

Kaukauna, WI
July 20, 2016

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 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, Mike Pedersen, Eric Miller, Don Krause, Denise Vanderloop, Kevin Obiala, Lonnie Pichler, Randy Vercauteren, Dave Pahl and Amy Brick from KU and Karen Brooks.

It was moved by John Moore, seconded by Bill Vanderloop to approve the minutes of the June 29, 2016 regular Commission meeting as written.

All members voted aye.

Motion Carried.

There was no public comment.

Manager of Engineering & Electric Distribution Eric Miller discussed the replacement of bucket truck #K-5. Eric informed the Commission that \$192,000 is included in the 2016 capital budget to replace truck #K-5. Additional funds are available in the 2016 capital budget due to the I-41 Weight Station Project budgeted for \$68,000 has been moved by the WDOT to 2020. Two bids were received with Utility Sales & Service being the lowest evaluated bid at \$229,499.

It was moved by Gene Rosin, seconded by Tom McGinnis to award the purchase of a new bucket truck to replace Truck #K-5 to Utility Sales for a Versalift VST6000 with hybrid option in the amount of \$229,499.

Roll Call Vote:

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

Manager of Generation & Operations Mike Pedersen discussed the Elm Street Gas Turbine Overhaul Project. Mike informed the Commission that in the fall of 2015, a boroscope inspection was completed on the Elm St. Gas Turbine hot gas section including the turbine and rotor as part of our five year preventative maintenance program. The inspection revealed some pitting and cracking of the first and second stage rotor blades, cracking in the nozzles, and substantial damage to the S9 hook section. KU staff consulted with Steve Frey of WPPI Energy and it was determined that these repairs needed to be made before a catastrophic failure occurs and prior to WPPI extending the Generation Output Agreement. Mike stated five bids were received and evaluated with ProEnergy Services being the lowest evaluated bid at \$549,570.

It was moved by John Moore, seconded by Gene Rosin to authorize the General Manager to issue a purchase order for \$549,570 to ProEnergy Services for the Elm Street Gas Turbine Overhaul Project.

Roll Call vote:

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

The Commission reviewed the monthly reports.

Staff reports:

Manager of Generation & Operations Mike Pedersen informed the Commission crews are rebuilding the emergency stop gates at Kimberly Hydro Plant and John Street Plant. The annual roof inspections have been completed along with the FERC required annual gate and alarm testing. Mike and Jeff attended a preliminary meeting regarding the relicensing of the Kimberly Hydro Plant in Chicago. On July 16, crews noted seven (7) kayakers using the kayak access gate.

Manager of Finance & Administration Mike Kawula informed the Commission the Accounting Staff is preparing for the 2017 budget. Mike has not received notice from the IRS regarding the CREB bond audit. Mike stated there will be a vacancy in the Customer Service Department due to the resignation of the Customer Service Clerk.

Human Resources Manager Denise Vanderloop informed the Commission she is currently recruiting for the Customer Service Clerk position. She stated the deadline to apply internally for the Line Forman position was July 13. She will be working with Eric Miller and Lonnie Pichler doing interviews. Denise stated a committee was formed consisting of herself, Mike Kawula and Wil Van Rossum from the City to start evaluating health insurance options. The Wisconsin Employee Trust Fund (ETF) is in the process of evaluating a self-insured option for health insurance beginning in 2018. The Committee met with KU General Manager Jeff Feldt and Mayor Gene Rosin to discuss the self-insured and high deductible options. As plan details and cost information for a self-insured plan will not be available until early 2017 it was recommended to make no changes to the health insurance plan for 2017. It was also recommended that the high-deductible and self-insured plan options be evaluated in 2017 for implementation of one of these options in 2018.

General Manager Jeff Feldt reviewed the June Energy Services Report due to Steve Engebos's absence.

Water Superintendent Kevin Obiala stated crews are working with contractors on the water main relay projects within the City. Crews are also doing maintenance work, testing meters, working distribution valves, changing water meters and helping in the maintenance department.

Attorney Kevin Davidson arrived at 4:25 p.m.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission the line crew completed the work on Wisconsin Avenue, Bodde Road and McKinley and Grand Avenue in Little Chute. Crews are working on Haas Road and rebuilding the line on Tenth Street. Crews have also been removing poles on Tenth Street. Eric also stated the work order system project is moving forward.

Manager of Information Technology Don Krause stated he will be doing an audit on the back-up operations center. He is also maintaining operations between the City and KU, learning new technologies at City Hall and spending more time there. Don has also attended meetings regarding the remodeling of the Fire Department.

General Manager Jeff Feldt discussed the 2015 WPPI Annual Report. Jeff updated the Commission on the 2016 Work Plan for the 2nd Quarter. If the Commission has questions, they are to let Jeff know. He also discussed the WPPI member dividend report for 2015. Jeff informed the Commission that the WPPI Annual Meeting is September 14-16 in Green Lake and if they would like to attend, they are to let Amy know.

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:

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 Bill Vanderloop that check number 66 and checks numbered 49547 through 63017 in the amount of \$4,297,128.35 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

It was moved by John Moore, seconded by Tom McGinnis to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy with respect to litigation in which it is or is likely to become involved at 4:50 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Gene Rosin to return to open session at 5:03 p.m.

All members voted aye.

Motion Carried

General Manager Jeff Feldt commented about the nice turnout for the City Hall grand opening. Commission President Lee Meyerhofer stated the City Council approved the paving project by the Konkapot Trail.

It was moved by Tom McGinnis, seconded by John Moore to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 5:08 p.m.


Thomas J. McGinnis
Secretary

Minutes taken by Amy Brick