

Kaukauna, WI  
April 18, 2018

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission Members present were John Moore, Sue Hennes, Tom Driessen, Tony Penterman, Tom McGinnis, Lee Meyerhofer, and Greg Lenz. Also present were Jeff Feldt, Denise Vanderloop, Mike Pedersen, Don Krause, Eric Miller, Kevin Obiala, Clara Pickett, Dave Pahl, Lonnie Pichler, and Amy Brick from KU, Diana Driessen, Karen Brooks, Mike Coenen, and Attorney Kevin Davidson.

It was moved by John Moore, seconded by Tom McGinnis to approve the minutes of the March 21, 2018 Commission meetings as written.

All members voted aye.

Motion Carried

There was no public comment.

Manager of Finance & Administration Clara Pickett discussed Claim # WM000449980051. Clara informed the Commission that an incident occurred on January 2, 2018, a water main near the claimant's home broke and the vast amount of water flowing filtered into the clay tiled sanitary sewer main; the sewer main could not handle the water volume which caused the water to back up into the claimant's home. Clara informed the Commission Statewide Services sent the claimant a letter recommending KU disallow the claim and after review of the incident, they found KU was not negligent for the incident. Commissioner John Moore questioned the amount of the claim submitted by the claimant, Clara informed him that she did not have the information with her; however, she could retrieve it from her office.

It was moved by Tom McGinnis, seconded by John Moore to suspend the rules and take up Agenda Item #5.

All members voted aye.

Motion Carried

Water Superintendent Kevin Obiala discussed the 2018 Water Main Replacement Project on 9<sup>th</sup>, 10<sup>th</sup>, Quinney, Metoxin, and Spring Streets. Kevin informed the Commission the reason for the replacement is due to deterioration of the water main. This project will be completed in conjunction with the City of Kaukauna's sewer replacement project. In addition, 90 lead services (utility and customer owned portions) will be replaced in conjunction with this project. Kevin stated four bids were received with Carl Bowers & Sons being the lowest evaluated bid at \$1,552,817. Of this bid, the amount allocated to the KU Water Main Relay portion of the project is \$539,761, \$75,000 for engineering services and KU's share of the restoration cost of \$214,194, the total estimated cost to complete the water main replay project is \$828,955. Of this total cost, \$46,622 will be recovered in assessments, making the estimated cost of this project at \$782,333. Kevin informed the Commission \$740,000 is included in the 2018 Capital Budget and funds for this project are available from the proceeds of the 2017A Water Bond issue.

It was moved by John Moore, seconded by Greg Lenz to approve the bid submitted by Carl Bowers & Sons in the amount of \$1,552,817 for the 2018 Water Main Replacement Project on 9<sup>th</sup>, 10<sup>th</sup>, Quinney, Metoxin, and Spring Streets.

Roll Call Vote.

Lee Meyerhofer	aye
Tom Driessen	aye
Greg Lenz	aye
Sue Hennes	aye
Tony Penterman	aye
John Moore	aye
Tom McGinnis	aye

Motion Carried

The Commission resumed discussion regarding Agenda Item #4. Clara informed the Commission the total amount of the claim is \$5,084.11, comprised of an itemized list of items that were disposed of due to contamination and water damage, an increase in the water bill, and an invoice from Service Master for \$3,716.

It was moved by John Moore, seconded by Tom McGinnis that the Commission authorize the General Manager to proceed with denying the claim in full and authorize Kaukauna Utilities to send a formal Notice of Disallowance to the claimant.

All members voted aye.

Motion Carried

Water Superintendent Kevin Obiala discussed replacement of the 1990 International Dump Truck. Kevin informed the Commission that replacement of the truck is included in the 2019 Capital Budget; however, it needs to be replaced in 2018 due to significant maintenance issues and the ability to obtain replacement parts. Kevin stated funds to purchase the dump truck are available in 2018 from bond money saved from the Industrial Park Water Tower painting project. Four bids were received with Quality Truck being the lowest evaluated bid, including trade-in, at \$111,664 for a 2018 Western Star Model 4700 Tandem Axle Dump Truck.

