

Kaukauna WI
April 21, 2010

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, John Moore, Tom McGinnis and Cindy Fallona. Also present were Paul Van Berkel, City Attorney, Jeff Feldt, Mike Pedersen, Mike Kawula, Don Krause, Denise Vanderloop, and Ron Roberts from KU. Tom Karman from Schenck Business Solutions, Brian Roebke from the Times Villager, Karen Brooks and Diana Driessen were also present.

It was moved by Gene Rosin, seconded by Tom McGinnis to approve the minutes of the March 24, 2010 regular Commission meeting as written.

All members voted aye

Motion Carried

There was no public comment.

Manager of Finance and Administration, Mike Kawula introduced Tom Karman from Schenck Business Solutions to present the 2009 Audited Annual Financial Statements. The auditors were able to give a clean opinion once again for the year ending December 31, 2009. All information requested was provided with no exceptions or omissions. The audit includes a test of system controls with samples of billing statements, cash disbursements, account receivables and payroll subject to basic tests. Internal control analysis would be much more in depth, but could be accomplished at an additional cost if requested.

It was moved by John Moore, seconded by Cindy Fallona that the Commission accept the 2009 Financial Statements as presented by Schenck SC and Kaukauna Utilities' staff.

All members voted aye

Motion Carried

General Manager Jeff Feldt advised the Commission seven bids were received for the Tobacnoir Street Substation Construction Contract. Alternate bids were also submitted for a masonry wall to be installed around the entire substation, instead of traditional cyclone fencing. After a review of the bids KU staff proposed to continue with regular cyclone fencing as the cost to construct a masonry wall was an additional \$300,000.

It was moved by Tom McGinnis, seconded by Gene Rosin to authorize the General Manager to award the bid for the Tobacnoir Street Substation construction contract to include a cyclone fence with privacy slats to Pieperline in the amount of \$695,810.

Roll call Vote:

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

Motion Carried

It was moved by John Moore, seconded by Gene Rosin 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
	Cindy Fallona	aye

Motion Carried

It was moved by Bill Vanderloop, seconded by Tom McGinnis, that checks numbered 43329 through 43551 in the amount of \$4,467,720.55 be approved for payment.

Roll Call Vote:	Cindy Fallona	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.

Manager of Generation and Ops, Mike Pedersen advised the Commission his crews have been working at the new Kimberly Hydro taking oil samples, performing routine maintenance and raking racks. Rapide Croche Park is now open. Mike continues to work with WPPI on control issues at the Combined Locks plant and gas turbine. The annual spring outage for the Island Street Peaking Plant will be next week. The conversion from the old SCADA system to Wonderware is 100% complete as Appleton Coated was completed last week.

Jeff Feldt told the Commission the Water Department will begin spring hydrant flushing April 26th and continue for three weeks. The KU Water Consumer Confidence report once again won first place in the WI Rural Water Association competition in the Large System category.

Manager of Information and Technology, Don Krause commented he has been in meetings with WPPI Energy and the Information and Technology Advisory Group (ITAG). They are comparing options to build a foundation for smart metering which will include Advanced Meter Infrastructure (AMI) and Customer Information System (CIS) software. The Kimberly Hydro plant communication system is complete. This site is our second remote site along with the John Street Plant so new twists were implemented on the network. Electrician Dan Goffard attended Wonderware training and is working with Don to standardize and streamline the system.

Mike Kawula explained the Customer Service Department is in the midst of the disconnect season with about 900 notices in the mail, 300 payment plans set up in the last week and about 339 customers on the list for termination of service. The Accounting Department is in the final stages of the transition to Paymentus. The customer letter will be sent out in May.

Manager of Human Resources, Denise Vanderloop told the Commission her work continues on the Family Medical Leave Policy updates and Community Task Force Guidelines. Denise is also keeping tabs on the health insurance changes at the Federal level and the new State mandated smoking policy restrictions which will go into effect July 5, 2010.

Jeff Feldt called the Commission's attention to the first quarter update of the 2010 work plan and asked for questions concerning any of the objectives. Jeff also reviewed the APPA Average Revenue per kWh Report for 2008 which shows Kaukauna Utilities has the third lowest overall rates of 118 electric utilities in the state. Even though the figures are from 2008, these are the most current comparison statistics from the Energy Information Administration. KU did receive a Safety Award from MEUW which will be presented at the annual conference in June. Jeff and three other members of the Energy Independent Committee attended the quarterly meeting in Eau Claire recently. The second quarterly meeting of the 25 x 25 pilot communities will be here at KU in August, 2010. Jim Brown is working with KHS on two small wind turbines approximately the same height as the Cellcom tower that is located on school property. Kaukauna Utilities is hosting the MEUW State Lineman Rodeo on Friday June 18, 2010 in Little Chute. This is the first year it will be on a Friday, work day to entice more teams and spectators.

In May the Commission will tour the Kimberly Hydro Plant prior to the Commission meeting at the Utility.

The meeting adjourned at 5:00 p.m.

Thomas J. McGinnis
Secretary