

Kaukauna, WI
May 25, 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, Sue Hennes, John Moore, and Gene Rosin. Also present were Jeff Feldt, Denise Vanderloop, Mike Pedersen, Don Krause, Eric Miller, Kevin Obiala, Clara Pickett, Dave Pahl, Lonnie Pichler, Jean Jack, Steve Engebos, and Amy Brick from KU, Kevin Davidson, Brian Roebke, 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 Tom Driessen to approve the minutes of the April 19, 2017 regular Commission meeting as written.

All members voted aye.

Motion Carried.

There was no public comment.

General Manager Jeff Feldt introduced Clara Pickett, the new Manager of Finance & Administration.

Secretary Tom McGinnis opened the floor for Commission officer elections.

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

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

All members voted aye.

Motion Carried.

Gene Rosin nominated Tom McGinnis as Secretary. There were no other nominations.

It was moved by Gene Rosin, seconded by John Moore 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 2017 Water Main Replacement Project on E. 7th, Dixon, and Metoxen Streets. Kevin informed the Commission the reason for the replacement is due to deterioration of the water main. This project will be completed in conjunction with the City of Kaukauna's sewer replacement project. In addition, 75 lead services (utility and customer owned portions) will be replaced in conjunction with this project. Kevin stated six bids were received with Feaker & Sons Construction being the lowest evaluated bid at \$1,246,988. Of this bid, the amount allocated to the KU Water Main Relay portion of the project is \$377,144, \$20,000 for engineering services and KU's share of the restoration cost of \$151,529, the total estimated cost to complete the water main replay project is \$548,673. Kevin informed the Commission \$450,000 is included in the 2017 Capital Budget and the project is over budget due to an additional 560' of 8" water main needing to be replaced due to additional sewer main replacement.

It was moved by Tom McGinnis, seconded by John Moore to approve the bid submitted by Feaker & Sons Construction in the amount of \$1,246,988 for the 2017 Water Main Replacement Project on E. 7th, Dixon, and Metoxen Streets.

Roll Call Vote.

Tom Driessen	aye
Lee Meyerhofer	aye
Gene Rosin	aye
John Moore	aye
Tom McGinnis	aye
Sue Hennes	aye

Motion Carried

Motion by John Moore, seconded by Gene Rosin to authorize Manager of Finance & Administration Clara Pickett as an authorized signatory for the Bank of Kaukauna.

All members voted aye.

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

Manager of Information Technology Don Krause informed the Commission a new firewall was installed earlier this week giving staff a better visual of what is entering and leaving the building with regard to the internet. Don also informed the Commission staff is working on placing the Kaukauna City Pool online, upgrading the computers and fiber connectivity trying to provide internet to pool guests. Don also stated he is working with WPPI regarding the implementation of phishing software.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission crews energized the new Nestle Cold Storage building on May 11. Eric stated engineering is working on the Delanglade Street and Hwy ZZ projects. Eric reported design work is continuing on OO Substation. Eric also informed the Commission Lonnie Pichler is working with Energy Services Representative, Steve Engebos and Clara Pickett, Manager of Finance & Administration to redesign the rate tariff to incorporate LED street lights. Commissioner Lee Meyerhofer asked Eric the status of the River Crossing project and the anticipated start date, Eric stated late summer the work should start.

Manager of Generation & Operations Mike Pedersen informed the Commission KU held the FERC required Emergency Action Plan Functional Exercise today and everything went well. Mike stated both engines have been reinstalled on the Pratt Whitney Unit and that Hydro Components installed the rebuilt rackeraker at Combined Locks Hydro Plant. Mike also informed the Commission bids are due for the Combined Locks Plant relicensing June 15.

Manager of Human Resources Denise Vanderloop informed the Commission she has been working with the summer hires getting all the appropriate paperwork filled out. Denise also stated she has been working on analyzing the health plans and reviewing the HRA/HSA plans. Denise also stated she met with a broker to review the deferred compensation plan.

Energy Services Representative Steve Engebos reviewed the April energy services report.

Water Superintendent Kevin Obiala informed the Commission crews have been converting water meters, doing leak detection and maintenance in the plants. Kevin also informed the Commission that Well #8 has the same issue that was just repaired at the Main Filter Plant. Kevin stated there is water media at the bottom of the tank and he is currently getting quotes to replace the tank; however, he is hoping the tank can be repaired. Kevin stated he will have more information at the next Commission meeting in June.

Manager of Finance & Administration Clara Pickett reported to the Commission the intern started Monday and he is helping the accounting and billing staff. Clara also stated she is working on the financial statements and also with WPPI on the electric rate study.

General Manager Jeff Feldt discussed the 2016 Rate of Return. He stated KU received the APPA Reliable Public Power Provider (RP3) "Diamond" Certification. Two linemen and two apprentices competed at the Lineman Rodeo in Texas. The new Nestle Cold Storage facility was energized on May 11. The new electric bucket truck was delivered and is expected to save money in fuel costs. He stated Rock the Block had a very good turnout and he commended KU staff on a job well done. Jeff reminded the Commission 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 Tom McGinnis to approve the accounts receivable write-offs.

Roll Call Vote:

Lee Meyerhofer aye
 Tom Driessen aye
 Sue Hennes aye
 Gene Rosin aye
 Tom McGinnis aye
 John Moore aye

Motion Carried

It was moved by Tom McGinnis, seconded by John Moore that check number 126, 127, 128, 129, 130, 131, 132, 133, 134, and checks numbered 64989 through 65160 in the amount of \$5,025,028.74 be approved for payment.

Roll Call Vote:

Tom McGinnis aye
 Lee Meyerhofer aye
 John Moore aye
 Sue Hennes aye
 Gene Rosin aye
 Tom Driessen 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)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Discuss disposition of property in conjunction with CTH ZZ Reconstruction Project, at 4:52 p.m.

All members voted aye.

Motion Carried

It was moved by Gene Rosin, seconded by John Moore to return to open session at 5:08 p.m.

All members voted aye.

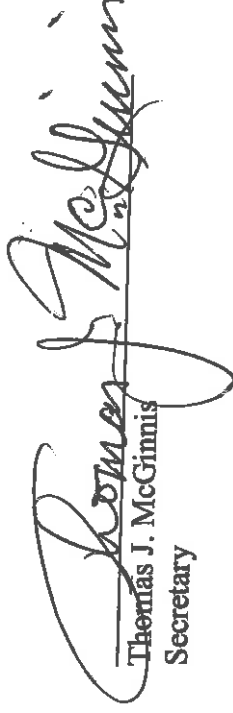
Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 5:09 p.m.


 Thomas J. McGinnis
 Secretary

Minutes taken by Amy Brick