

Kaukauna, WI
January 20, 2016

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by Secretary Tom McGinnis. Commission Members present were Tom McGinnis, Gene Rosin, John Moore via phone conference, Bill Vanderloop and Tom Driessen. Also present were Mike Kawula, Kevin Obiala, Jeff Feldt, Eric Miller, Mike Pedersen, Don Krause, Dave Pahl, Randy Vercauteren, and Amy Brick from KU, Attorney Kevin Davidson, Brian Roebke, Karen Brooks, and Diana Driessen.

It was moved by Bill Vanderloop, seconded by Gene Rosin to excuse Commissioner Susan Hennes and Commissioner Lee Meyerhofer's absence.

It was moved by Gene Rosin, seconded by Tom Driessen to approve the minutes of the December 16, 2015 regular Commission meeting as written.

All members voted aye. Motion Carried.

Commissioner Susan Hennes arrived at 4:02 p.m.

There was no public comment.

General Manager Jeff Feldt discussed the 2016 – 2018 Strategic Plan. Jeff informed the Commission the strategic plan consisted of a modified and combined mission/vision statement, an updated values statement and seven key objectives and general strategies. Jeff stated the strategic plan will be revised every three years; however it is a living document that can be modified during the three year period.

It was moved by Gene Rosin, seconded by Bill Vanderloop to adopt the 2016 – 2018 Strategic Plan as presented.

All members voted aye. Motion Carried

General Manager Jeff Feldt reviewed the 2016 work plan. The work plan identifies 55 departmental goals to achieve in 2016 that are associated with the seven key business objectives that were identified in the 2016 – 2018 Strategic Plan as well as planned capital investments and performance indicators.

It was moved by Bill Vanderloop, seconded by Tom Driessen to authorize the General Manager to approve the 2016 work plan as submitted.

All members voted aye. Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

Manager of Generation & Operations Mike Pedersen informed the Commission that crews have been dealing with ice issues at the plants due to the cold weather. Mike stated crews replaced the interior building lights at the Little Chute Plant. Mike also informed the Commission as part of the winter maintenance, crews are cleaning at all the plants.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission he finalized the Electric Distribution 20 year plan. Eric stated he has been working with the Village of Little Chute and Manager of Information Technology Don Krause on fiber optic opportunities for the Village. Eric also stated the work on Cty Rd CE and Cty Rd HH has been complete and lines will be energized next week. Eric informed the Commission he has been working with the WDOT regarding street lighting on Delanglade Street and also regarding rebuilding the weigh station line on Hwy 41 slated for completion in 2017. Eric also stated he has been working with Water Superintendent Kevin Obiala on the River Crossing Project.

Water Superintendent Kevin Obiala informed the Commission that crews repaired the first water main break of the year. Kevin stated crews have been changing water meters and also testing large meters. Kevin also reported crews have been working on miscellaneous projects at the water plants.

Manager of Information Technology Don Krause informed the Commission he has been working with Human Resources regarding the Information Technology Technician position. Don stated he will be analyzing the current phone system and will be looking for a new carrier.

Manager of Finance & Administration Mike Kawula informed the Commission that the conversion of transferring customers to the Village of Little Chute billing system will be complete in February. Mike stated he has been working with the Public Service Commission (PSC) regarding the electric rate case study. Mike also informed the Commission he has not received any correspondence regarding the recent IRS audit that he sent in.

General Manager Jeff Feldt reported for Manager of Human Resources Denise Vanderloop in her absence. Jeff informed the Commission that Collin Hass was hired for the Journey Line Technician position.

General Manager Jeff Feldt discussed the final 2015 work plan and the status of each objective. Jeff stated staff achieved 41 of the 59 goals and goals not met in 2015 will be carried over into 2016.

General Manager Jeff Feldt discussed the 2015 Electric System Reliability Index and also the 2015 Hydroelectric Production data with the Commission. Jeff also discussed the 2015 Safety Incidents.

General Manager Jeff Feldt informed the Commission staff will be attending mandatory ALICE (Alert, Lockdown, Inform, Counter, and Evacuate) Training. Jeff updated the Commission on the electric rate case. He stated the public hearing is set for February 11. Jeff also reminded the Commission the MEUW Legislative Day is February 17, the APPA Legislative Rally is March 7-9 and the Quarter Century Club Dinner is April 13.

The Commission chose not to adjourn to closed session pursuant to Wis. State Statute 19.85(f) for review of data Kaukauna Utilities is prohibited from making public under Wis. Stat. 196.37, including Kaukauna Utilities Write Off Journal details, Check Register details and Customer Usage and Billing.

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

Roll Call Vote:	Tom Driessen	aye
	Susan Hennes	aye
	Gene Rosin	aye
	Bill Vanderloop	aye
	Tom McGinnis	aye
	John Moore	aye

Motion Carried

It was moved by Bill Vanderloop, seconded by Tom Driessen that check number 59 and checks numbered 61507 through 61760 in the amount of \$5,124,918.58 be approved for payment.

Roll Call Vote:	Susan Hennes	aye
	John Moore	aye
	Tom McGinnis	aye
	Tom Driessen	aye
	Gene Rosin	aye
	Bill Vanderloop	aye

Motion Carried

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

All members voted aye. Motion Carried

The meeting ended at 4:50 p.m.


 Thomas J. McGinnis
 Secretary