

Kaukauna, WI
October 19, 2016

The regular meeting of Kaukauna Utilities Commission was called to order at 8:00 a.m. by President Lee Meyerhofer. Commission Members present were John Moore, Tom McGinnis, Tom Driessen, Lee Meyerhofer, Gene Rosin, and Bill Vanderloop. Also present were Mike Kawula, Jeff Feldt, Mike Pedersen, Eric Miller, Tim Taplin (for Don Krause), Kevin Obiala, Denise Vanderloop, Dave Pahl, and Amy Brick from KU, Steve Engebos, Diana Driessen, and Brian Roebke.

It was moved by Bill Vanderloop, seconded by Tom McGinnis to excuse Commissioner Susan Hennes's absence.

It was moved by John Moore, seconded by Gene Rosin to approve the minutes of the September 21, 2016 regular Commission meeting as written.

All members voted aye.

Motion Carried.

There was no public comment.

General Manager Jeff Feldt discussed the request from the Village of Little Chute to conduct a managed deer bow hunt on "Electric Island" from December 5, 2016 through December 18, 2016. This will be the seventh year for a managed deer hunt on the property. For pedestrian safety reasons, access to the Heritage Parkway Trail.

It was moved by Tom McGinnis, seconded by Tom Driessen to authorize the Village of Little Chute to conduct a managed deer bow hunt on the Kaukauna Utilities property known as "Electric Island" located in the Village of Little Chute for the period of December 5, 2016 through December 18, 2016.

All members voted aye.

Motion Carried.

Manager of Engineering & Electric Distribution Eric Miller discussed the electric meter testing equipment upgrade. Eric informed the Commission that currently KU uses two RFL 5800 electric meter test sets for testing all of our electric meters. Eric stated the test benches are accurate and fully serviceable; however we are using old computer hardware to run the software needed by the units and the computers are now failing. Eric stated due to the units no longer being in production, there are no software updates that will allow these units to remain in service using modern computer hardware. Eric informed the Commission KU researched the options available for meter testing and found two options with WECO Model 2350 being the least cost and preferred equipment.

It was moved by Gene Rosin, seconded by Bill Vanderloop to authorize the General Manager to authorize the purchase of two Radian Research's WECO model 2350 units at a cost of \$77,000 total (\$38,500 each).

Roll Call Vote:

Tom Driessen	aye
Lee Meyerhofer	aye
Gene Rosin	aye
John Moore	aye
Bill Vanderloop	aye
Tom McGinnis	aye

Manager of Finance and Administration Mike Kawula presented the 2017 Proposed Operating Budget and General Manager Jeff Feldt presented the 2016 Five Year Capital Budget to the Commission. The final 2017 budget will be presented for adoption next month at the November Commission Meeting.

The Commission reviewed the monthly reports.

Staff reports:

Due to the absence of Manager of Information Technology Don Krause, there was no report.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission crews have been working at a new apartment complex that is being built across from Lamp Lighter Apartments. Eric stated he has been working with Time Warner Cable on the Delanglade project. He stated he has a meeting with the Project Manager from Nestle regarding the cold storage building that is

being built in our territory. Eric also informed the Commission that he and Jeff have a meeting set up with the Outagamie County Highway Commissioner with regard to the Hwy ZZ project. Eric also stated crews have re-energized the lights on the south side of the Island Street Bridge and completed staking on the Konkapot Trail.

Manager of Finance & Administration Mike Kawula informed the Commission staff is working on new accounting software. Mike also informed the Commission that he contacted the IRS regarding the recent CREB bond audit and they informed him there will be no follow up and the audit is complete. Mike stated the customer service staff is working on the AMI software.

Manager of Generation & Operations Mike Pedersen informed the Commission crews completed the installation of the stop gates at John Street Plant and the unit is back in service. Mike stated he held a tour with residents near the John Street Plant. He also stated the new Elm Street Gas Turbine stack was inspected last week and will be back on site around October 31. Mike informed the Commission crews completed the fall outage at the Island Street Peaking Plant. President Lee Meyerhofer asked Mike about the re-licensing of Kimberly Hydro and Kaukauna City Plant. Mike informed him that the preliminary application was submitted to FERC for Kimberly Hydro and the license application for Kaukauna City Plant was submitted on September 23, 2016. He stated FERC has thirty days to acknowledge receipt of the application.

Energy Services Representative Steve Engebos reviewed the September Energy Services Report.

Human Resources Manager Denise Vanderloop informed the Commission the Health Insurance and Flexible Spending Account (FSA) information was distributed to employees. Denise informed the Commission the employees attended the mandatory harassment training and that she has been reviewing policies to make any potential changes at year end.

Water Superintendent Kevin Obiala informed the Commission the crews finished flushing hydrants and also that the last construction project on Wisconsin Avenue will be completed this week. Kevin reviewed the Annual Water Consumption by Rate Class graph with the Commission. He stated contractors are working on the Main Filter Plant Inspection.

General Manager Jeff Feldt updated the Commission on the 2016 Work Plan for the 3rd Quarter. If the Commission has questions, they are to let Jeff know. Jeff informed the Commission the Hydro Park Restroom/Pavilion facility should be completed by December. He stated he finished his last term on the APPA DEED Board and was re-elected for the 6th year as Board Chair for WPPI Energy.

The Commission chose not to adjourn to closed session pursuant to Wis. State Statute 19.85(f) for review of data Kaukauna Utilities is prohibited from making public under Wis. Stat. 196.37, including Kaukauna Utilities Write Off Journal details, Check Register details and Customer Usage and Billing.

It was moved by John Moore, seconded by Gene Rosin to approve the accounts receivable write-offs.

Roll Call Vote:

Lee Meyerhofer	aye
Gene Rosin	aye
Bill Vanderloop	aye
John Moore	aye
Tom McGinnis	aye
Tom Driessen	aye

Motion Carried

It was moved by Tom McGinnis, seconded by Bill Vanderloop that check number 70, 71, 72, 73, 74 and 75 and checks numbered 62951 through 63715 in the amount of \$5,801,529.60 be approved for payment.

Roll Call Vote:

Bill Vanderloop	aye
Tom McGinnis	aye
Lee Meyerhofer	aye
John Moore	aye
Gene Rosin	aye
Tom Driessen	aye

Motion Carried

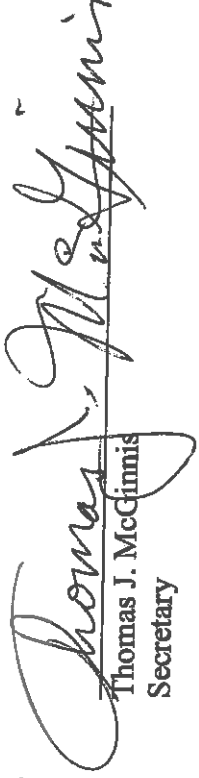
Due to the absence of Attorney Kevin Davidson, it was decided not to go into closed session regarding the Hydro Park Electronic Kiosk Equipment.

It was moved by Tom McGinnis, seconded by Bill Vanderloop to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 9:35 a.m.



Thomas J. McGinnis
Secretary

Minutes taken by Amy Brick