

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

Regular Meeting

Tuesday, October 4, 2011 – 6:30 P.M.

1002 Adams Parkway

**(1) Roll Call -**

**Present:**

Trustees – Drape, Koenig, Knights, Moeller (arrived late), and Wuertz. WLP Presenters - Diane Johnson, Gen. Mgr.; Mike Litterer, Asst. Gen. Mgr.; Cara Jensen, Accounting Manager; Angie Schroeder, Office Manager; and Curt Atkins, Energy Services Manager. Guests – Julie Meyers, Guest Trustee; Jen Bloker, WLP Utility Relations Specialist - PT.

**(2) Agenda Management –**

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

**(3) Public Forum –**

No one came forward. Chair Drape introduced Julie Meyers as the guest trustee for this quarter and also introduced Jen Bloker as part of the WLP staff.

**(4) Minutes of September 6, 2011, Regular Meeting -**

A motion (Knights, Koenig) approving the minutes of the September 6, 2011, regular Board Meeting was made and passed with a unanimous vote.

**(5) Action Items –**

**A. Ratify Trade Accounts -**

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

**B. Review Financials –**

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

**C. Internal Control Testing – Investments -**

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

**D. Resolution #24-11 – Reimbursement Resolution –**

A motion (Koenig, Knights) to approve Resolution #24-11 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Drape, Koenig, Knights, and Wuertz. Moeller absent for vote; arrived immediately after vote.

**E. Set Date for Public Hearing on Approval of 2012 Budget – November 1, 2011 -**

A motion (Knights, Wuertz) to hold a public hearing on November 1, 2011, for approval of the 2012 budget was made and passed with a unanimous vote.

**F. Resolution #25-11 – Adopt the Fourth Amendment to the Joint Ownership Agreement for Walter Scott Jr. Energy Center Unit 4 and Adopt the Amended and Restated Facilities and Operating Agreement for Council Bluffs Energy Center Unit 4 Transmission –**

A motion (Wuertz, Koenig) to approve Resolution #25-11 – Adopt the Fourth Amendment to the Joint Ownership Agreement for Walter Scott Jr. Energy Center Unit 4 and Adopt the Amended and Restated Facilities and Operating Agreement for Council Bluffs Energy Center Unit 4 Transmission was made and passed unanimously with a roll call vote as follows: Knights, Wuertz, Drape, Koenig, and Moeller.

**G. Resolution #26-11 – Transfer to MEAN All of Waverly Light and Power’s Right to Acquire Any Share of WSEC4 Offered For Sale by Pella -**

A motion (Moeller, Knights) to approve Resolution #26-11 – Transfer to MEAN All of Waverly Light and Power’s Right to Acquire Any Share of WSEC4 Offered For Sale by Pella was made and passed unanimously with a roll call vote as follows: Wuertz, Drape, Koenig, Moeller, and Knights.

**H. Resolution #27-11 – Amend Resolution #14-11 – Resolution to Purchase Landfill Gas Environmental Attributes from MEAN -**

A motion (Wuertz, Knights) to approve Resolution #27-11 – Resolution to Purchase Landfill Gas Environmental Attributes from MEAN was made and passed unanimously with a roll call vote as follows: Drape, Koenig, Moeller, Knights, and Wuertz.

**(6) Information Items**

**A. Monthly Department Reports –**

**i. Operations and Maintenance**

1. Engine #5 is undergoing repairs to the valves and liners.
2. Catalysts and monitoring equipment have been installed, tested and are in service at the south plant.
3. The underground crew is working on a three-phase overhead to underground conversion project for the line that runs from 2<sup>nd</sup> Avenue SW behind Pizza Hut and across Bremer Avenue.
4. The overhead crew is working on various pole replacements on the southeast and northeast farm lines, a primary service to the new GMT project, pole replacements in SW Waverly, and removing the overhead line associated with the 2<sup>nd</sup> Avenue underground project.

**ii. Finance**

Work continued on the proposed budget.

**iii. Energy Services**

1. Energy Services met with several key account customers in September to discuss current projects and to introduce staff who will be assisting them on future projects.
2. Final preparations were made for the October 1 Appliance Recycling event

**B. Final Budget Review -**

Board reviewed the final 2012 budget information.

**C. Dashboard –**

Third quarter Dashboard results were presented.

**D. Personnel Policies & Procedures -**

Draft documents for the Personnel Policies & Procedures Manual were reviewed by the Board.

**(7) Board Committee Reports**

**A. Communication Committee – Linda Moeller**

Committee held a meeting in September to discuss various projects.

**(8) Board Calendar**

No discussion.

**(9) Discussion Items**

None

**(10) Other Business**

None

**(11) Adjournment**

Meeting was adjourned by Chair Drape.

  
\_\_\_\_\_ Dated October 4, 2011  
Chair

  
\_\_\_\_\_ Dated October 4, 2011  
Secretary