

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

Regular Meeting

Tuesday, May 3, 2011 – 6:30 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Drape, Koenig, Knights, Moeller, and Wuertz. 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 – Chris Schmidt

(2) Agenda Management –

A recommendation was made to move item 6(D) – Minimum Insurance Coverage Review – up on the agenda to be discussed immediately after approval of the April 5, 2011, meeting minutes. A motion (Moeller, Wuertz) approving the agenda as modified above was made and passed with a unanimous vote.

(3) Public Forum –

No one came forward during the public forum.

(4) Minutes of April 5, 2011, Regular Meeting -

A typo was found in the minutes under Information Items, Item F. – Strategy Model. A motion (Wuertz, Moeller) approving the minutes of the April 5, 2011, regular Board Meeting amending Information Items, Item F. – Strategy Model – first sentence to read “for 2011 to 2015” was made and passed with a unanimous vote.

(5) Action Items –

A. Ratify Trade Accounts -

- i. A motion (Koenig, Wuertz) to ratify the trade accounts without Wartburg and CUNA was made and passed with a unanimous vote.
- ii. A motion (Koenig, Knights) to ratify the trade account for Wartburg for the months of March, April, and May was made and passed with a unanimous vote. Moeller and Wuertz abstained.
- iii. A motion (Wuertz, Knights) to ratify the trade account for CUNA was made and passed with a unanimous vote. Koenig abstained.

B. Review Financials –

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

C. Internal Control Testing – Long-Term Debt -

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

D. Resolution #06-11 – Reimbursement Resolution –

A motion (Wuertz, Koenig) to approve Resolution #06-11 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Moeller, Wuertz, Drape, Koenig, and Knights.

E. Resolution #07-11 – Establishing Waverly Light and Power Transfer To The City of Waverly -

A motion (Wuertz, Knights) to approve Resolution #07-11 – Establishing Waverly Light and Power Transfer To The City of Waverly – was made and passed

- F. Resolution #08-11 – City Transfer Approval -**
A motion (Koenig, Moeller) to approve Resolution #08-11 – City Transfer Approval – was made and passed unanimously with a roll call vote as follows: Moeller, Koenig, Knights, Drape, and Wuertz.
- G. Resolution #09-11 – Approving the Transmission Owner Services and Asset Assignment Agreement With CMMPA -**
A motion (Knights, Wuertz) to approve Resolution #09-11 – Approving the Transmission Owner Services and Asset Assignment Agreement With CMMPA – was made and passed unanimously with a roll call vote as follows: Koenig, Knights, Drape, Wuertz, and Moeller.
- H. Customer Recruitment -**
Sheila Boeckman, Utility Relations Manager, asked the Board to give her guidance on whether they want Waverly Light and Power to offer economic development incentives to current and/or new customers and what those incentives should be. Board members and staff discussed the options for incentives and all agreed that it is important to try to use incentives to support appropriate economic growth in the community. The Board wishes to have customer requests of this type come to them on a case by case basis. Staff will develop parameters on initial offers to companies wanting to invest in the community and bring them back to the Board at the next meeting for further discussions and approval.
- I. Trees Forever Contribution -**
A motion (Wuertz, Knights) to commit \$10,000 per year to Trees Forever for the next five years with approval of the donation to be made annually was made and passed with a unanimous vote.
- J. Services for the City Policy -**
A motion (Wuertz, Koenig) to approve the Services for the City Policy was made and passed with a unanimous vote.

(6) Information Items

- A. Finance Report – Accounting Manager**
- i. Annual filings have been completed for the year ending 2010.
 - ii. A dividend check in the amount of \$5,249 was received from Iowa Public Power Agency for a return on the transmission investment at Quad Cities West and Grimes Granger.
- B. Energy Services Report – Energy Services Manager**
- i. Rebate participants are increasing in numbers as the weather improves
 - ii. Work continues on the rating of the Eisenach residences.
- C. Utility Relations Report – Utility Relations Manager**
- i. Prepared “Smart Savings” campaign materials.
 - ii. Created a new 6th grade unit as the final presentation for the school year.
- D. Minimum Insurance Coverage Review – Operations Manager**
Mike Byl from the Accel Group presented information on our insurance coverage and renewals.
- E. Operations Report – Operations Manager**
- i. Two new gate sections will be installed on the hydro intakes due to one section missing after the coffer dam breach and another being damaged beyond repair.
 - ii. The south plant switchgear project is under way and moving forward as planned.
 - iii. Engine number 5 is down for the pair of minor leaks.
 - iv. Crews began the season by moving lines, poles, and junction boxes for the 4th Street SW project.

(7) Board Committee Reports

A. Ad Hoc City Services Committee – John Wuertz

No report this month.

B. Communication Committee – Linda Moeller

Linda Moeller reported on committee meetings.

(8) Board Calendar

No discussion.

(9) Discussion Items

None


(10) Other Business

None

(11) Adjournment

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


_____ Dated May 3, 2011
Chair


_____ Dated May 3, 2011
Secretary