

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission Members present were Lee Meyerhofer, Gene Rosin, Tom McGinnis, Bill Vanderloop, Tom Driessen and John Moore. Also present were City Attorney Kevin Davidson, Jeff Feldt, Mike Pedersen, Denise Vanderloop, Kevin Obiala, Mike Kawula, Randy Vercauteren, Mike Bergner and Amy Brick from KU, Dave Pahl, Tom Collins from the Times Villager and Diana Driessen.

It was moved by Tom McGinnis, seconded by Gene Rosin to excuse Commissioner Cindy Fallona's absence.

All members voted aye. Motion Carried.

It was moved by Gene Rosin seconded by Bill Vanderloop to approve the minutes of the December 19, 2012 regular Commission meeting as written.

All members voted aye. Motion Carried.

There was no public comment

General Manager Jeff Feldt discussed the final 2012 work plan and the status of each objective. He stated that 42 of the 55 goals were met last year with those not being met will be carried over into 2013.

General Manager Jeff Feldt reviewed the draft 2013 work plan. He stated that the work plan consists of 56 strategies focusing on six key business objectives involving; customer satisfaction, marketing and promotion, cost and efficiency, workforce training and development, customer retention and economic development. 2013 work plan and three year strategic plan will be presented to the Commission for final approval at the February meeting.

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

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

Motion Carried

It was moved by John Moore, seconded by Bill Vanderloop that check number 17 and checks numbered 52442 through 52652 in the amount of \$5,616,786.14 be approved for payment.

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

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

General Manager Jeff Feldt gave the update for the Manager of Electric Distribution. He reported that the lineup has started the inspection of the distribution system that is required by the Public Service Commission every five years. The fiber optic project on HWY OO is slated to have overhead lines, but AT&T and Time Warner Cable use underground which could be a reduced cost for us. Eric is checking into whether or not we can bill the phone and cable companies when we respond to

a wire down call and it is one of their wires. Crews finished a major switching procedure with ATC and Appleton Coated over the Christmas holiday.

Manager of Generation & Operations Mike Pedersen stated crews have been working at the Kimberly Hydro Plant on the trashracks. At the Combined Locks Substation, crews replaced a leaking air tank on Breaker 1299.

Water Superintendent Kevin Obiala reported that there have been three water main breaks since the first of the year. Crews have been testing meters, keeping current with cross connection surveys, leak detection and routine plant maintenance. Kevin and Mike Petersen attended a Rural Water meeting where they discussed our Cross Connection Program with other Communities.

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

Manager of Finance & Administration Mike Kawula reported that the Public Service Commission issued the electric rate order before the end of 2012, which allowed our new electric rates to be effective January 1, 2013. Staff is finalizing steps to bill CP3 customers with the new rates. Accounting has been working on year end payroll documents and preparing for the 2012 audit.

Manager of Human Resources Denise Vanderloop stated we have a new employee in the IT Department, Tou Lee. Denise has started the planning and development of the new employee handbook and is working on acquiring team building training for represented employees.

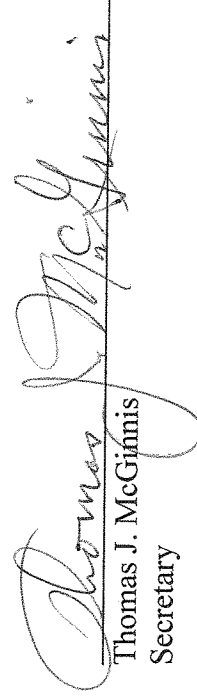
Manager of Generation & Operations Mike Pedersen reported that Voith was on site last week and did a final alignment check of the draft tubes and signed off on it. The transformer has arrived and is being stored at the Warehouse. He also reported that Boldt has been pouring concrete for the intakes.

General Manager Jeff Feldt stated that the Water Public Fire Protection Rate Hearing is scheduled on Jan 22, 2013 at 11:00. He also stated that there is a good turnout for the APPA Legislative Rally in Washington, DC March 11-13, 2012, where tax exempt financing will be a big issue. He reminded the Commission that the MEUW Legislative Rally will be held in Madison April 23, 2013. Jeff stated that he and Project Manager Mike Moroni from AECOM made a presentation at Thousand Islands regarding the Badger Project on Sunday, January 13. They had a great turnout with attendees asking a lot of questions.

It was moved by John Moore, seconded by Gene Rosin to adjourn.

All members voted aye. Motion Carried

The meeting ended at 5:13 p.m.


Thomas J. McGinnis
Secretary