

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

Regular Meeting

Tuesday, January 13, 2015 – 4:00 P.M.

1002 Adams Parkway

**(1) Roll Call -**

**Present:**

Trustees – Knights, Suhr, Vyverberg and Seggerman. Guest Trustee – Matt Nelson. WLP Presenters – Darrel Wenzel, General Manager; Vicki Hall, Finance and Rates Manager; Curt Atkins, Energy Services Manager; Jen Bloker, Communications & Public Information Manager and Mike Litterer, Assistant General Manager. **Absent:** Koenig; Angie Schroeder, Office 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 December 8, 2014, Waverly Light and Power and Waverly Communications Utility dba Waverly Light and Power Regular Meeting -**

A motion (Vyverberg, Seggerman) approving the minutes of the December 8, 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 (Seggerman, Knights) to accept the financials was made and passed with a unanimous vote.

**(6) Information Items –**

**A. Waverly Communications Utility Update –**

Further information about the Waverly Communications Utility was shared by staff.

**Waverly Light and Power**

**(7) Action Items –**

**A. Ratify Trade Accounts -**

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

ii. A motion (Knights, Seggerman) 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. Resolution #1-15 – Reimbursement Resolution -**

A motion (Knights, Seggerman) to approve Resolution #1-15 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Knights, Seggerman, Suhr and Vyverberg.

**D. Resolution #2-15 – Revision of Hiring of Relatives/Employee Relationships Personnel Policy and Procedure -**

A motion (Vyverberg, Seggerman) to table this item to the next meeting was made and passed with a unanimous vote.

**E. Resolution #3-15 – Corporate Authorization Resolution – Electronic Signatures for First National Bank -**

A motion (Seggerman, Vyverberg) to approve Resolution #3-15 – Corporate Authorization Resolution – Electronic Signatures for First National Bank – was made and passed unanimously with a roll call vote as follows: Seggerman, Vyverberg, Knights and Suhr.

**F. Resolution #4-15 – Revision of Internal Control Financial Policy -**

A motion (Seggerman, Vyverberg) to approve Resolution #4-15 – Revision of Internal Control Financial Policy – was made and passed unanimously with a roll call vote as follows: Seggerman, Vyverberg, Suhr and Knights.

**(8) Information Items –**

**A. Energy Efficiency Annual Report -**

Staff presented the energy efficiency annual report.

**B. Outage Report -**

Staff presented the outage report for 2014.

**C. Professional Services Listing -**

Listing of professional services that are used by staff was given to the board for reference.

**D. 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) Discussion Items**

**A. Board Self-Assessment -**

Tabled to next meeting.

**(10) Board Calendar**

No discussion.

**(11) Other Business**

None.

**(12) Adjournment**

Meeting was adjourned by Chairman Suhr.

  
Chair

Dated January 13, 2015

  
Secretary

Dated January 13, 2015