

Kaukauna WI
September 22, 2009

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 Cindy Fallona. Also present were Jeff Feldt, Don Krause, Denise Vanderloop, and Eric Miller from KU. Brian Roebke from the Times Villager was also present.

The Commission welcomed Cindy Fallona, new Commissioner, to the Utility Commission.

It was moved by Tom McGinnis seconded by Gene Rosin to excuse the absence of Commissioner John Moore

All members voted aye Motion Carried

It was moved by Gene Rosin, seconded by Bill Vanderloop to approve the minutes of the August 19, 2009 regular Commission meeting as written.

All members voted aye Motion Carried

There was no public comment.

President Lee Meyerhofer presented a meter lamp to outgoing Commissioner Brian Paschen for his years of service on the commission from 2005 to 2009.

General Manager Jeff Feldt advised the Commission that FERC indicated via a letter dated February 18, 2009 that the corrosion issues of the KCP tainter gates shall be repaired. KU contacted Mead & Hunt to evaluate the condition of the tainter gates and submit a plan. Their evaluation revealed failure of the protective paint, significant leakage from the bottom and side seals, complete section loss of girder web material which is causing flange failure and lateral torsion buckling and severe rivet corrosion. This issue was raised after the 2009 budget was approved. Bids were solicited and two were received. Lunda Construction presented the low bid.

It was moved by Gene Rosin, seconded by Tom Driessen to authorize the General Manager to award a contract to Lunda Construction for tainter gate repair at the Kaukauna City Plant (KCP) for the price of \$49,450.

| | | |
|-----------------|-----------------|-----|
| Roll call Vote: | Gene Rosin | aye |
| | Lee Meyerhofer | aye |
| | Tom McGinnis | aye |
| | Cindy Fallona | aye |
| | Bill Vanderloop | aye |
| | Tom Driessen | aye |

Motion Carried

Human Resources Manager Denise Vanderloop presented a formal policy on Education Reimbursement and Professional Credentials to the Commission.

It was moved by Tom McGinnis, seconded by Gene Rosin to approve the Education Reimbursement & Professional Credentials Policy as presented.

| | | |
|-----------------|-----------------|-----|
| Roll call Vote: | Tom McGinnis | aye |
| | Cindy Fallona | aye |
| | Bill Vanderloop | aye |
| | Tom Driessen | aye |
| | Gene Rosin | aye |
| | Lee Meyerhofer | aye |

Motion Carried

Discussion followed about the policies that will be revised, developed and implemented as the HR Manager proceeds with a new Employee Handbook. Denise Vanderloop advised the policies would either be under the Employment Policy & Procedure Section, Compensation Guidelines or Benefits & Services. Any policies that are compensation related, would have a significant financial impact on KU or present significant changes in the KU organization, would require approval from the commission. The Commission will receive a copy of all new policies but only the ones in the above categories will be presented for approval.

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

| | | |
|-----------------|-----------------|-----|
| Roll Call Vote: | Bill Vanderloop | aye |
| | Tom Driessen | aye |
| | Gene Rosin | aye |
| | Lee Meyerhofer | aye |
| | Tom McGinnis | aye |
| | Cindy Fallona | aye |

Motion Carried

It was moved by Tom McGinnis, seconded by Bill Vanderloop, that checks numbered 41656 through 41878 in the amount of \$4,931,256.23 be approved for payment.

| | | |
|-----------------|-----------------|-----|
| Roll Call Vote: | Cindy Fallona | aye |
| | Bill Vanderloop | aye |
| | Gene Rosin | aye |
| | Tom McGinnis | aye |
| | Tom Driessen | aye |
| | Lee Meyerhofer | aye |

Motion Carried

The commission reviewed the monthly reports.

City Attorney Paul Van Berkel arrived at 4:25 p.m.

Manager of Electric Distribution Eric Miller advised the Commission the line crew has begun work on the round-about at J and Kelso Road and beginning the overhead rebuild on Buchanan in Little Chute. Miller is working on the river crossing initial designs, moving ahead with the Tobacnoir Street Substation, looking at budget figures for the Ann Street Substation scheduled for 2011 and completing the 2009 APPA RP3 application.

Manager of Information and Technology Don Krause told the Commission the SCADA conversion is complete except for three small sites that remain on the old ACS system.

Manager of Human Resources Denise Vanderloop informed the Commission she will be in Madison for a meeting with the WI Employee Trust Fund concerning health insurance this week. Work will continue on the policies for the Employee Handbook as well as Wellness activities.

General Manager Jeff Feldt covered the Accounting Department update. The Manager of Finance has been working on the budget and the customer credit card process. Mike Kawula will make the changes from the 1st budget review, Staff will have a 2nd review and present the proposed budget to the Commission at the October meeting. The Moratorium begins on November 1st and delinquent water/sewer charges will be transferred to the tax roll as of that date.

Jeff Feldt also discussed the results of the MEUW State Lineman's Rodeo in Sturgeon Bay on September 12th. Teams from KU took first place (Josh Rohan and Tony Stobbe) and second place (Tyler Leick and Neil Jack). Lineman Neil Jack had the best time for pole top rescue. Kaukauna Utilities will host the MEUW state rodeo in 2010.

Jeff Feldt discussed the recent outages. The first on September 8th KU was working with ATC and Appleton Coated on a switching procedure. A 900 amp switch failed when switching back, causing the outage. Yesterday the outage was a result of WE Energies crew excavating on the corner of Ann Street and Main Avenue. A corner pole anchor was exposed during excavation causing the anchor to shift. This caused a 34.5 kV circuit to sag into a 12.5 kV circuit resulting in an outage to the Ann Street Substation.

KU received two Wisconsin Water Association awards. Eugene Klister was given the heroism award for the river rescue in 2008. Kevin Obiala accepted the Utility Achievement Award for the open house in May as well as water conservation awards.

Eric Murphy received the WPPI Volunteer Power Award at the WPPI Energy Annual Meeting.

The Commission was invited to the MEUW 2009 District Dinner meeting in Little Chute on November 4th.

It was moved by Gene Rosin, seconded by Tom McGinnis to adjourn to closed session pursuant to WI. State Statute 19.85(1)(e) Acquisition of property at 5:00 p.m.

| | | |
|-----------------|-----------------|-----|
| Roll Call Vote: | Lee Meyerhofer | aye |
| | Tom Driessen | aye |
| | Cindy Fallona | aye |
| | Bill Vanderloop | aye |
| | Gene Rosin | aye |
| | Tom McGinnis | aye |

Motion Carried

It was moved by Tom McGinnis, seconded by Gene Rosin to return to Open Session at 5:20 p.m.

| | |
|-----------------------|----------------|
| All members voted 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 5:20 p.m.

Thomas J. McGinnis
Secretary