

Kaukauna, WI
June 29, 2016

The regular meeting of Kaukauna Utilities Commission was called to order at 3:10 p.m. by President Lee Meyerhofer. Commission Members present were Susan Hennes, John Moore, Tom McGinnis, Tom Driessen, Lee Meyerhofer, Gene Rosin, and Bill Vanderloop. Also present were Mike Kawula, Jeff Feldt, Eric Miller, Don Krause, Denise Vanderloop, Kevin Obiala, Steve Engebos, Lonnie Pichler, and Amy Brick from KU and Brian Roebke.

It was moved by John Moore, seconded by Gene Rosin to approve the minutes of the May 18, 2016 regular Commission meeting as written.

All members voted aye.

Motion Carried

Brian Roebke made a public comment regarding the appearance of the prairie in Hydro Park. Brian stated the prairie is getting rough looking. Mike Pedersen informed Brian that Schmalz Landscaping will be cutting the prairie within the next couple of weeks. Mike stated he was informed it takes approximately three years for wild flowers to outgrow the weeds.

Manager of Generation & Operations Mike Pedersen discussed the Elm Street Gas Turbine Exhaust Stack Project. Mike informed the Commission that repairs can no longer be made on the Elm St. Exhaust Stack and it is becoming structurally unsafe. Mike stated WPPI has required the stack to be replaced prior to issuing a contract extension for the unit. KU, along with WPPI, developed a project scope to replace the exhaust stack and inlet plenum and solicited proposals from six firms. Mike stated four bids were received with Universal AET being the lowest evaluated bid at \$469,648.

It was moved by Tom McGinnis, seconded by John Moore to authorize the General Manager to issue a purchase order for \$469,648 to Universal AET for the Elm St. Turbine Stack Replacement Project.

Roll Call Vote:

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

Water Superintendent Kevin Obiala discussed the 2016 Water Main Relay Project on Wisconsin Avenue and Sarah Street. Kevin informed the Commission the reason for replacement is due to deterioration of the water main with a portion of the project being completed in conjunction with the City of Kaukauna's sewer replacement project. Kevin stated seven bids were received with Feaker & Sons Construction being the lowest evaluated bid at \$197,296. Of the total bid submitted by Feaker & Sons Construction, the amount allocated to the KU Water Main Relay portion of the project is \$197,296. Taking into account an additional \$45,000 for engineering/inspection services and \$204,000 in site restoration, the total cost for KU's portion of the project is \$446,296.

It was moved by John Moore, seconded by Tom Driessen to authorize the General Manager to approve an increase of \$146,704 to include Catherine Street in the 2016 Water Main Replacement Project resulting in a total budget of \$446,296; also approve the bid submitted by Feaker & Sons Construction in the amount of \$197,296 for the 2016 Water Main Replacement Project on Wisconsin Avenue, Sarah Street and Catherine Street.

Roll Call vote:

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

General Manager Jeff Feldt discussed the New Load Market Pricing (NLMP) Tariff. Jeff informed the Commission WPPI Energy implemented a New Load Market Pricing cost schedule to provide member communities an alternative to economic development tariffs offered by other utilities in Wisconsin. The NLMP is designed to encourage existing customers to expand locally and new

customers to locate within a members service territory. Jeff stated to be eligible for the NLMP retail tariff; an existing customer must add a minimum of 500 KW with a limit of 10 MW. A new customer must have an expected demand of at least 500 KW. Jeff informed the Commission the member utility and WPPI must approve any customer application to be served under the tariff. The tariff cannot be used for customers transferring load between any Wisconsin utility.

It was moved by John Moore, seconded by Gene Rosin to authorize the application to the Public Service Commission Wisconsin (PSCW) for approval of a New Load Market Pricing tariff.

All members voted aye.

