

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

Regular Meeting

Tuesday, June 7, 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

Guest Trustee – Bill Dix

Others Present – Jim Vowels

(2) Agenda Management –

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

(3) Public Forum –

No one came forward during the public forum.

(4) Minutes of May 3, 2011, Regular Meeting -

A motion (Knights, Wuertz) approving the minutes of the May 3, 2011, regular Board Meeting amending Action Items, Item A. (ii) to read that Moeller and Wuertz abstained and (iii) to read that Koenig abstained 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 (Knights, Koenig) 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, Moeller) 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 (Koenig, Knights) to accept the financials was made and passed with a unanimous vote.

C. Internal Control Testing – Fixed Assets -

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

D. Resolution #10-11 – Reimbursement Resolution –

A motion (Wuertz, Moeller) to approve Resolution #10-11 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Moeller, Wuertz, Drape, Koenig, and Knights.

E. Customer Recruitment -

A motion (Wuertz, Koenig) to adopt the Customer Recruitment policy upon attorney approval and with grammatical changes was made and passed with a unanimous vote. Knights abstained.

(6) Information Items

A. Finance Report – Accounting Manager

- i. The LED street lighting project received half of the grant money from OEI.

B. Energy Services Report – Energy Services Manager

- i. Continued work with several commercial customers on energy efficiency projects.
- ii. Department has begun to evaluate energy efficiency programs for 2012.
- iii. Request for residential energy audits in May increased slightly from April.

C. Rate Comparison Report – Utility Relations Manager

- i. Staff compared Waverly Light and Power's rates to other nearby utilities by customer rate class.

D. Energy Forecast – Utility Relations Manager

- i. Staff reported that they are working on a new energy and load forecast to present in full at the July board meeting.

E. Utility Relations Report – Utility Relations Manager

- i. Worked with Nestle vendor on energy efficiency compressed air study.
- ii. Received WSREA "Friend of Education" award.
- iii. Prepared media release for audit.
- iv. Continued discussions with the City of Waverly, Library, and Chamber are creation of a new community website.

F. Minimum Insurance Coverage Review – Operations Manager

Updated insurance premium costs are included in the report.

G. Operations Report – Operations Manager

- i. During construction of the new dam, we noticed a portion of the foundation for the lower hydro water intakes were vulnerable to being undermined although no damage could be seen at this point.
- ii. The south plant project to update the control systems is substantially complete.
- iii. We received favorable bids for the catalyst/silencer replacements at the south plant as required to meet the RICE NESHAP requirements.
- iv. We have filed a claim with the performance bond company this month for the wind turbine.

(7) Board Committee Reports

A. Communication Committee – Linda Moeller

Linda Moeller reported on committee meetings.

(8) Board Calendar

No discussion.

(9) Discussion Items

None

(10) Other Business

None


(11) Closed Session


- A. A motion (Knights, Wuertz) to move into closed session was made and passed unanimously with a roll call vote as follows: Ayes – Knights, Wuertz, Moeller, Koenig, Drape; Absent – None.

- B.** A motion (Knights, Wuertz) to end the closed session and move into open session was made and passed unanimously with a roll call vote as follows: Ayes – Wuertz, Moeller, Knights, Koenig, Drape; Absent – None.

(12) Adjournment

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


_____ Dated June 7, 2011
Chair


_____ Dated June 7, 2011
Secretary