

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission Members present were Bill Vanderloop, Tom Driessen, Cindy Fallona, Gene Rosin, Tom McGinnis, Lee Meyerhofer and John Moore. Also present were Jeff Feldt, Mike Kawula, Denise Vanderloop, Don Krause, Kevin Obiala, Mike Pedersen, Eric Miller, Mandy Marks, Jason Wegand and Amy Brick from KU, Attorney Kevin Davidson, Aldermen Diana Driessen, Tony Penterman, Mike Coenen and Lin Collins, and Brian Roebke from the Times Villager.

It was moved by Tom McGinnis, seconded by Gene Rosin to approve the minutes of the November 20, 2013 regular Commission meeting as written.

All members voted aye. Motion Carried.

There was no public comment.

Mike Peters, CEO of WPPI Energy, gave an industry update presentation to the Commission.

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 and Check Register.

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

Roll Call Vote:

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

Motion Carried

It was moved by Gene Rosin, seconded by Bill Vanderloop that check number 30 and checks numbered 55361 through 55584 in the amount of \$8,110,601.01 be approved for payment.

Roll Call Vote:

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

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

Manager of Electric Distribution Eric Miller reported that the line crew has been working at Ann Street Substation. The walls are being installed and the control cables have been pulled in. Crews are doing commissioning and testing the transformer. Eric stated that Ann Street Substation is projected to go online the middle of January. GIS has been working on the work flow process with regard to the new work order software that should be implemented in the first quarter of 2014.

Manager of Generation & Operations Mike Pedersen stated that annual meetings to update the Emergency Action Plans have been completed. Mike stated that crews have been dealing with ice issues at the hydros. Crews have been breaking ice seven days a week to keep the plants running. Mike also stated that crews have changed the lights on the Ann Street Water Tower.

Water Superintendent Kevin Obiala stated there has been three water main breaks since the last Commission meeting. He stated that the water main break on "OO" was fixed and broke again; therefore that section of the water main was shut off due to it being planned for replacement next year. Kevin also informed the Commission that crews have been completing routine maintenance, painting and cleaning at the plants. Crews have also been keeping current with commercial and residential cross connection surveys.

Manager of Information Technology Don Krause stated that IT has been helping with the installation of SCADA to the Ann Street Substation and Badger Hydro Plant. Don also stated IT is working on an upgrade to Historian.

Manager of Finance & Administration Mike Kawula stated that staff is preparing for year end as well as finalizing work plan objectives from 2013.

Manager of Human Resources Denise Vanderloop informed the Commission that the employee handbook has been distributed. Denise stated that she is preparing for year end and working with payroll to coordinate benefits for 2014.

Manager of Generation & Operations Mike Pedersen updated the Commission on the Badger Hydro Project. Mike stated that he met with the State Historic Preservation Office in Madison regarding Hydro Park. Mike also informed the Commission that Unit #1 has been shut down due to water leakage from the shaft seal and Unit #2 has been shut down due to a whining noise. Crews are working to fix the issues and hope to have Unit #1 in service by the end of the year.

Manager of Generation & Operations Mike Pedersen updated the Commission on the Kaukauna City Plant relicensing status. Mike stated that on December 5, 2013, FERC approved the use of the traditional licensing process for City Plant. One of the first steps in the process is a meeting scheduled for January 29, 2014 with Federal and State agencies and other interested stakeholders.

General Manager Jeff Feldt discussed the APPA 2012 Average Revenue per kWh Report and also the December Update to the WPPI Policy & Communications Leadership Council.

It was moved by John Moore, seconded by Tom Driessen to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy with respect to litigation in which it is or is likely to become involved: Fox Energy Center Auxiliary Power, at 5:00 p.m.

All members voted aye Motion Carried

It was moved by Cindy Fallona, seconded by John Moore to return to open session at 5:38 p.m.

All members voted aye Motion Carried

It was moved by Tom McGinnis, seconded by Tom Driessen to adjourn to closed session pursuant to Wis. State Statute 19.85 (1)(c) to consider to consider employment, promotion, compensation, performance evaluation and employee handbook at 5:40 p.m.

All members voted aye Motion Carried

It was moved by Tom McGinnis, seconded by Cindy Fallona to return to open session at 5:53 p.m.

All members voted aye Motion Carried

It was moved by John Moore, seconded by Cindy Fallona to approve and adopt the Bargaining Unit Decertification and Disclaimer of Interest – IBEW Local 2150 memo presented by the General Manager.

All members voted aye Motion Carried


It was moved by John Moore, seconded by Tom Driessen to approve the General Manager Employment Agreement.

All members voted aye Motion Carried

It was moved by Tom McGinnis, seconded by Mayor Rosin to adjourn at 6:00 p.m.

All members voted aye Motion Carried

The meeting ended at 6:00 p.m.

  
Thomas J. McGinnis  
Secretary

Minutes taken by Amy Brick