

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 McGinnis, Gene Rosin, Bill Vanderloop, Cindy Fallona, Tom Driessen, and John Moore. Also present were City Attorney Kevin Davidson, Jeff Feldt, Mike Kawula, Eric Miller, Don Krause, Denise Vanderloop, Jason Wegand, Randy Vercauteren, Jim Grogan, Erin Willems Pam Raleigh, Rich Allhiser and Amy Brick from KU, Brian Roebke from the Times Villager, Tom Karman of Schenck SC and Diana Driessen.

It was moved by Gene Rosin, seconded by Bill Vanderloop to excuse Commissioner Lee Meyerthofer's absence.

All members voted aye. Motion Carried

It was moved by John Moore, seconded by Gene Rosin to approve the minutes of the March 20, 2013 regular Commission meeting as written.

All members voted aye. Motion Carried.

There was no public comment

Commissioner Tom McGinnis presented Pam Raleigh and Rich Allhiser with a gift and plaque commemorating twenty five years of service.

Manager of Finance & Administration Mike Kawula introduced Tom Karman, shareholder with Schenck SC, who presented the audited financial statements and outlined the 2012 audit process. Mr. Karman indicated that the audit had no irregularities and the audit report accurately represents Kaukauna Utilities' financial position for the year ended December 31, 2012.

It was moved by John Moore, seconded by Cindy Fallona that the Commission accepts the 2012 Financial Statements as presented by Schenck SC.

All members voted aye. Motion Carried

General Manager Jeff Feldt discussed the bid tabulation for the 2013 Water Main & Sewer Replacement project along 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup> Streets and Oakridge Avenue. Replacement of this water main is due to deterioration. Nine bids were received with Kruzcek Construction being the lowest evaluated bid at \$437,923.83.

It was moved by Gene Rosin, seconded by Tom Driessen to authorize the General Manager to award the bid for the 2013 Water Main Replacement project to Kruzcek Construction in the amount of \$437,923.83.

Roll Call Vote

Tom Driessen	aye
Cindy Fallona	aye
Gene Rosin	aye
Bill Vanderloop	aye
Tom McGinnis	aye
John Moore	aye

Manager of Electric Distribution Eric Miller discussed the implementation of a new work order system that would better organize processes, facilitate the tracking of work flow and serve as a platform for future integration with other utility systems. Three bids were received with Power Engineers being the lowest evaluated bid at \$151,164.

It was moved by John Moore, seconded by Gene Rosin to authorize the General Manager to award the bid for the implementation of a new work order system to Power Engineers in the amount of \$151,164.

Roll Call Vote:

Cindy Fallona	aye
John Moore	aye
Tom McGinnis	aye
Tom Driessen	aye

Gene Rosin                    aye  
 Bill Vanderloop            aye

Commissioner Lee Meyerhofer arrived at 4:22 p.m.

Manager of Electric Distribution Eric Miller presented the Commission with information regarding new staking software. The new staking software will give the Utility more accurate cost estimates, more efficient work flow and will integrate with other Utility systems. Two estimates were received. Schneider Electric was the lowest bid; however the Utility will be using Power Engineers for the implementation of the work order system and therefore recommends Power Engineers for the implementation of the staking software.

It was moved by John Moore, seconded by Bill Vanderloop to authorize the General Manager to award the bid for implementation of new staking software to Power Engineers in the amount of \$92,638.

Roll Call Vote:  
 Bill Vanderloop            aye  
 Tom McGinnis               aye  
 Tom Driessen               aye  
 Lee Meyerhofer             aye  
 John Moore                  aye  
 Cindy Fallona               aye  
 Gene Rosin                   aye

All members voted aye.                    Motion Carried

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

Roll Call Vote:  
 Gene Rosin                   aye  
 Tom Driessen               aye  
 Cindy Fallona               aye  
 John Moore                  aye  
 Bill Vanderloop             aye  
 Tom McGinnis               aye  
 Lee Meyerhofer              aye

Motion Carried

It was moved by Tom McGinnis, seconded by John Moore that check number 20 and checks numbered 53155 through 53405 in the amount of \$2,438,754.89 be approved for payment.

Roll Call Vote:  
 John Moore                  aye  
 Gene Rosin                   aye  
 Bill Vanderloop             aye  
 Tom Driessen               aye  
 Cindy Fallona               aye  
 Lee Meyerhofer              aye  
 Tom McGinnis               aye

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

Manager of Electric Distribution Eric Miller stated that the linecrew has finished working on the Hwy 96 corridor in Little Chute. He stated that the distribution department has been working on construction standards and design plans which will integrate with the new work order system. Eric also stated that the area was hit with an ice storm which caused some outages and commended the linecrew for a job well done restoring power. GIS department has been working on mapping the fiber optic system and preparing for the implementation of the new work order system.

General Manager Jeff Feldt reported for the Manager of Generation & Operations Mike Pedersen in his absence. He stated that a kickoff meeting was held with Mead and Hunt regarding re-licensing of Kaukauna City Plant. Crews have replaced the lighting at Kaukauna City Plant with the fixtures that

were removed from the Warehouse. Crews have finished the spring outage at Island Street Peaking Plant and everything went well.

General Manager Jeff Feldt reported for Water Superintendent Kevin Obiala in his absence. He stated that crews have been testing large meters and keeping current with cross connection surveys. Crews have also been busy operating valves and routine maintenance. Jeff also stated that crews will begin flushing hydrants next week.

IT Manager of Information Technology Don Krause reported that he has been working at the Tobacnoir back-up system operations center. He is also in the process of creating a pc environment that if a computer breaks he can give the user another computer that replicates what they previously had.

Manager of Finance & Administration Mike Kawula reported that the 2012 audit has been completed and accepted. He commended staff for working with the auditors and providing them the required information on a timely basis. He also stated that Mary Delforge completed the Workers Compensation audit this year. Mike also stated that the moratorium for residential customers ended April 15, however; due to the weather there were no disconnects that week. Mike stated a meeting was held with our two largest customers as a follow up to the rate study.

Manager of Human Resources Denise Vanderloop stated that team building training for all employees has started and as has been well received. Customer service training will begin in May.

General Manager Jeff Feldt reported on the Badger Hydro Project. He stated that construction crews are pouring concrete for the generator floor and putting up forms for the ceiling of the intakes. He also stated that Boldt has lost 8 days over the last three to four weeks due to weather. Turbines are set to be delivered on site May 29. Jeff reported that he and Mike Pedersen were in Mansfield, Ohio last week for the generator test.

Jeff Feldt presented the 2013 work plan update for the first quarter. He also presented the Utility Commission with a first place safety award for 2012 from APPA.

Mike Kawula stated that the League of Wisconsin Municipalities Mutual Insurance presented KU with a dividend check in the amount of \$17,000.

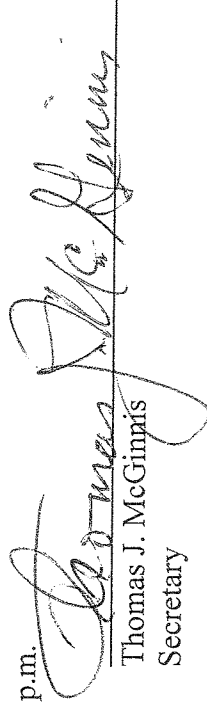
Jeff Feldt reminded the Commission that it is an odd numbered year which means an Election of Commission Officers will take place at the May Commission meeting.

It was moved by Tom McGinnis, seconded by John Moore to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 4:55 p.m.



Thomas J. McGinnis  
Secretary