. Resolution 37-24 –Rules of Operation -**
A motion (Brunkhorst, Kahler) to approve Resolution 37-24 – Rules of Operation – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Kahler, Hansen and Buckingham
 - F. Resolution 39-24 – WMEU Rate Schedules -**
A motion (Brunkhorst, Hansen) to approve Resolution 39-24 – WMEU Rate Schedules – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Hansen, Kahler and Buckingham
- (10) Information Items –**
- A. Monthly Department Reports -**
Reports pertaining to electric utility were presented

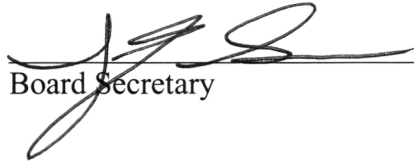
Waverly Communications Utility

- (11) Action Items –**
- A. Public Hearing to Approve 2025 WCU Budget -**
No one came forward.
 - B. Resolution 38-24 – Approve 2025 WCU Budget -**
A motion (Brunkhorst Hansen) to approve Resolution 38-24 – Approve 2025 WCU Budget – was made and passed unanimously with a roll call vote as follows: Brunkhorst, Hansen, Kahler and Buckingham
- (12) Information Items –**
- A. Monthly Department Reports -**
Reports pertaining to the communication utility were presented.
- (13) Closed Session -**
A motion (Hansen, 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: Hansen, Kahler, 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 (Hansen, Brunkhorst) to move into open session was made and passed unanimously with a roll call vote as follows: Hansen, Brunkhorst, Kahler and Buckingham
- A. Approve Financials -**
A motion (Hansen, Kahler) to approve the Waverly Communications Utility financials was made and passed with a unanimous vote.
- (15) Adjournment -**
Meeting was adjourned.



Dated November 12, 2024

Chair



Dated November 12, 2024

Board Secretary