

**WAVERLY LIGHT AND POWER™  
BOARD OF TRUSTEES MEETING**

Regular Meeting

Tuesday, April 2, 2013 – 6:30 P.M.

1002 Adams Parkway

**(1) Roll Call -**

**Present:**

Trustees – Drape, Knights, Koenig, Moeller and Suhr. WLP Presenters – Diane Johnson, General Manager; Mike Litterer, Assistant General Manager; Cara Jensen, Accounting Manager; Angie Schroeder, Office Manager; Jen Bloker, Communications & Public Information Manager; and Curt Atkins, Energy Services Manager. Guest Mayor Brunkhorst.

**Absent:**

None.

**(2) Agenda Management –**

A motion (Moeller, Koenig) approving the agenda was made and passed with a unanimous vote.

**(3) Public Forum –**

No one came forward.

**(4) Minutes of March 5, 2013, Regular Meeting and March 20, 2013, Special Meeting-**

A motion (Moeller, Koenig) approving the minutes of the March 5, 2013, regular Board Meeting was made and passed with a unanimous vote.

A motion (Suhr, Knights) approving the minutes of the March 20, 2013, special Board Meeting was made and passed with a unanimous vote.

**(5) Action Items –**

**A. Ratify Trade Accounts -**

- i.** A motion (Suhr, Koenig) to ratify the trade accounts without Wartburg, GMT, Ael Suhr Enterprises and CUNA was made and passed with a unanimous vote.
- ii.** A motion (Suhr, Knights) to ratify the trade account for CUNA was made and passed with a unanimous vote. Koenig abstained.
- iii.** A motion (Koenig, Knights) to ratify the trade account for Ael Suhr Enterprises was made and passed with a unanimous vote. Suhr abstained.
- iv.** A motion (Koenig, Suhr) to ratify the trade account for Wartburg was made and passed with a unanimous vote. Moeller abstained.

**B. Review Financials –**

Financials were presented and discussed. A motion (Knights, Koenig) to accept the financials was made and passed with a unanimous vote.

**C. Internal Control – Inventory**

A motion (Suhr, Moeller) to approve the Internal Control – Inventory - document was made and passed with a unanimous vote.

**D. Resolution #11-13 – Reimbursement Resolution –**

A motion (Knights, Moeller) to approve Resolution #11-13 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Knights, Moeller, Suhr, Koenig, and Drape.

**E. Financial Audit -**

A motion (Suhr, Koenig) to accept the Financial Audit as presented was made and passed with a unanimous vote.

- F. Resolution #12-13 – Cash Transfer Financial Procedure -**  
A motion (Moeller, Knights) to approve Resolution #12-13 – Cash Transfer Financial Procedure – was made and passed unanimously with a roll call vote as follows: Moeller, Knights, Suhr, Koenig, and Drape.
- G. Resolution #13-13 – Establishing Waverly Light and Power Transfers to the City of Waverly -**  
A motion (Suhr, Koenig) to approve Resolution #13-13 – Establishing Waverly Light and Power Transfers to the City of Waverly – was made and passed unanimously with a roll call vote as follows: Suhr, Koenig, Moeller, Knights, and Drape.
- H. Resolution #14-13 – 2014 Cash Transfers to the City of Waverly -**  
A motion (Koenig, Knights) to approve Resolution #14-13 – 2014 Cash Transfers to the City of Waverly – was made and passed unanimously with a roll call vote as follows: Koenig, Knights, Suhr, Moeller, and Drape.
- I. Resolution #15-13 – CUNA Interruptible Agreement -**  
A motion (Moeller, Suhr) to approve Resolution #15-13 – CUNA Interruptible Agreement – was made and passed unanimously with a roll call vote as follows: Moeller, Suhr, Knights, and Drape. Koenig abstained.

**(6) Information Items –**

**A. General Operating Information -**

Cara Jensen, Accounting Manager, presented the updated General Operating Information booklet which contains ten years of historical information to be used as a reference.

**B. Monthly Department Reports -**

Reports from Finance, Outreach and Education, Key Accounts, Customer Programs, Customer Communication and Education, Generation and Substations, and Distribution and Transmission were provided to Board members for review.

**(7) Board Calendar**

No discussion.

**(8) Discussion Items**

None.

**(9) Other Business**

None.

**(10) Adjournment**

Meeting was adjourned by Chair Drape.

  
\_\_\_\_\_ Dated April 2, 2013  
Chair

  
\_\_\_\_\_ Dated April 2, 2013  
Secretary