

Kaukauna, WI
February 17, 2016

The regular meeting of Kaukauna Utilities Commission was called to order at 5:00 p.m. by President Lee Meyerhofer. Commission Members present were Tom McGinnis, Gene Rosin, John Moore, Lee Meyerhofer, Susan Hennes, Bill Vanderloop and Tom Driessen. Also present were Mike Kawula, Kevin Obiala, Jeff Feldt, Eric Miller, Denise Vanderloop, Mike Pedersen, Don Krause, Dave Pahl, and Amy Brick from KU, Brian Roebke and Karen Brooks.

It was moved by Tom McGinnis, seconded by Gene Rosin to approve the minutes of the January 20, 2016 regular Commission meeting as written.

All members voted aye. Motion Carried.

There was no public comment.

General Manager Jeff Feldt informed the Commission the bid opening regarding the Fox River Boring Project was extended for one week; therefore was removed from the agenda. Jeff stated a special Commission meeting will be held Monday, February 29 at 8:00 a.m. to award the contract.

Manager of Human Resources Denise Vanderloop discussed the need for up to five summer help positions to perform routine maintenance and other tasks similar to previous years. Included in the number would be the opportunity for two interns. One position will be assigned to the Generation & Operations Department and two positions will be assigned to the Facilities Department. One intern position will be assigned to the Electric Distribution Department to assist with utility engineering and operations and the other intern will be assigned to the water department to focus on leak detection with data loggers.

It was moved by Tom McGinnis, seconded by Bill Vanderloop to authorize the Human Resources Manager to hire up to five summer help positions for 2016.

All members voted aye. Motion Carried

Manager of Finance & Administration Mike Kawula discussed the American Transmission Company (ATC) Investment Activities. Mike informed the Commission KU contributed \$34,480 to ATC in 2015. The contribution was made based on ATC's Capital Call which is designed to obtain funds for future ATC capital projects. Mike stated if KU elected not to contribute additional funds, KU's percentage interest in ATC would be reduced. KU's percentage interest is currently 0.1724%. Mike informed the Commission that ATC will require up to \$125,000,000 in additional capital in 2016. Based on this figure, KU will be required to contribute up to \$215,500 in 2016 to maintain KU's current ownership interest of 0.1724%.

It was moved by John Moore, seconded by Gene Rosin to authorize the General Manager to contribute sufficient funds to ATC to maintain Kaukauna Utilities' Percentage interest in ATC (0.1724%).

Roll Call Vote:

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

General Manager Jeff Feldt discussed the WPPI Renewable Energy Grant that was submitted for the City Hall Rooftop Solar project. Jeff informed the Commission the Utility was awarded a total incentive of \$100,000.

It was moved by Tom McGinnis, seconded by Gene Rosin to authorize the General Manager to proceed with the City Hall Rooftop Solar Project.

All members voted aye. Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

Water Superintendent Kevin Obiala informed the Commission crews have been clearing snow from fire hydrants, changing water meters and testing large meters. Kevin also reported crews have been working on miscellaneous projects at the water plants.

Manager of Information Technology Don Krause informed the Commission that Tim Taplin was hired for the Information Technology Specialist position. Don stated he has been working at City Hall and the Library.

Manager of Generation & Operations Mike Pedersen informed the Commission crews have been working on the upstairs remodel project. Mike stated crews have been busy dealing with ice issues at the plants. Mike also informed the Commission he has been reviewing the Environmental Assessment for Kaukauna City Plant Relicensing.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission the line crew finished the work on Cty Rd CE and Cty Rd HH. Eric informed the Commission he has been working with the WDOT regarding street lighting on Delanglade Street and also regarding rebuilding the weigh station line on Hwy 41 slated for completion in 2017. Eric also stated he has been working with Water Superintendent Kevin Obiala on the River Crossing Project.

Human Resources Manager Denise Vanderloop informed the Commission that staff completed one session of ALICE (Alert, Lockdown, Inform, Counter, and Evacuate) training. Denise stated life insurance booklets were given to the employees this week with the new changes that were effective January 1, 2016. Denise also informed the Commission she will be interviewing for the MEUW Safety Coordinator position next week.

Manager of Finance & Administration Mike Kawula stated staff is preparing for the 2015 audit. Mike also informed the Commission he has not received any correspondence regarding the recent IRS audit of our CREB bonds. Mike stated Warehouse staff is working on updating inventory procedures.

General Manager Jeff Feldt informed the Commission the electric rate case hearing was held Thursday, February 11 in Madison and also via phone conference at the Utility. Jeff stated the Utility has two weeks to file a reply brief.

General Manager Jeff Feldt updated the Commission regarding the Fox Energy Center Dispute. Jeff stated the case was moved from the Third to the First District Court of Appeals; however the case has not been assigned.

Jeff reminded the Commission the APPA Legislative Rally is March 7-9 in Phoenix, the MEUW Annual Conference is June 1-3 in Elkhart Lake and the Quarter Century Club Dinner is April 13 at Van Abel's.

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 Bill Vanderloop, seconded by John Moore to approve the accounts receivable write-offs.

Roll Call Vote:

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

Motion Carried

It was moved by Tom McGinnis, seconded by Tom Driessen that check number 60 and checks numbered 61527 through 61906 in the amount of \$4,380,519.01 be approved for payment.

Roll Call Vote:

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

aye
aye
aye
aye
aye
aye

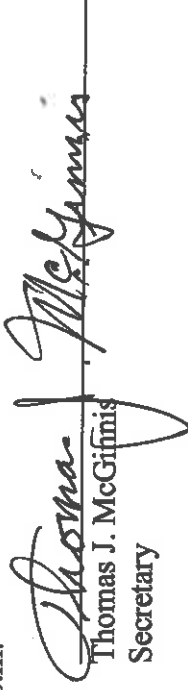
Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 5:30 p.m.


Thomas J. McGinnis
Secretary

Minutes taken by Amy Brick