

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

Regular Meeting

Tuesday, March 1, 2011 – 6:00 P.M.
1002 Adams Parkway

(1) Roll Call -

Present:

Trustees - Moeller, Koenig, and Wuertz. Wuertz chaired the meeting.

WLP Presenters - Diane Johnson, Gen. Mgr.; Mike Litterer, Asst. Gen. Mgr.; Cara Jensen, Accounting Manager; Angie Schroeder, Office Manager; Sheila Boeckman, Utility Relations Manager; and Curt Atkins, Energy Services Manager

Others Present – Mike Whitney, Jeff Strickler, Chris Schmidt, Dick Crayne, and Jim Vowels

Absent:

Trustees – Drape and Knights

(2) Agenda Management –

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

(3) Public Forum –

No one came forward during the public forum.

(4) Minutes of February 1, 2011, Regular Meeting -

A motion (Moeller, Koenig) approving the minutes of the February 1, 2011, regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Ratify Trade Accounts -

i. A motion (Koenig, Moeller) to ratify the trade accounts without Wartburg and CUNA was made and passed with a unanimous vote.

ii. Trade accounts for Wartburg and CUNA could not be approved for lack of a quorum.

B. Review Financials –

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

C. Internal Control Testing – Identity Theft Testing -

A motion (Moeller, Koenig) to approve the Internal Control Testing was made and passed with a unanimous vote.

D. Resolution #03-11 – Reimbursement Resolution –

A motion (Moeller, Koenig) to approve Resolution #03-11 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Koenig, Moeller, Wuertz.

E. Resolution #04-11 – CAPX Agreement –

A motion (Koenig, Moeller) to approve Resolution #04-11 – CAPX Agreement – was made and passed unanimously with a roll call vote as follows: Koenig, Moeller, Wuertz.

F. Reject AMI Bids -

A motion (Moeller, Koenig) to reject the AMI bids as presented was made and passed with a unanimous vote.

G. Street and Security Lighting Policy -

A motion (Moeller, Koenig) to approve the Street and Security Lighting Policy as presented was made and passed with a unanimous vote.

(6) Information Items

A. Finance Report – Accounting Manager

- i. Majority of the month was spent working with the auditors, preparing the 2010 annual financial statements, and closing year end.
- ii. Audit is complete and went well.

B. 2012 Cash Transfer to the City – Accounting Manager

Information was provided showing the detail of the City of Waverly transfer recommendation for calendar year 2012. The transfer information will be presented again at the next meeting for further discussion.

C. Energy Services Report – Energy Services Manager

- i. Two commercial lighting audits were completed in February.
- ii. There was a small increase in customer calls this February compared to February 2010. Most of the calls were in need of assistance in understanding the new rates and ECA charges.
- iii. Monthly tracking and reporting to the Office of Energy Independence (OEI) continues for the LED streetlight project.

D. Energy Efficiency Annual Report – Energy Services Manager

Information was provided to Board members on energy efficiency program results since the program's inception through 2010.

E. Utility Relations Report – Utility Relations Manager

- i. New bill format project is complete.
- ii. Communications plan was created outlining our messaging for “Our Future Our Challenge.”
- iii. Held the annual energy poster contest for all sixth graders.

F. Outage Report – Operations Manager

Annual report on power outages and blinks was presented.

G. Operations Report – Operations Manager

- i. New voltage regulators have been installed, programmed, tested, and are working much better than the old ones.
- ii. Hydro #3 is back together after sand blasting, painting, and reworking some of the bolts, pins, etc. that are below the water line.
- iii. We have hired a firm to write up the bid specifications for the catalysts to meet RICE regulations.
- iv. Crews have finished the major tree trimming for the year.
- v. The LED street and security lights arrived and will be installed in March.

(7) Board Calendar

No discussion.

(8) Discussion Items

A. Charges for Electric Services

Board was informed that staff is recommending making some changes to what we charge for electric services. A proposal for these charges will be brought back to the Board for approval in April or May.

B. Board Performance Review

Move to April meeting.

(9) Other Business

None


(10) Closed Session

- A. A motion (Koenig, Moeller) to move into closed session was made and passed unanimously with a roll call vote as follows: Ayes – Wuertz, Moeller, Koenig.
- B. A motion (Moeller, Koenig) to end the closed session and move into open session was made and passed unanimously with a roll call vote as follows: Ayes – Wuertz, Moeller, Koenig.

(11) Adjournment

A motion (Koenig, Moeller) to adjourn was made and passed with a unanimous vote.


_____ Dated March 1, 2011
Chair


_____ Dated March 1, 2011
Secretary