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

Manager of Engineering & Electric Distribution Eric Miller informed the Commission the line crew completed the work at Hurlman Heights, Greiner Road and the work on McKinley and Grand Avenue in Little Chute. Eric stated KU was approached by Menasha Utilities to assist them with on call duties this past weekend. KU sent two linemen and our Superintendent after the storm Saturday night. Engineering is finalizing the design work on the Konkapot Trail feeder.

Manager of Information Technology Don Krause stated staff completed their annual access control audit making sure the fob system is working correctly. Don had a meeting with our printing vendor completing the annual audit. Additional functionality will be added to our printing environment shortly. Don is also maintaining operations between the City and KU.

Water Superintendent Kevin Obiala stated the data loggers have found two leaks since being deployed. Currently, crews are working on a water main break that was found through the data logger on Kenneth and Buchanan. Crews are also doing maintenance work, testing meters, working distribution valves, changing water meters and helping in the maintenance department.

Human Resources Manager Denise Vanderloop informed the Commission the Customer Service Clerk position has been posted internally and externally. She stated she will be also be posting for the Foreman position due to an upcoming retirement. Denise is also formalizing the revised travel policy, working with APPA and MEUW on a salary study and completing the RP3 application.

Energy Services Representative Steve Engebos reviewed the May Energy Services Report.

Manager of Generation & Operations Mike Pedersen informed the Commission he has been working on the bid specification for the Elm St. Gas Turbine Overhaul project. Due to staffing changes at MEUW, Mike has been more involved and was asked to be on the search committee for a new Safety Manager. Staff has been working with the new insurance company auditor, taking them to all the sites and answering questions. Rosehill and OO Substations recently went through the annual 5 year inspection. Mike stated KU received an amendment on the Badger Hydro license from the National Park Service requesting to change flows for the kayakers.

Manager of Finance & Administration Mike Kawula stated staff has been updating all of the financial statements converting them from Caselle to Excel. Customer Service has been updating their reports removing Little Chute from the reporting queries they use.

General Manager Jeff Feldt informed the Commission the Fox Energy Center decision from the Court of Appeals has been finalized upholding the PSC's decision to allow WPS to self-serve station power. The City Hall Roof Top Solar project is progressing. The panels and inverters have been received and the solar docks will be delivered around July 11. Jeff discussed the Industrial Park Water Tower Repainting project that will be done in the summer of 2017. Kevin is looking for input from the Commission regarding what design should be on the water tower. Mead & Hunt is currently doing an analysis on the potential fishing pier and kayak launch at 1000 Islands. Currently, Mike Kawula is working on a pole attachment rate dispute with AT&T. Jeff stated KU received the 1st place Safety Achievement Award for 2015.

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 Bill Vanderloop to approve the accounts receivable write-offs.

Roll Call Vote:

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

Motion Carried

It was moved by Tom McGinnis, seconded by John Moore that check number 64 and 65 and checks numbered 62384 through 62800 in the amount of \$4,614,901.66 be approved for payment.

Roll Call Vote:

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

Motion Carried

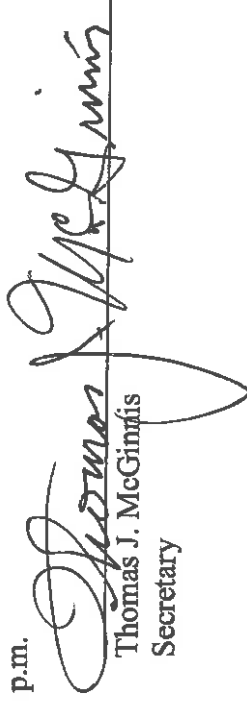
Commissioner Gene Rosin stated the City would like to do a joint project with KU and pave the gravel parking lot by the Konkapot Trail. The parking lot is used for overflow parking at the Utility and also people who are using the trail. KU staff will work with City staff on this project.

It was moved by Tom McGinnis, seconded by Bill Vanderloop to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 4:15 p.m.


Thomas J. McGinnis
Secretary

Minutes taken by Amy Brick