

Kaukauna WI
November 21, 2007

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by Secretary Tom McGinnis. Commission members present were Gene Rosin, Bill Vanderloop, Tom Driessen, John Moore, Tom McGinnis and Brian Paschen. Also present were Paul Van Berkel, City Attorney, Jeff Feldt, Mike Pedersen, Don Krause, Mike Kawula, Kevin Obiala, Eric Miller, Ron Roberts and Erin Willems from KU. Karen Brooks was also present.

It was moved by Gene Rosin seconded by Tom Driessen to excuse the absence of Commissioner Lee Meyerhofer.

All members voted aye

Motion Carried

It was moved by Gene Rosin, seconded by Bill Vanderloop to approve the minutes of the October 17, 2007 regular Commission meeting as written.

All members voted aye

Motion Carried

There was no public comment.

General Manager Jeff Feldt presented the 2008 Operating and Five Year Capital Budget along with a proposed Organization Chart to the Commission. The Crooks Avenue rebuild project was increased to allow for the replacement of overhead utility lines underground.

It was moved by Brian Paschen, seconded by Bill Vanderloop to approve the 2008 Electric and Water Operating and Five Year Capital Budgets and Organization Chart.

All members voted aye

Motion Carried

Jeff Feldt advised the Commission the City of Appleton has requested a Permanent Limited Easement to convey a portion of the 1130 Banta Court property (formerly John Street) for the purpose of construction of the new College Avenue Bridge. The easement will grant a permanent limited highway easement and a temporary limited easement for construction staging.

It was moved by John Moore, seconded by Gene Rosin to approve a Permanent Limited Easement between Kaukauna Utilities (City of Kaukauna) and the City of Appleton in the amount of \$170,000 for property at 1130 Banta Court in conjunction with the College Avenue Bridge Project and approve same to the City of Kaukauna Planning Commission and City Council.

All members voted aye

Motion Carried

Jeff Feldt discussed the WPPI Benefit Plan Trust Participation Agreement with the Commission. KU originally entered the Trust in January of 1996. This Agreement has been modified to address the member termination process from the Trust and define a large claim increase to \$30,000 or more.

It was moved by John Moore, seconded by Gene Rosin to authorize the General Manager to execute a new Participation Agreement between Kaukauna Utilities and the WPPI Benefit Plan Trust.

All members voted aye

Motion Carried

Jeff Feldt informed the Commission the WPPI Board of Directors includes a Director and Alternate Director representative from each member community. Jeff Feldt is the Director and Bruce Gomm is the current Alternate Director. With Bruce's resignation a new Alternate Director must be designated.

It was moved by John Moore, seconded by Gene Rosin to recommend Mike Kawula as Kaukauna Utilities Alternate Director and re-affirm Jeff Feldt's designation as the Kaukauna Utilities Director on the WPPI Board of Directors.

All members voted aye

Motion Carried

Jeff Feldt indicated a KU vehicle was involved in an accident that resulted in vehicle damage with no injuries or fault to the KU employee. The estimate to repair the vehicle was more than it is worth. Dan Van Boxtel, a teacher at the High School was contacted. KU would donate the vehicle, as is, to the high school auto shop. The students will set up the engine and transmission so they can work on it and scrap the body of the truck.

It was moved by John Moore, seconded by Gene Rosin to approve the donation of the damaged KU vehicle to the Kaukauna High School auto shop

All members voted aye

Motion Carried

Commissioner Lee Meyerhofer arrived at 4:26 p.m.

Jeff Feldt proposed to the Commission a non-represented KU employee health insurance move to a standard plan within the WPPI Trust. Going to the standard plan will save money for the Utility as well as the affected employees and involve some changes in dependent definition, deductibles and wellness benefits. The Dental Plan would go to a PPO also with premium savings.

It was moved by Lee Meyerhofer, seconded by Gene Rosin to approve the change to the WPPI Standard Health Insurance Plan for Non-Represented Employees.

All members voted aye

Motion Carried

Jeff Feldt discussed the proposal from H & H Solar Energy Services to install a 2.8 kW solar power system in an area adjacent to Hydro Park. Estimated annual production of 4,452 kWh will be distributed into the Kaukauna Utilities office building electric system through an inverter. For informational and educational purposes a display panel will be installed in the new customer lobby. WPPI offers grants to cover approximately 75% of the cost of the project.

It was moved by Lee Meyerhofer, seconded by Brian Paschen to authorize the installation of a solar power energy system in an area adjacent to Hydro Park.

All members voted aye

Motion Carried

It was moved by Lee Meyerhofer, seconded by John Moore to approve the accounts receivable write offs.

Roll Call Vote:

Gene Rosin	aye
Bill Vanderloop	aye
John Moore	aye
Tom Driessen	aye
Lee Meyerhofer	aye
Tom McGinnis	aye
Brian Paschen	aye

Motion Carried

Commissioner John Moore asked for a five-year historical record of what the write off balances have been.

It was moved by Lee Meyerhofer, seconded by Brian Paschen, that checks numbered 35748 to 35949 in the amount of \$5,452,949.77; and checks numbered 35950 to 36077 in the amount of \$3,503,672.93 be approved.

Roll Call Vote:

Brian Paschen	aye
Bill Vanderloop	aye
Gene Rosin	aye
John Moore	aye
Tom McGinnis	aye
Tom Driessen	aye
Lee Meyerhofer	aye

Motion Carried

The commission reviewed the monthly reports.

Jeff Feldt reviewed the 2007 work plan update with the Commission and gave the following staff reports to the Commission:

The Employee Satisfaction Survey results will be presented to all KU employees and the Commission on December 19th.

Eco Energy has continued to work on sites for Wind Turbines with the Town of Freedom Planning Commission.

KU received \$50,000 PECFA reimbursement for clean up of the Elm Street Gas Turbine.

Jeff Feldt has been appointed to the APPA RP3 review board, Vice Chair at WPPI and Chair of the Personnel Committee at WPPI.

Jeff Feldt gave the Commission an update on the office facility construction. KU will use recycled office furniture and the Commission Room off the main lobby will be a public meeting room. Bids for the project are due on December 18, 2007.

The APPA Legislative Rally is coming up on February 25-28, 2008 in Washington DC. Jeff Feldt invited the Commissioners to attend.

Jeff Feldt reviewed the October Safety Report and AMR Report with the Commission.

It was moved by Bill Vanderloop, seconded by John Moore to adjourn.

The meeting ended at 5:26 p.m.

Thomas J. McGinnis
Secretary