

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission Members present were Tom McGinnis, Gene Rosin, Cindy Fallona, Tom Driessen, Lee Meyerhofer and John Moore. Also present were City Attorney Kevin Davidson, Jeff Feldt, Mike Kawula, Eric Miller, Don Krause, Kevin Obiala, Denise Vanderloop, Randy Vercauteren, Jim Roberts and Amy Brick from KU, Brian Roebke from the Times Villager, Karen Brooks, Giovanni Pianezza and Diana Driessen.

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

All members voted aye. Motion Carried

It was moved by John Moore, seconded by to Cindy Fallona to approve the minutes of the April 24, 2013 regular Commission meeting as written.

All members voted aye. Motion Carried

Karen Brooks made a public comment that she wanted to commend the Utility on doing a fantastic job with Park Community Charter School. General Manager Jeff Feldt also reported that Park Community Charter School was named the National Energy Education Development (NEED) Program Wisconsin Primary School of the Year. He also told the Commission that the Utility will be sponsoring two students to attend the award ceremony in Washington.

President Lee Meyerhofer opened the floor for Commission officer elections.

Gene Rosin nominated Lee Meyerhofer for President. There were no other nominations.

It was moved by John Moore, seconded by Tom McGinnis that the rules be suspended, nominations be closed and a unanimous vote be cast for Lee Meyerhofer.

All members voted aye. Motion Carried

John Moore nominated Tom McGinnis for Secretary. There were no other nominations.

It was moved by Gene Rosin, seconded by Lee Meyerhofer that the rules be suspended, nominations be closed and a unanimous vote be cast for Tom McGinnis.

All members voted aye. Motion Carried

Water Superintendent Kevin Obiala discussed the bid tabulation for the 2013 Water Main Break Concrete & Asphalt Patch Repairs. This past year, KU had a total of 28 water main and service breaks of which 21 are concrete patches and 7 asphalt patches. Two bids were received with Al Dix Concrete Inc. being the lowest evaluated bid at \$29,384.

It was moved by Gene Rosin, seconded by Tom McGinnis to authorize the General Manager to award the bid for the 2013 Water Main Break Concrete & Asphalt Patch Repairs to Al Dix Concrete Inc. in the amount of \$29,384.

Roll Call Vote

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

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

Roll Call Vote:

Cindy Fallona	aye
Tom McGinnis	aye
Tom Driessen	aye

Lee Meyerhofer aye
 John Moore aye
 Gene Rosin aye

Motion Carried

It was moved by John Moore, seconded by Gene Rosin that check number 21 and checks numbered 53406 through 53603 in the amount of \$10,772,438.40 be approved for payment.

Roll Call Vote:

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

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

General Manager Jeff Feldt introduced Giovanni Pianezza from Voith. Giovanni is the technical advisor for Voith who will be on site through start-up of the Badger Hydro Project.

Mike Moroni from AECOM gave a presentation to the Commission on the construction of the Badger Hydro Project.

Manager of Electric Distribution Eric Miller reported to the Commission that the GIS department is in the process of updating the Milsoft Software. He stated that the linecrew is continuing the work on the Hwy 96 corridor in Little Chute. Eric also stated that he has been busy with Ann Street Substation work. He reported that the crews have been assisting with the underground project at 1000 Islands and also with the installation of a new scoreboard by Kaukauna High School.

General Manager Jeff Feldt reported for Manager of Generation & Operations Mike Pedersen in his absence. He stated that the rackraker from Old Badger Plant has been installed at the John Street Plant. Also, crews have completed the Thilmany Substation upgrade.

Water Superintendent Kevin Obiala stated crews have been flushing hydrants, testing large meters and keeping current with cross connection surveys. Kevin reported that the Water Main Relay Project will start in roughly two weeks. Kevin also presented the Commission with a water loss analysis update. He stated that in 2008, the GIS system was installed and the Utility started tracking water main breaks. Kevin stated that the average number of water main breaks for the last four years is 25-26 per year. This year we had 28. In 1990, the average was 60 water main breaks. To try and prevent water loss, crews have been listening for leaks at every hydrant when flushing and will have a listening device on their trucks to listen before they operate a valve. Kevin also stated that he will be borrowing a leak detection device from Wisconsin Rural Water Association that allows you to set a specific time you want the device to listen.

Manager of Information Technology Don Krause stated that his main focus has been on fiber. He stated that the Kaukauna School District is working with Fox Valley Technical College to interconnect all of the public entities. Don also reported that there has been a lot of activity in the assembly rooms with different groups needing different pieces of technology and he has been receiving a lot of compliments in regards to how well Kaukauna Utilities is set up with technology. Don also stated that he will be installing a new 80" virtual whiteboard like a smartboard in the Operations Center.

Manager of Finance & Administration Mike Kawula stated that the Worker's Compensation audit has been completed and the Utility will be receiving a refund of \$5,000. Mike reported to the Commission that the Utility currently has 14 customers disconnected for non-payment. He stated that the Stores department is starting to do cycle counts of inventory to help alleviate year end issues.

Manager of Human Resources Denise Vanderloop stated that the Wisconsin Retirement System statements have been distributed. She stated that an after tax Roth IRA has been added to the 457B Deferred Compensation Plan. Denise also stated that a representative was at the Utility from Network

Health Plan going over the Millennium Program. Employees have the opportunity to earn \$225 in gift cards by participating in this wellness program. Denise also stated that there were three scholarship winners, one \$2,000 scholarship and two \$1,000 winners. She also stated that there have been two meetings regarding the employee handbook.

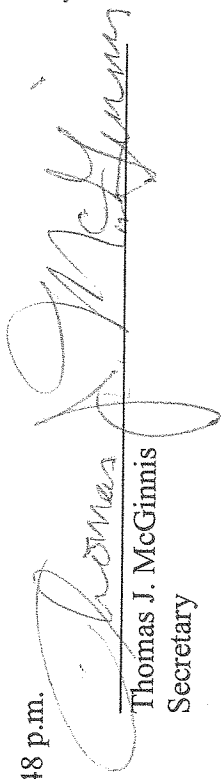
General Manager Jeff Feldt pointed out to the Commission that in the 2013 Sanitary Survey Report from the Wisconsin Department of Natural Resources, there was a compliment to Water Superintendent Kevin Obiala and his team of employees for doing an exceptional job operating and maintaining the water system. He also reminded the Commission about MEUW's 84th Annual Conference in Green Bay, June 27-28. Jeff also stated that the Customer Privacy Protection Bill has passed the legislature and is heading to the Governor's desk for signature.

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

All members voted aye.

Motion Carried

The meeting ended at 4:48 p.m.



Thomas J. McGinnis
Secretary

Minutes taken by Amy Brick