

Kaukauna WI
December 20, 2006

President, Lee Meyerhofer, called the regular meeting of Kaukauna Utilities Commission to order at 4:00 p.m. Commission members present were Gene Rosin, Bill Vanderloop, Tom Driessen, Lee Meyerhofer, Joe Verhagen, Tom McGinnis and Brian Paschen. Also present were Paul Van Berkel, City Attorney, Jeff Feldt, Bruce Gomm, Mike Pedersen, Mike Kawula, Kevin Obiala, Don Krause, Ron Roberts and Eric Miller from KU.

It was moved by Bill Vanderloop, seconded by Gene Rosin to approve the minutes of the November 15, 2006 regular Commission meeting as written.

All members voted aye

Motion Carried

There was no public comment.

At the November meeting the Commission approved the 2007 Operating Budget and Five-Year Capital Additions Budget on a voice vote. To formally adopt the budget it must be approved by a roll call vote.

It was moved by Gene Rosin, seconded by Brian Paschen to approve the 2007 Operating Budget and Five-Year Capital Additions Budget.

Roll Call Vote:	Tom Driessen	aye
	Lee Meyerhofer	aye
	Tom McGinnis	aye
	Brian Paschen	aye
	Gene Rosin	aye
	Bill Vanderloop	aye
	Joe Verhagen	aye

General Manager Jeff Feldt advised the commission that KU has been approached by representatives of the Little Chute Windmill Association to provide in-kind services to the proposed Windmill project. KU would donate services in the form of installation of underground electric utilities for the project area. The cost of these services would not exceed \$20,000.

It was moved by Gene Rosin, seconded by Tom McGinnis to authorize a not-to-exceed amount of \$20,000 in the form of labor and materials to install underground electric services to the Little Chute Windmill project area.

Roll Call Vote	Gene Rosin	aye
	Bill Vanderloop	aye
	Joe Verhagen	aye
	Brian Paschen	aye
	Tom McGinnis	aye
	Lee Meyerhofer	aye
	Tom Driessen	aye

The 2006 Capital Budget contains a line item in the amount of \$25,000 to purchase a skid steer loader. After review of bids submitted by three vendors KU Management recommends approval of the bid from Swiderski Equipment.

It was moved by Tom McGinnis, seconded by Brian Paschen to approve the bid of Swiderski Equipment in the amount of \$20,638 for the purchase of a New Holland L-170 Skid Steer Loader.

Water Superintendent Kevin Obiala explained the proposed Cross Connection Control Plan for Kaukauna Utilities as prepared by Hydro Designs of Brookfield, WI. The plan is important for KU to ensure a safe and reliable supply of drinking water to the community. Hydro Designs will begin cross connection surveys of small business and commercial customers in 2007. KU personnel will perform cross connection surveys of residential customers beginning in 2008. This will be a three-year plan to assure compliance with DNR standards for a safe and reliable water supply. The proposed plan follows the City ordinance already in place.

It was moved by Joe Verhagen, seconded by Tom McGinnis to approve the Kaukauna Utilities Cross Connection Control Program as prepared by Hydro Designs.

All members voted aye

Motion Carried

Jeff Feldt reviewed the 2006 Work Plan with the commission. In 2007 KU staff achieved 67% of the goals outlined in the Work Plan. The goal for 2007 will be 80% completion. These projects are in addition to the day to day running of the utility. One goal of the safety program was to have a 25% reduction in non-recordable injuries. To date in 2006 there were 6 non-recordable injuries for a reduction realized of 63%.

It was moved by Brian Paschen, seconded by Joe Verhagen to approve the accounts receivable write offs.

Roll Call Vote:

Gene Rosin	aye
Bill Vanderloop	aye
Joe Verhagen	aye
Tom Driessen	aye
Lee Meyerhofer	aye
Tom McGinnis	aye
Brian Paschen	aye

It was moved by Bill Vanderloop, seconded by Tom Driessen, that checks numbered 032838 to 032950 in the amount of \$3,151,030.65; checks numbered 032413 and 032666 Void, 032720 to 032834 in the amount of \$1,305,634.58 and checks numbered 032595 to 032719 in the amount of \$3,627,082.76 be approved.

Roll Call Vote:	Brian Paschen	aye
	Bill Vanderloop	aye
	Gene Rosin	aye
	Joe Verhagen	aye
	Tom McGinnis	aye
	Tom Driessen	aye
	Lee Meyerhofer	aye

Motion Carried

The commission reviewed the monthly reports.

Generation Superintendent, Mike Pedersen advised the commissioners the warehouse is about one month behind schedule. The roof trusses are completed and shingles are going on. Electrical and plumbing are being roughed in along with the heating system. Painting will begin in January. A mid March occupancy is anticipated.

Manager Feldt called the commission's attention to the Safety Report and AMR Report.

It was moved by Gene Rosin seconded by Joe Verhagen to adjourn to closed session pursuant to WI. State Statute 19.85(1)(g) John Street facility at 4:45 p.m.

Roll Call Vote:	Tom Driessen	aye
	Lee Meyerhofer	aye
	Tom McGinnis	aye
	Brian Paschen	aye
	Gene Rosin	aye
	Bill Vanderloop	aye
	Joe Verhagen	aye

It was moved by Tom McGinnis, seconded by Gene Rosin to return to Open Session at 4:50 p.m.

It was moved by Bill Vanderloop, seconded by Tom Driessen to adjourn to closed session pursuant to WI. State Statute 19.85(1)(c) consider employment, promotion, compensation or performance evaluation at 4:50 p.m.

Roll Call Vote:	Tom McGinnis	aye
	Brian Paschen	aye
	Gene Rosin	aye
	Tom Driessen	aye
	Lee Meyerhofer	aye
	Bill Vanderloop	aye
	Joe Verhagen	aye

It was moved by Tom McGinnis, seconded by Tom Driessen to return to Open Session at 5:38 p.m.

It was moved by Gene Rosin, seconded by Bill Vanderloop to approve the 2007 compensation package as proposed by the General Manager including a \$2,500 cash bonus for the General Manager.

Roll Call Vote:	Gene Rosin	aye
	Bill Vanderloop	aye
	Tom Driessen	aye
	Lee Meyerhofer	aye
	Tom McGinnis	aye
	Brian Paschen	aye
	Joe Verhagen	aye

The meeting ended at 5:40 p.m.

Thomas J. McGinnis
Secretary