

Kaukauna, WI
November 19, 2014

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, Gene Rosin, Tom McGinnis, John Moore, Lee Meyerhofer and Tom Driessen. Also present were Jeff Feldt, Mike Kawula, Mike Pedersen, Denise Vanderloop, Kevin Obiala, Don Krause, Eric Miller, Randy Vercauteren and Amy Brick from KU, Attorney Kevin Davidson, Diana Driessen, Karen Brooks, Lin Collins, Pat Skalecki, Steve Janke, Tyler Stieber and Brian Roebke.

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

It was moved by Tom McGinnis, seconded by John Moore to approve the minutes of the October 22, 2014 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.

Manager of Finance and Administration Mike Kawula discussed the adoption of the 2015 Operating and Five Year Capital Budgets. There were no significant changes to the budget. Copies of the approved budget will be distributed at the December Commission Meeting.

It was moved by John Moore, seconded by Bill Vanderloop to approve the 2015 Operating and Five Year Capital Budget.

Roll Call Vote:

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

The Commission reviewed the monthly reports.

Staff reports:

Manager of Generation and Operations Mike Pedersen informed the Commission that the contract with Voith regarding the Badger Hydro Project has been closed out. Mike stated that crews completed the battery replacement at Rosehill Substation. Mike also informed the Commission that Unit #2 at the Badger Hydro Plant was down for four days due to an issue with a check valve. Crews changed the valve and the unit is back up and running. Mike also stated that crews have been dealing with icing issues at the hydros.

Manager of Generation and Operations Mike Pedersen updated the Commission regarding the status of Hydro Park. A memorandum from Graef detailing items yet to be completed and a schedule was given to the Commissioners.

Manager of Generation and Operations Mike Pedersen updated the Commission regarding the Kaukauna City Plant Relicensing. Mike stated that the preliminary habitat study is complete and will be analyzed. Mike stated that crews are in the process of conducting the FERC required recreational field surveys.

Manager of Electric Distribution Eric Miller informed the Commission that crews finished installing poles on Hwy Z. Eric stated that the service to Polyflex has been energized and the service to Kwik Trip on Lawe Street will be energized next week. Eric stated that he is working with City Engineering regarding the installation of poles for traffic signals that are being installed at the intersection of Delanglade and Maloney Road. Eric informed the Commission that the Meter Technicians completed their fourth 7s meter conversion.

Water Superintendent Kevin Obiala informed the Commission that crews finished listening for leaks and have drained the hydrants for winter. Kevin stated crews replaced five distribution valves that were broke due to flushing hydrants. Kevin also informed the Commission that crews have been

completing meter change outs, keeping current on cross connection surveys and working on any maintenance issues that arise.

Manager of Information Technology Don Krause informed the Commission that the server crashed over the weekend. Don stated that the customer service department was not affected.

Manager of Finance & Administration Mike Kawula stated the accounting staff is working with the Bank of Kaukauna regarding automating the check processing system. Mike also stated the customer service staff is being cross trained due to upcoming leaves of absences.

Manager of Human Resources Denise Vanderloop informed the Commission that health insurance open enrollment is coming to an end. Denise stated that a representative from the Employee Trust Funds (ETF) give an overview of retirement benefits on Thursday, December 4. Denise also stated that the Systems Engineer will start at the Utility on Monday, December 1.

General Manager Jeff Feldt informed the Commission that the Distributed Generation Committee had their first meeting. Jeff stated that the holiday party will be Friday, January 16 at Royal St. Patricks.

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, Check Register details and Customer Usage and Billing.

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

Roll Call Vote:

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

Motion Carried

It was moved by John Moore, seconded by Tom Driessen, that check number 42 and 43 and checks numbered 58317 through 58538 in the amount of \$6,722,195.49 be approved for payment.

Roll Call Vote:

Bill Vanderloop	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 to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation: Employee Compensation, at 5:10 p.m.

All members voted aye

Motion Carried

It was moved by Tom Driessen, seconded by Gene Rosin to return to open session at 6:11 p.m.

All members voted aye

Motion Carried

It was moved by John Moore, seconded by Tom McGinnis to approve the recommended changes to the Good Attendance Program.

It was moved by John Moore, seconded by Tom McGinnis to approve the recommended Retirement Matching Program as proposed.

It was moved by John Moore, seconded by Tom McGinnis to approve a 2.0% base increase and a 0.5% merit pool for 2015 for exempt management and supervisory employees.

It was moved by John Moore, seconded by Tom McGinnis to approve a 2.0% wage increase and wage schedule for 2015 for field non-exempt, regular non-exempt and seasonal employees.

It was moved by John Moore, seconded by Tom McGinnis to approve final payout of the Badger Hydro Project Incentive Plan at 90% of the \$14,000 allocated and that the payout be split evenly among the three eligible participants at \$4,200 each.

It was moved by John Moore, seconded by Tom McGinnis to approve a three year employment agreement as amended, with the General Manager to include an increase of 2.5% in base salary (\$5,000) for 2015 and a contribution of 2.0% of the General Managers 2014 base salary (\$3,500) to the General Managers 401(a) account.

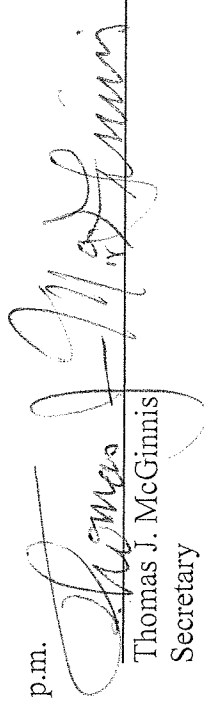
Roll Call Vote	Gene Rosin	aye
	Tom Driessen	aye
	John Moore	aye
	Bill Vanderloop	aye
	Tom McGinnis	aye
	Lee Meyerthofer	aye

It was moved by Bill Vanderloop, seconded by Gene Rosin to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 6:14 p.m.


Thomas J. McGinnis
Secretary