* * * CITY OF WAVERLY * * *

WAVERLY LIGHT AND POWERTM BOARD OF TRUSTEES MEETING

Regular Meeting
Tuesday, February 1, 2011 – 6:00 P.M.
1002 Adams Parkway

(1) Roll Call -

Present:

Trustees - Drape, Knights, Moeller, Koenig, and Wuertz

Guest Trustee – Brent Matthias

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 Others Present – Mike Whitney, Dave Mulder, Jim Vowels

(2) Agenda Management –

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

(3) Public Forum -

No one came forward during the public forum.

(4) Minutes of January 4, 2011, Regular Meeting -

A motion (Knights, Koenig) approving the minutes of the January 4, 2011, regular Board Meeting was made and passed with a unanimous vote.

(5) Action Items –

A. Ratify Trade Accounts -

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

B. Review Financials -

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

C. Resolution #02-11 - Reimbursement Resolution -

A motion (Knights, Wuertz) to approve Resolution #02-11 – Reimbursement Resolution – was made and passed unanimously with a roll call vote as follows: Knights, Moeller, Wuertz, Drape, Koenig.

D. Renewable Energy Policy Statement -

A motion (Wuertz, Knights) to approve the Renewable Energy Policy Statement as presented was made and passed with a unanimous vote.

(6) Information Items

A. Community Involvement Committee Report – Dave Mulder, Past-Chair of Committee and Waverly Light and Power System Locator

Dave Mulder presented a report showing the 2010 volunteer hours and giving dollars that Waverly Light and Power employees participated in.

B. Finance Report - Accounting Manager

i. Majority of the month was spent preparing for the 2010 annual audit which will be conducted February 7-9, 2011.

ii. Continued work on CAPX investment options.

C. Energy Services Report - Energy Services Manager

- i. Energy Services conducted several commercial lighting audits in January. Of the audits that were conducted, all customers installed new cost saving light fixtures in their facilities.
- ii. The department continued to wrap-up 2010 by finalizing reports and numbers.

D. Utility Relations Report - Utility Relations Manager

- i. Interviewed customers for upcoming articles in the annual report.
- ii. Prepared a new sixth grade unit titled "Green Life." This is a board game where students choose careers, homes, and cars based on energy efficiency and environmental decisions. Students then earn money and pay bills based on the decisions they made. The unit was created by UNI with a grant from the Iowa Energy Center. Waverly Light and Power participated by providing the game boards and being the first of the partners to do a test run of the game.
- iii. Reviewed and provided input on CAPX agreements.
- iv. Attended MEAN meetings.

E. CAPX Transmission Ownership Project - General Manager

More information was provided to the Board regarding the CAPX Transmission Project. A resolution will be presented at the March meeting.

F. AMI Project Plan - Operations Manager

Mike Litterer reported that we received two bids for the AMI project, but neither one was complete and cannot be accepted as they were submitted. Based on the cost-cutting initiatives that all staff is undertaking at this time, a recommendation was made by staff to the Board that we postpone this project until the end of 2013 or beginning of 2014. Board members agreed with the recommendation.

G. Operations Report – Operations Manager

- i. New voltage regulators are being installed on engines 7, 8, and 9, replacing the original equipment.
- ii. An emergency generator was installed to provide power during outages to the service center and north plant.
- iii. Work is continuing to install catalysts on a number of our generators to meet the new RICE regulations. At this time, we are using a consulting engineer to draw up specifications for bidding documents.
- iv. Crews will be working on tree trimming in February and March.
- v. We have received final approval on the LED street light grant and will begin moving forward installing the lights in 2011 and 2012.

(7) Board Calendar

No discussion.

(8) Discussion Items

A. Board Performance Review

Move to the March agenda.

(9) Other Business

None

(10) 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 – Wuertz, Koenig, Knights, Moeller, Drape.

A motion (Moeller, Knights) 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, Koenig, Knights, Drape.

(11) Adjournment

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

Dated February 1, 2011

Chair - Acting on behalf of bane Age

Dated February 1, 2011

Secretary