

Kaukauna WI
March 20, 2013

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, Mike Kawula, Eric Miller, Don Krause, Jason Wegand, Mike Bergner, and Amy Brick from KU, Brian Roebke from the Times Villager, Shane Miller from MJ Electric and Diana Driessen.

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

All members voted aye. Motion Carried

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

All members voted aye. Motion Carried.

There was no public comment

Manager of Electric Distribution Eric Miller discussed the request for proposals regarding the construction of the Ann Street Substation. Five bids were received. MJ Electric was the lowest evaluated bid at \$720,752.

It was moved by Tom McGinnis, seconded by Tom Driessen to authorize the General Manager to award the bid for the Ann Street Substation Construction Contract to MJ Electric in the amount of \$720,752.

Roll Call Vote:

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

Manager of Electric Distribution Eric Miller discussed the proposals that were received for replacing the existing 2001 International 4900 4x2 5FC-60 Terex-Telect HI-Ranger bucket truck. Two bids were received. Dueco was the lowest evaluated bid at \$214,948.

It was moved by John Moore, seconded by Gene Rosin to authorize the General Manager to award the bid for replacement of a bucket truck to Dueco in the amount of \$214,948.

Roll Call Vote:

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

General Manager Jeff Feldt presented the Commission with an updated 2013 Work Plan and 2013-2015 Strategic Business Plan. After the discussion at the February 20, 2013 Commission Meeting, an additional key objective was added to the 2013-2015 Strategic Business Plan that states "Invest in cost effective and beneficial infrastructure improvements".

It was moved by John Moore, seconded by Gene Rosin to adopt the 2013-2015 Strategic Business Plan and 2013 Work Plan as presented.

All members voted aye. Motion Carried

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

Roll Call Vote:

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

Motion Carried

It was moved by Bill Vanderloop, seconded by Gene Rosin that check number 19 and checks numbered 52838 through 53154 in the amount of \$10,465,823.18 be approved for payment.

Roll Call Vote:

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

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

Manager of Electric Distribution Eric Miller reported that the linecrew is working on the Hwy 96 corridor in Little Chute. He also stated that there are three possible industrial expansions in the KU Service territory. GIS department has been working on implementing a new work order system. They have also been working with Meyer Services on the Hwy 00 fiber optic project.

Manager of Generation & Operations Mike Pedersen stated that the Rapide Croche Plant has been repowered after replacing three single phase transformers with one new three phase transformer. Crews finished replacing twelve bolts on the main coupling that was leaking oil at Kaukauna City Plant. They have also been busy cleaning at the sites.

General Manager Jeff Feldt reported for Water Superintendent Kevin Obiala in his absence. He reported that there have been ten water main breaks in February and one in March. Crews have been busy testing large meters and keeping current with cross connection surveys. Jeff also stated that Kevin has been busy with leak detection and is working towards the goal of reducing unaccounted for water loss to 6% or less.

IT Manager of Information Technology Don Krause reported that his focus has been on Cyber Security. He will be auditing and enforcing new policies with regards to passwords to comply with NERC standards. He has been working with Microsoft trying to save the Utility money on software licensing due to being a government entity. Don also stated that he is working at the Tobacnoir back-up system operations center to replicate data at the main office.

Manager of Finance & Administration Mike Kawula reported the auditors are currently at the City and are scheduled to be at the Utility March 21. The auditors will have a couple days of field work and have the audit completed by the end of next month. Mike also stated that the moratorium for residential disconnects ends April 15 and billing is working with those customers who are behind on their electric bills. There is also a follow-up meeting scheduled March 26 to meet with large customers to discuss innovative rate design.

Manager of Human Resources Denise Vanderloop stated that the hiring of the 2013 summer hires has been completed. Team building training starts next week for represented employees with customer core training starting in May. Denise stated that because the Utility qualified for a grant through Fox Valley Technical College, KU is saving 50% on costs for this training.

Manager of Generation & Operations Mike Pedersen and General Manager Jeff Feldt gave a brief presentation regarding their trip to Spain and Germany where they met with representatives from Voith Hydro and Voith Turbo BHS.

General Manager Jeff Feldt stated that he will be in Madison, March 21-22 participating in interviews for the MEUW Executive Director position. He also discussed the Municipal Utilities Customer Privacy Protection Bill that would protect customer information from open records requests.

He presented the Commission with a WPPI Policy and Communications Leadership Council (PCLC) update. Jeff also updated the Commission on the APPA Legislative Rally that was held in Washington, DC on March 11-13. He stated there were three main issues including tax exempt financing, cyber security and an equitable approach to limiting cost risks for customers due to requirements under the Dodd-Frank Act. Kaukauna Utilities will be presented with a first place safety award at the APPA Engineering and Operations Conference. The Commission was reminded about the Quarter Century Club dinner on April 10 at Countryside Golf Course, the Legislative Rally in Madison on April 23 as well as the APPA National Conference in Nashville on June 15-19.

Tom McGinnis thanked the Utility for installing new light fixtures at 1000 Islands Nature Center.

It was moved by Tom McGinnis, seconded by John Moore to adjourn to closed session pursuant to Wis. State Statute 19.85 (1)(c) for deliberations or negotiations for the purchase of public property; Hydro Park at 5:08 p.m.

Roll Call Vote

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

Motion Carried

It was moved by Tom Driessen, seconded by Bill Vanderloop to return to open session at 5:23 p.m.

Roll Call Vote

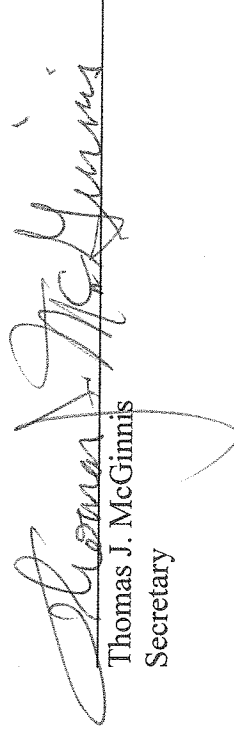
Tom Driessen	aye
Bill Vanderloop	aye
Lee Meyerhofer	aye
Gene Rosin	aye
Tom McGinnis	aye
John Moore	aye

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

All members voted aye.

Motion Carried

The meeting ended at 5:24 p.m.


Thomas J. McGinnis
Secretary