

Kaukauna WI
July 16, 2008

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission members present were Gene Rosin, Bill Vanderloop, Tom Driessen, Lee Meyerhofer, Tom McGinnis and Brian Paschen. Also present were Paul Van Berkel, City Attorney, Jeff Feldt, Mike Kawula, Kevin Obiala and Eric Miller from KU.

It was moved by Bill Vanderloop, seconded by Tom McGinnis to excuse the absence of Commissioner John Moore.

All members voted aye

Motion Carried

It was moved by Tom McGinnis, seconded by Gene Rosin to approve the minutes of the June 18, 2008 regular Commission meeting as written.

All members voted aye

Motion Carried

There was no public comment.

General Manager Jeff Feldt reviewed the Employee Use Policy for Technology and the Internet which was introduced at the June Commission meeting. Changes noted by Staff and City Attorney Van Berkel were accepted by the Commission.

It was moved by Gene Rosin, seconded by Brian Paschen to approve the adoption of the revised Employee Use Policy for Technology and the Internet.

All members voted aye

Motion Carried

Jeff Feldt explained to the commissioners that based on the Department of Commerce regulations Kaukauna Utilities is responsible to develop and implement a safety and health program. The APPA/MEUW safety manual provides a solid resource for KU compliance.

It was moved by Bill Vanderloop, seconded by Tom Driessen to approve the adoption of the APPA Safety Manual 14th Edition (2008) as the MEUW Safety Manual for continued use in the Kaukauna Utilities workplace.

All members voted aye

Motion Carried

It was moved by Tom McGinnis, seconded by Brian Paschen to approve the accounts receivable write offs.

Roll Call Vote:	Gene Rosin	aye
	Bill Vanderloop	aye
	Tom Driessen	aye
	Lee Meyerhofer	aye
	Tom McGinnis	aye
	Brian Paschen	aye

Motion Carried

It was moved by Brian Paschen, seconded by Bill Vanderloop, that checks numbered 37864 through 38237 in the amount of \$1,405,185.42; and check number 608 in the amount of \$92,047.39 be approved for payment.

Roll Call Vote:	Brian Paschen	aye
	Bill Vanderloop	aye
	Gene Rosin	aye
	Tom McGinnis	aye
	Tom Driessen	aye
	Lee Meyerhofer	aye

Motion Carried

The commission reviewed the monthly reports.

Jeff Feldt indicated the Water Rate Case hearing on July 10th went well with one KU customer attending. Mike Kawula has received about 10 calls from customers asking for more information about the rate increase.

Water Superintendent Kevin Obiala gave the Commission a summary of pumping levels for the past three years at various KU wells. Pumping levels and static water levels have remained fairly constant over the past three years with Well # 4 and # 5 showing the most change. Obiala will continue to monitor the water levels each month as in the past and inform the Commission of any outstanding changes.

Jeff Feldt reviewed the second quarter work plan update and commented on the following: The first six months of 2008 saw more recordable and non-recordable injuries than previous years.

The Finance and Accounting Department has filed the Water Rate Study and Electric Rate Study with the PSC as well as converted all accounting reports to Caselle.

Information and Technology Department has successfully modified the construction standards and implemented the software to allow web network security. On Base document handling will concentrate on a pilot program with the files at Kaukauna North. A five-year plan

will be in place to transfer all KU documents to the system once the pilot has been successfully completed.

Generation and Operations has completed the CMMS inventory system for better control of equipment reliability and maintenance costs.

Electric Distribution Engineering SAIDI levels are consistently lower while CAIDI levels are slightly higher. The Crooks Avenue project is 95% complete. The old poles need to be removed once telephone and cable take down their lines. A letter was sent indicating they must be off the poles by August 1st.

Water Department has completed the variable frequency drive (VFD) pump project at Well #9. The Water crew is doing very well on cross connection surveys. There has been a good response from customers.

Jeff Feldt discussed the WPPI quarterly bill comparison which shows KU in a good position among the lowest in the state.

Jeff Feldt advised the commission Eugene Klister will be recognized for rescuing the boy from the Fox River at the next commission meeting.

In preparation to relocate all operational personnel to the lower level addition next month, KU will close on August 22nd. Customer service, billing and accounting will move temporarily to the warehouse.

Jeff Feldt received a message from Tanesay Development that progress is being made on the John Street Development Project and a closing date in early August could be arranged.

Jeff Feldt invited the commission to the WPPI Annual Meeting in September and the Timber Rattler game on Friday, July 18th.

Commissioner Tom McGinnis asked about the energy efficiency of the windows on the north side of the new addition after a Kaukauna resident approached him with a concern. Jeff Feldt will provide information and welcome customers who would like a tour. An open house will be held in 2009 once construction is complete.

It was moved by Bill Vanderloop, seconded by Gene Rosin to adjourn.

The meeting ended at 4:30 p.m.

Thomas J. McGinnis
Secretary