

**WAVERLY LIGHT AND POWER AND MUNICIPAL COMMUNICATIONS UTILITY
BOARD OF TRUSTEES MEETING**

Regular Meeting
Tuesday, March 17 – 4:00 P.M.
1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Knights, Suhr, Vyverberg, Koenig and Seggerman. Guest Trustee – Matt Nelson. WLP Presenters –Darrel Wenzel, General Manager; Vicki Hall, Finance and Rates Manager; Angie Schroeder, Board Secretary; Curt Atkins, Energy Services Manager and Mike Litterer, Assistant General Manager. **Absent:** Jen Bloker, Communications & Public Info Manager.

(2) Agenda Management –

A motion (Knights, Vyverberg) to approve the agenda was made and passed with a unanimous vote.

(3) Public Forum –

No one came forward.

(4) Minutes of February 10, 2015, Waverly Light and Power and Waverly Communications Utility dba Waverly Light and Power Regular Meeting -

A motion (Seggerman, Knights) approving the minutes of the February 10, 2015, Waverly Light and Power and Waverly Communications Utility dba Waverly Light and Power regular Board Meeting was made and passed with a unanimous vote.

Waverly Communications Utility dba Waverly Light and Power

(5) Action Items

A. Review Financials –

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

B. Resolution #11-15 – Change dba to Waverly Utilities -

A motion (Vyverberg, Knights) to approve Resolution #11-15 –Change dba to Waverly Utilities - was made and passed unanimously with a roll call vote as follows: Vyverberg, Knights, Koenig, Seggerman and Suhr.

C. Resolution #12-15 – Corporate Authorization Resolution – DB&T - -

A motion (Seggerman, Vyverberg) to approve Resolution #12-15 –Corporate Authorization Resolution – DB&T - was made and passed unanimously with a roll call vote as follows: Knights, Vyverberg, Suhr, Seggerman and Koenig.

(6) Information Items

A. Communications Utility Tasks Update -

Staff presented a document showing progress being made on specific tasks for the communications utility.

B. Impact Marketing Presentation -

Impact Marketing presented information on the new logo and their marketing plan for the communications utility.

Waverly Light and Power

(7) Action Items –

A. Ratify Trade Accounts -

- i. A motion (Knights, Seggerman) to ratify the trade accounts without GMT and Ael Suhr Enterprises was made and passed with a unanimous vote.
- ii. A motion (Knights, Vyverberg) to ratify the trade account for Ael Suhr Enterprises was made and passed with a unanimous vote. Ael Suhr abstained.

B. Review Financials –

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

C. Internal Control – Cash -

A motion (Knights, Vyverberg) to accept the Internal Control – Cash - document was made and passed with a unanimous vote.

D. Resolution #13-15 – Reimbursement Resolution -

A motion (Vyverberg, Seggerman) to approve Resolution #13-15 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Vyverberg, Seggerman, Suhr, Koenig and Knights.

E. Resolution #14-15 – Reimbursement Resolution - Fiber -

A motion (Knights, Seggerman) to approve Resolution #14-15 – Reimbursement Resolution - Fiber– was made and passed unanimously with a roll call vote as follows: Knights, Seggerman, Suhr, Koenig and Vyverberg.

F. Resolution #15-15 – Change dba to Waverly Utilities -

A motion (Seggerman, Vyverberg) to approve Resolution #15-15 – Change dba to Waverly Utilities – was made and passed unanimously with a roll call vote as follows: Seggerman, Vyverberg, Knights, Koenig and Suhr.

(8) Information Items –

A. 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.

B. SMS Marketing Residential Survey Results -

SMS Marketing presented the results of a survey they conducted for Waverly Light and Power. Results were largely very positive.

C. Trees Forever Annual Report -

Trees Forever presented their Annual Report.

(9) Discussion Items –

A. 2016 Cash Transfers to City of Waverly –

Board discussed the plan for the 2016 cash transfer to City of Waverly.

(10) Board Calendar

No discussion.

(11) Other Business

None.

(12) Closed Session – Per Code of Iowa Section 21.5 (i)

A motion (Knights, Vyverberg) to enter closed session was made and passed with a unanimous vote.

A motion (Vyverberg, Seggerman) to move out of closed session was made and passed with a unanimous vote.

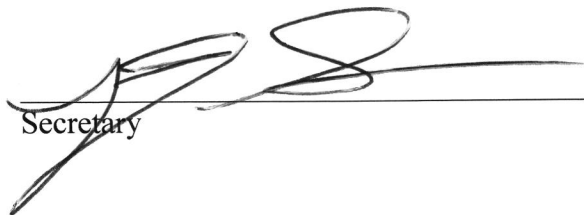
(13) Adjournment

Meeting was adjourned by Chairman Suhr.



Dated March 17, 2015

Chair



Dated March 17, 2015

Secretary