

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, Tou Lee (for Don Krause), Kevin Obiala, Denise Vanderloop, Lonnie Pichler, Dave Pahl, Randy Vercauteren and Amy Brick from KU, Attorney Kevin Davidson, Steve Engebos, Diana Driessen, Brian Roebke and Karen Brooks.

It was moved by John Moore, seconded by Bill Vanderloop to approve the minutes of the August 17, 2016 regular Commission meeting as written.

All members voted aye.

Motion Carried.

There was no public comment.

Human Resources Manager Denise Vanderloop discussed the Travel Expense Policy. Denise reminded the Commission that at the August Commission meeting, the proposed Travel Expense Policy was reviewed and the Commission made some recommendations. Denise stated she would make the revisions and bring back to the Commission at the September meeting. Denise informed the Commission the Travel Expense Policy will replace the current Business Expense Policy.

It was moved by Tom McGinnis, seconded by John Moore to authorize the approval of the Travel Expense Policy to replace the Business Expense Policy.

All members voted aye.

Motion Carried

General Manager Jeff Feldt discussed the Hydro Park Pavilion Project and Construction Contract. Jeff informed the Commission one of KU's remaining improvements to be made at Hydro Park is the installation of a restroom/pavilion facility. Jeff stated two bids were received with Zeise Construction being the lowest evaluated bid at \$169,000. Jeff also informed the Commission that in addition to the construction contract, additional costs include engineering and design services, soil borings and procurement of the base restroom/pavilion structure. Including these costs, the total cost of the facility is \$246,457.

It was moved by John Moore, seconded by Gene Rosin to authorize the General Manager to approve the Hydro Park Pavilion Project at a total cost of \$246,457 with the costs to be split evenly between KU and the City of Kaukauna.

Roll Call Vote:

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

It was moved by John Moore, seconded by Tom McGinnis to authorize the General Manager to approve the bid submitted by Zeise Construction in the amount of \$169,000 for the Hydro Park Pavilion Project Construction.

Roll Call Vote:

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

The Commission reviewed the monthly reports.

Staff reports:

Water Superintendent Kevin Obiala informed the Commission crews began flushing hydrants this week. Crews are working with contractors on the water main relay projects within the City, doing maintenance work, testing meters, working distribution valves and changing water meters.

Manager of Generation & Operations Mike Pedersen stated a representative from FERC was at the Utility to complete the annual inspections. Mike informed the Commission the Elm Street Gas Turbine Exhaust Stack Project is going well. The turbine has been dismantled and sent to Missouri for repair. Mike also informed the Commission that crews installed a water main off of Maple Street to Badger Hydro. Mike stated he and General Manager Jeff Feldt attended an EAP functional exercise in Tomahawk this past week. Mike also stated the crews did an excellent job on the City Hall Solar Project.

Manager of Finance & Administration Mike Kawula informed the Commission staff is working on the 2017 Budget. Mike stated customer service staff has been preparing the billing system for the implementation of AMI metering.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission that there was a planned outage over Labor Day Weekend with ATC and Appleton Coated to do repair work on the Combined Locks Substation, and Eric stated there was a brief interruption of power to Appleton Coated during the outage. Eric stated later that week, lightning struck an ATC transmission line, crews reported to work and had power restored within the hour. Eric also informed the Commission designs have been submitted to the WDOT for the Delanglade project. Crews completed their work on 10th Street and Coffee Hill Court, installed lighting at the Cty Rd CE and Cty Rd HH roundabout and energized the service to the Fire Department.

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

Human Resources Manager Denise Vanderloop informed the Commission she received the 2017 health insurance rates and they have increased 2.2%. Denise stated ETF changed the enrollment period to October 17 to November 11. Denise also informed the Commission she is in the process of scheduling harassment and EAP training.

IT Specialist Tou Lee reported for Manager of Information Technology Don Krause in his absence. Tou informed the commission IT has been working with the City and the Library on their new phone system. Tou also stated IT is working on improving the help desk to include more automation. Tou also stated Don has been working with Time Warner Cable to integrate their fiber with ours to create a more robust connection.

Manager of Engineering & Electric Distribution Eric Miller discussed the AMI Project.

Systems Engineer Dave Pahl updated the Commission on the Solar Project. Dave stated the project went online effective September 1 and has been producing the projected kilowatts. Dave stated staff is working on getting the information onto the kiosks.

General Manager Jeff Feldt discussed the peak electric loads in August. Jeff went over the WPP1 Typical Bill Comparison summary and also informed the Commission the RP3 Application has been submitted.

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 Driessen to approve the accounts receivable write-offs.

Roll Call Vote:

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

Motion Carried

It was moved by Tom McGinnis, seconded by Gene Rosin that check number 68 and 69 and checks numbered 63225 through 63507 in the amount of \$5,047,642.42 be approved for payment.

Roll Call Vote:

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

Motion Carried

It was moved by Gene Rosin, 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 5:00 p.m.

All members voted aye.

Motion Carried

It was moved by Gene Rosin, seconded by Bill Vanderloop to return to open session at 5:22 p.m.

All members voted aye.

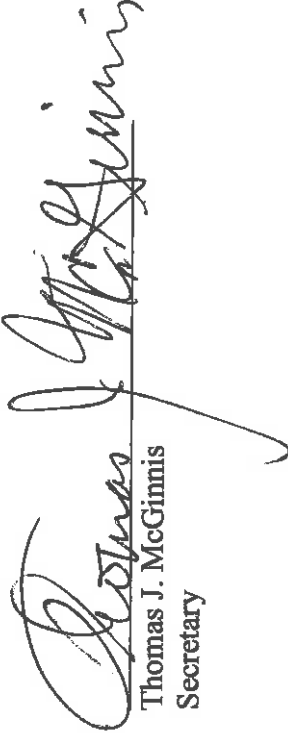
Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 5:23 p.m.


Thomas J. McGinnis
Secretary

Minutes taken by Amy Brick