

Kaukauna WI
November 28, 2012

The regular meeting of Kaukauna Utilities Commission was called to order at 2:00 p.m. by President Lee Meyerhofer. Commission Members present were Lee Meyerhofer, Gene Rosin, Tom McGinnis, Bill Vanderloop, Cindy Fallona and John Moore. Also present were Jeff Feldt, Mike Pedersen, Denise Vanderloop, Kevin Obiala, Mike Kawula, Eric Miller, Ron Roberts and Amy Brick from KU; Brian Roebke from the Times Villager and Karen Brooks.

It was moved by John Moore, seconded by Gene Rosin to excuse Commissioner Tom Driessen's absence.

All members voted aye. Motion Carried.

It was moved by Gene Rosin seconded by Bill Vanderloop to approve the minutes of the October 16, 2012 regular Commission meeting as written.

All members voted aye. Motion Carried.

There was no public comment

Mike Peters, CEO of WPP1 Energy gave an industry update presentation to the Commission.

Manager of Electric Distribution discussed the request for proposals to replace the existing 48 strand fiber optic cable line along Highway OO from Buchanan Street in the Village of Little Chute east to Tobacnoir Substation. Two bids were received. Meyers Services was the lowest bid at \$79,923.

It was moved by Tom McGinnis, seconded by Tom Driessen to authorize the General Manager to award the bid for the new 144 strand fiber optic line on Highway OO to Meyers Services in the amount of \$79,923.

Roll Call Vote:	Tom McGinnis	aye
	Cindy Fallona	aye
	John Moore	aye
	Lee Meyerhofer	aye
	Gene Rosin	aye
	Bill Vanderloop	aye

Manager of Electric Distribution reviewed the requests for proposals for the switchgear line up for the Ann Street Substation project. The new switchgear would utilize the 15 kV breakers that were purchased from the former New Page Kimberly facility. There were four bids. Pedersen Power Products was the lowest bid at \$269,428.

It was moved by John Moore, seconded by Bill Vanderloop to authorize the General Manager to award the bid for the new Ann Street Substation switchgear to Pedersen Power Products in the amount of \$269,428.

Roll Call Vote:	John Moore	aye
	Lee Meyerhofer	aye
	Cindy Fallona	aye
	Gene Rosin	aye
	Bill Vanderloop	aye
	Tom McGinnis	aye

Manager of Finance Mike Kawula discussed the adoption of the 2013 Operating and Five Year Capital Budget. There was a minor change to the proposed water o & m budget. As requested, the format of the budget was changed to make it easier to read. Copies of the adopted budget will be distributed at the December Commission Meeting.

It was moved by Tom McGinnis, seconded by Cindy Fallona to approve the 2013 Operating and Five Year Capital Budget.

Roll Call Vote:	John Moore	aye
	Tom McGinnis	aye

Lee Meyerhofer aye
 Gene Rosin aye
 Bill Vanderloop aye
 Cindy Fallona aye

Motion Carried

It was moved by Bill Vanderloop, seconded by Gene Rosin to approve the accounts receivable write-offs.

Roll Call Vote:

John Moore aye
 Tom McGinnis aye
 Cindy Fallona aye
 Lee Meyerhofer aye
 Gene Rosin aye
 Bill Vanderloop aye

Motion Carried

It was moved by Tom McGinnis, seconded by John Moore that check number 14 and 15 and checks numbered 51896 through 52217 in the amount of \$10,194,198.19 be approved for payment.

Roll Call Vote:

Lee Meyerhofer aye
 Gene Rosin aye
 Bill Vanderloop aye
 Tom McGinnis aye
 John Moore aye
 Cindy Fallona aye

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

Manager of Electric Distribution Eric Miller reported that he is coordinating an outage at Combined Locks Substation with Appleton Coated over Christmas break. They are also working on the cut over on Hwy OO. GIS department has been working on implementing a new work order system.

Manager of Generation & Operations Mike Pedersen stated the crews have finished installing new electrical panels and distribution system at #9 Filter Plant. Also, a new battery system has been installed at Combined Locks Sub. The outage at the Elm Street Gas Turbine is complete and the stack has been inspected. Mike also stated that the trash racks at the Kaukauna City Plant are being replaced with the old trash racks removed from New Badger as a short term repair solution.

Water Superintendent Kevin Obiala reported that crews were working on a service leak today. Water Main Relay work has been completed. Crews have been busy with cross connection surveys and normal routine maintenance.

IT Manager Information Technology Don Krause stated that he has been working on changing over work stations to the virtual environment.

Manager of Finance & Administration Mike Kawula reported that staff is currently working on PSC changes to the chart of accounts effective January 1, 2013. The auditors were in recently and completed the preliminary audit, concentrating on the 2012 electric bonds. He also updated the Commission on the status of the 2012 Electric Rate Study. The Order should be received in December 2012 with new rates being effective January 1, 2013.

Manager of Human Resources Denise Vanderloop explained that open enrollment for health insurance ended November 2 and flex spending forms were due November 21. She has been completing benefit changes for 2013 and working on completing a represented performance review to be finished by year end.

Manager of Generation & Operations Mike Pedersen reported that things are going very well with the Badger Hydro Construction. Concrete is being poured for the powerhouse. Draft tubes have been installed. Mike also stated that the canal work is done until spring.

It was moved by Tom McGinnis, seconded by John Moore to adjourn to closed session pursuant to Wis. State Statute 19.85 (1)(c) to consider employment, promotion, compensation or performance evaluation at 3:08 p.m.

Roll Call Vote	Lee Meyerhofer	aye
	Gene Rosin	aye
	Bill Vanderloop	aye
	Tom McGinnis	aye
	John Moore	aye
	Cindy Fallona	aye

Motion Carried

It was moved by John Moore, seconded by Gene Rosin to return to open session at 3:22 p.m.

All members voted aye Motion Carried

It was moved by John Moore, seconded by Gene Rosin to approve the recommendations of the Personnel Committee as presented.

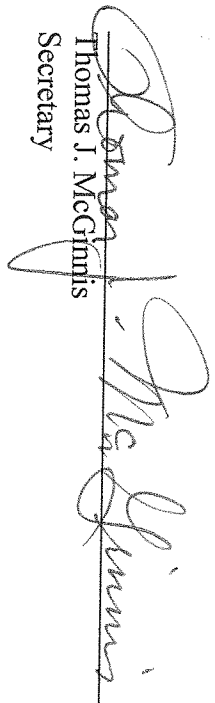
Roll Call Vote	Bill Vanderloop	aye
	Lee Meyerhofer	aye
	Gene Rosin	aye
	Tom McGinnis	aye
	John Moore	aye
	Cindy Fallona	aye

Motion Carried

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

All members voted aye. Motion Carried

The meeting ended at 3:30 p.m.


 Thomas J. McGinnis
 Secretary

