

Kaukauna, WI
January 17, 2017

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by Secretary Tom McGinnis. Commission Members present were Tom Driessen, Lee Meyerthofer via phone conference, John Moore, Gene Rosin, Tom McGinnis, Sue Hennes and Bill Vanderloop. Also present were Jeff Feldt, Don Krause, Kevin Obiala, Denise Vanderloop, Dave Pahl, Diane Hermsen, Amanda Marks, and Amy Brick from KU, Brian Roebke and Diana Driessen.

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

All members voted aye.

Motion Carried.

There was no public comment.

General Manager Jeff Feldt reviewed the 2017 work plan. The work plan identifies 50 departmental goals to achieve in 2017 that are associated with the seven key business objectives that were identified in the 2016 – 2018 Strategic Plan. Commissioner Lee Meyerthofer requested the work plan include the safety goal that was in previous work plans concerning the company Safety and Compliance Training Program.

It was moved by Lee Meyerthofer, seconded by John Moore to authorize the General Manager to approve the 2017 work plan incorporating the changes recommended by the Commission.

All members voted aye.

Motion Carried.

The Commission reviewed the monthly reports.

Staff reports:

General Manager Jeff Feldt reported for Manager of Generation & Operations Mike Pedersen in his absence. Jeff informed the Commission crews have been dealing with ice issues at the plants due to the cold weather. Jeff stated the preliminary joint application meeting was held at KU January 30th on the relicensing of the Kimberly Hydro Plant. Jeff also stated agency comments were due January 12th regarding the Badger-Rapide Croche boat launch with no comments being received.

Human Resources Manager Denise Vanderloop informed the Commission Julie Brocker will be the new Billing Clerk starting January 30, 2017. Denise stated she will be interviewing for the Maintenance Superintendent position and that she is working with payroll on year end reporting.

Water Superintendent Kevin Obiala informed the Commission crews have been testing large meters, completing commercial cross connections and flushing hydrants. Kevin stated there have been four (4) water main breaks since the first of the year. Kevin also updated the Commission on the Main Filter Plant / Reservoirs Repair Project stating the contractor will be grouting the bottom of the tank next week and after that cures, the filter media will be replaced in the tank. Crews will start refilling the reservoirs. Kevin informed the Commission that Omni will be painting the exterior of the reservoirs.

Manager of Information Technology Don Krause informed the Commission staff completed an upgrade to the server disc storage space over the holidays and that staff is in the process of an e-mail server upgrade. Don stated a meeting was held with the Electricians and Operators regarding video surveillance. Don also informed the Commission he met with representatives from Hewlett-Packard regarding a virtualization update.

Accounting Supervisor Amanda Marks reported on Finance & Administration. Amanda stated staff is working on year end processing and preparing for the audit.

General Manager Jeff Feldt reviewed the December Energy Services Report for Energy Services Representative Steve Engebos in his absence.

Systems Engineer Dave Pahl reported for Manager of Engineering & Electric Distribution Eric Miller in his absence. Dave informed the Commission crews are rebuilding the 34.5 kV line that runs through the ravine on the Konkapot Trail and are also working on a new subdivision near Coenen Subdivision. Dave also stated crews are working on a service upgrade for Resource Once, underground

extensions, design work for the Nestle Cold Storage unit and preliminary design work for the new Fire Department. Dave also stated crews worked with Appleton Coated on the CLEC unit.

General Manager Jeff Feldt informed the Commission that Appleton Coated purchased CLEC from WPS/WE Energies with the sale closing in December. He is working with attorneys and bond advisors regarding the 2017 electric bond issuance. Jeff reviewed the 2016 Hydroelectric Production Data and informed the Commission KU set a new all-time record producing 181,099,000 KWH. He reviewed the 2016 Energy Conservation Savings and the 2016 Electric Systems Reliability Index with the Commission. Jeff stated the Renewable Energy Grant Application was submitted for the Kaukauna Fire Department. He reviewed the staffing changes at WPPI Energy, the 2016 Final Work Plan, and the 2016 Safety Report. Jeff reminded the Commission that the KU Holiday Party is January 27th at JJ Maloney's and the APPA Legislative Rally is February 27 – March 1st in Washington D.C.

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 Bill Vanderloop to approve the accounts receivable write-offs.

Roll Call Vote:

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

Motion Carried

It was moved by John Moore, seconded by Tom Driessen that check number 94, 95, 96, 97, 98, 99, 100, 101, 102 and checks numbered 64120 through 64362 in the amount of \$9,007,361.48 be approved for payment.

Roll Call Vote:

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

Motion Carried

It was moved by Gene Rosin, seconded by John Moore to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility at 5:00 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Gene Rosin to return to open session at 5:24 p.m.

All members voted aye.

Motion Carried

Motion by Lee Meyerhofer, seconded by Tom McGinnis to accept Mike Kawula's resignation and approve the separation agreement as presented.

All members voted aye.

Motion Carried

Motion by Lee Meyerhofer, seconded by John Moore to authorize General Manager Jeff Feldt and Accounting Supervisor Amanda Marks as authorized signatories for the Bank of Kaukauna.

All members voted aye.

Motion Carried

Motion by Lee Meyerhofer, seconded by John Moore to authorize staff to conduct search for the Manager of Finance & Administration position utilizing Baker Tilly Search & Staffing services.

All members voted aye. Motion Carried

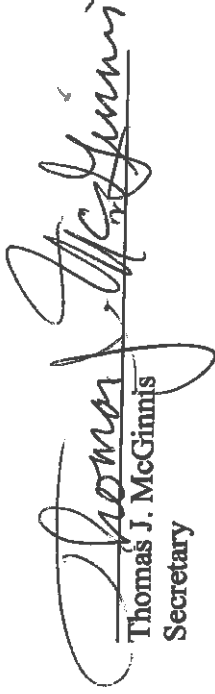
Motion by John Moore, seconded by Bill Vanderloop to appoint Mike Pedersen as the Kaukauna Utilities Alternate Director on the WPPI Energy Board of Directors.

All members voted aye. Motion Carried

It was moved by Gene Rosin, seconded by Tom Driessen to adjourn.

All members voted aye. Motion Carried

The meeting ended at 5:31 p.m.


Thomas J. McGinnis
Secretary

Minutes taken by Amy Brick