

Kaukauna, WI  
April 19, 2017

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, Tom Driessen, Lee Meyerhofer, John Moore, Gene Rosin, and Bill Vanderloop. Also present were Jeff Feldt, Denise Vanderloop, Don Krause, Eric Miller, Kevin Obiala, Dave Pahl, Randy Vercauteren, Rich Sorenson, Logan Lynch, Kevin Kurtz, and Amy Brick from KU, Diana Driessen and Attorney Kevin Davidson.

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

It was moved by John Moore, seconded by Tom McGinnis to approve the minutes of the March 24, 2017 regular Commission meeting as written.

All members voted aye. Motion Carried.

There was no public comment.

Commission President Lee Meyerhofer presented Quarter Century Awards to employees Rich Sorenson and Randy Vercauteren.

General Manager Jeff Feldt recognized employees Kevin Kurtz and Logan Lynch that recently graduated from the Apprentice Lineman program.

The Commission reviewed the monthly reports.

Commissioner Sue Hennes arrived at 4:07 p.m.

Staff reports:

Manager of Engineering & Electric Distribution Eric Miller informed the commission crews were working on the new 35 kV line to Nestles by Rosehill Substation when a contractor dug into KU's 12 kV cables feeding the Electric City Blvd. Industrial Park, interrupting power to the customers there. Power was restored; however the next morning a raccoon caused an outage at Kaukauna North Substation, shutting off power to the north side of the city (including that business park). Eric stated that the crews are otherwise continuing to finish the new line to Nestles and will begin work on the Highway ZZ Project.

Water Superintendent Kevin Obiala reported to the Commission staff is installing AMI meters, testing large meters, and working distribution valves. Kevin also informed the Commission crews started flushing hydrants.

General Manager Jeff Feldt reported on Finance & Administration. Jeff informed the Commission the winter moratorium has ended for residential customers with disconnects being scheduled for April 26. Jeff stated customers who have not paid throughout the winter are required to pay 50% of their balance and set up a payment plan for the remaining past due amount.

Manager of Information Technology Don Krause informed the Commission when the outage happened at Kaukauna North Substation, the phone system received over 800 calls that morning. Don stated he is working on conforming to the same web developer that the City of Kaukauna uses for the KU website. Don also stated APPA, WPPI, and MEUW will be holding a tabletop exercise regarding Cyber Security in the summer.

Manager of Human Resources Denise Vanderloop informed the Commission a System Operator is retiring in May; therefore she will be interviewing in the next week to fill that position. Denise stated that Amy Brick, Julie Schroeder from the City of Kaukauna, and herself had a conference call with representatives from StayWell regarding providing healthy lifestyle assessments to employees that is now included in our health plan through the State of Wisconsin. Denise also informed the Commission the new Manager of Finance & Administration will be starting May15.

General Manager Jeff Feldt reviewed the March Energy Services Report for Energy Services Representative Steve Engebos in his absence. Commissioner John Moore wanted to thank Steve Engebos for assisting the Kaukauna Housing Authority with recycling multiple refrigerators.

General Manager Jeff Feldt reported for Manager of Generation & Operations Mike Pedersen in his absence. Jeff stated crews completed a scheduled outage at Rosehill Substation and also completed the five year annual inspections and testing at Central Substation. Jeff informed the Commission the Annual Dam Safety and Surveillance Monitoring Report was sent to the Federal Energy Regulatory Commission (FERC) and that FERC approved the Badger Hydro license amendment stating staff no longer needs to monitor kayak releases. Jeff stated a proposal was sent to the WDNR requesting to modify the Invasive Species Monitoring Plan for Badger Hydro. Jeff also informed the Commission that Mike held a conference call with HDR regarding Phase II of the Badger By-Pass Hydro Project and that he and Mike met with the Village of Kimberly to discuss the Cedars Development and explained the relicensing process for the Kimberly Hydro Plant. The Army Corp of Engineers opened a tainter gate on the Kaukauna Dam to allow for walleye spawning. The gate will remain open until the water temperature reaches 55°.

General Manager Jeff Feldt reviewed the 2017 Work Plan for the 1<sup>st</sup> Quarter and also the 2017 Key Performance Indicators. Jeff also informed the Commission there are scheduling conflicts with the May and June Commission meeting dates. Amy will send an e-mail to the Commission with alternate dates. Jeff stated the MEUW Legislative Day is May 10 in Madison, the APPA National Conference is June 17-20 in Orlando and the MEUW Annual Conference is June 28-30 in Madison. If the Commissioners are interested in attending any of these events, they are to contact Amy.

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 John Moore, seconded by Gene Rosin to approve the accounts receivable write-offs.

Roll Call Vote:

Susan Hennes	aye
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 Bill Vanderloop that check number 119, 120, 121, 122, 123, 124, 125 and checks numbered 64714 through 64988 in the amount of \$5,038,756.06 be approved for payment.

Roll Call Vote:

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

Motion Carried

It was moved by Tom McGinnis, seconded by Gene Rosin to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 4:53 p.m.

  
Thomas J. McGinnis  
Secretary