

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

Regular Meeting

Tuesday, April 8, 2014 – 6:00 P.M.

1002 Adams Parkway

(1) Roll Call -

Present:

Trustees – Koenig, Suhr, Seggerman and Vyverberg. WLP Presenters –Darrel Wenzel, General Manager; Mike Litterer, Assistant General Manager; Angie Schroeder, Office Manager; Vicki Hall, Finance and Rates Manager; Curt Atkins, Energy Services Manager; Jen Bloker, Communication & Public Information Manager. **Absent:** Knights. **Guest Trustee:** Erik Kettleson. **Guests:** Chris Neuendorf, City Council Liaison.

(2) Agenda Management –

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

(3) Public Forum –

No one came forward.

(4) Minutes of March 4, 2014, Waverly Light and Power and Waverly Communications Utility dba Waverly Light and Power Regular Meeting -

A motion (Seggerman, Koenig) approving the minutes of the March 4, 2014, 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 (Koenig, Vyverberg) to accept the financials was made and passed with a unanimous vote.

(6) Information Items -

A. Waverly Communications Utility Update –

Darrel Wenzel and Mike Litterer updated the Board about progress on the business plan for the communications utility.

Waverly Light and Power

(7) Action Items –

A. Ratify Trade Accounts -

i. A motion (Koenig, Seggerman) to ratify the trade accounts without GMT, Ael Suhr Enterprises and CMFG Life Insurance Company was made and passed with a unanimous vote.

ii. A motion (Seggerman, Vyverberg) to ratify the trade account for CMFG Life Insurance Company was made and passed with a unanimous vote. Koenig abstained.

iii. A motion (Koenig, Vyverberg) to ratify the trade account for Ael Suhr Enterprises was made and passed with a unanimous vote. Suhr abstained.

B. Review Financials –

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

C. Internal Control – Identity Theft

A motion (Koenig, Vyverberg) to accept the Internal Control – Identity Theft document was made and passed with a unanimous vote.

D. Resolution #10-14 – Reimbursement Resolution –

A motion (Seggerman, Koenig) to approve Resolution #10-14 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Seggerman, Koenig, Vyverberg and Suhr.

E. Resolution #11-14 – 2015 Cash Transfers to the City of Waverly –

A motion (Koenig, Vyverberg) to approve Resolution #11-14 – 2015 Cash Transfer to the City of Waverly – was made and passed unanimously with a roll call vote as follows: Koenig, Vyverberg, Suhr, and Seggerman.

F. Financial Audit -

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

G. Resolution #12-14 – Amended and Restated Supplemental Agreement Regarding Participant-Owned Capacity -

A motion (Seggerman, Koenig) to approve Resolution #12-14 – Amended and Restated Supplemental Agreement Regarding Participant-Owned Capacity – was made and passed unanimously with a roll call vote as follows: Seggerman, Koenig, Vyverberg and Suhr.

H. Resolution #13-14 – Amended and Restated Transmission Facilities Assignment and Credit Agreement -

A motion (Koenig, Vyverberg) to approve Resolution #13-14 – Amended and Restated Transmission Facilities Assignment and Credit Agreement – was made and passed unanimously with a roll call vote as follows: Koenig, Vyverberg, Seggerman and Suhr.

I. Election of Board of Trustees Officers (Chair, Vice Chair, Secretary) -

Officers are elected for the remainder of the two-year terms.

i. Chair – A motion (Koenig, Seggerman) to elect Ael Suhr as Chair was made and passed with a unanimous vote.

ii. Vice-Chair – A motion (Vyverberg, Seggerman) to elect Darcy Knights as Vice-Chair was made and passed with a unanimous vote.

iii. Secretary – A motion (Koenig, Vyverberg) to elect Angie Schroeder as Secretary was made and passed with a unanimous vote.

(8) Information Items –

A. General Operating Information -

The updated General Operating Information document was presented.

B. Annual Report -

The annual report is being finalized and will be on the website in an electronic version.

C. Mini Information Booklet -

Jen Bloker distributed a mini information booklet that staff and Board members can use as a reference document.

D. Strategic Business Plan Initiatives -

An update was given on the initiatives that the Board set up in an earlier strategic planning meeting. This update will be given to the Board every 4 months.

E. 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.

(9) Board Calendar

No discussion.

(10) Other Business

None.

(11) Adjournment

Chairman Suhr adjourned the meeting.



Chair

Dated April 8, 2014



Secretary

Dated April 8, 2014