It was moved by Tom McGinnis, seconded by Tom Driessen to authorize the General Manager to award the bid for replacement of the 1990 International Dump Truck, to Quality Truck, in the net amount of \$111,664, including trade-in, for purchase of a 2018 Western Star Model 4700 Tandem Axle Dump Truck.

Roll Call vote:

Greg Lenz	aye
Tom McGinnis	aye
Lee Meyerhofer	aye
John Moore	aye
Sue Hennes	aye
Tony Penterman	aye
Tom Driessen	aye

Motion Carried

Water Superintendent Kevin Obiala reviewed the proposed design for the Industrial Water Tower Logo.

It was moved by Tony Penterman, seconded by John Moore to approve the design for the Industrial Water Tower.

All members voted aye.

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

Manager of Human Resources Denise Vanderloop informed the Commission she is in the process of scheduling performance review training for the Managers and Supervisors. Denise stated she received the WRS statements and they will be given to employees by Friday. Denise informed the Commission the ICMA meetings are being held at KU on Friday and also at the City next week. Denise also stated staff completed harassment awareness training.

Water Superintendent Kevin Obiala informed the Commission staff is continuing to work on the AMI project, testing water meters, and working on the Hwy 55 project. Kevin also stated staff has been doing snow removal at the plants and that hydrant flushing should start next week depending on the weather.

Manager of Information Technology Don Krause presented the revised KU website to the Commission.

Manager of Generation & Operations Mike Pedersen informed the Commission staff has been dealing with some issues on Unit #1 at the Little Chute Plant. Mike stated Kimberly Hydro was vandalized a couple of weeks ago and reported the incident to Fox Valley Metro. Mike also informed the Commission the Draft License Application has been submitted for the Kimberly Hydro relicensing.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission staff has completed the Delanglade Street Corridor project and have started working on the Hwy ZZ project. Eric also informed the Commission the Meter Technicians have completed testing the 4,000 meters that were exchanged the past year. Eric stated an outage is scheduled for Sunday on Elm Street and Thilmany

Road affecting Expera, Thilmany, Kaukauna City Plant, the Kaukauna Library, and the Heart of the Valley Metro Sewage District.

Manager of Finance & Administration Clara Pickett informed the Commission the 2017 PSC report has been filed and the final audit will be presented to the Commission at the May Commission meeting. Clara also informed the Commission the winter moratorium has ended for residential customers with disconnects being scheduled for April 25 depending on weather conditions. Clara stated customers who have not paid throughout the winter are required to pay 50% of their balance and set up a payment plan for the remaining past due amount.

General Manager Jeff Feldt provided an update on the electric rate case to the Commission. Jeff also discussed the APPA 2016 Payments and Contributions made by Public Power Utilities to State and Local Governments, Payment in Lieu of Taxes and Gross Receipts Taxes, and also updated the Commission on the 2017 Work Plan for the 1<sup>st</sup> Quarter. The electronics recycling event that was scheduled last Saturday, and subsequently cancelled due to the weather, will be rescheduled. Energy Services Representative, Steve Engebos, reviewed the large customer survey results. Jeff informed the Commission the Green Bay & Mississippi Canal Company documents have been moved to the Kaukauna Public Library. Jeff informed the Commission a City Wide IT Advisory Committee has been created to help with policy consistency. Mike Pedersen described the Wisconsin Defensive Cyber Operations Incident Response Table Top Exercise that was held at KU on April 5. Jeff also informed the Commission that the May and June Commission meetings need to be rescheduled due to scheduling conflicts. Amy will send an email to the Commissioners. The MEUW Annual Conference is May 17-18 in La Crosse and the APPA National Conference is June 17-20 in New Orleans.

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 Tom Driessen to approve the accounts receivable write-offs.

Roll Call Vote:

John Moore	aye
Tony Penterman	aye
Greg Lenz	aye
Tom McGinnis	aye
Tom Driessen	aye
Sue Hennes	aye
Lee Meyerhofer	aye

Motion Carried

It was moved by Tom McGinnis, seconded by John Moore that checks numbered 228 through 236, 66819, 67174, and checks numbered 67255 through 67429 in the amount of \$4,326,112.77 be approved for payment.

Roll Call Vote:

Tom McGinnis	aye
Tony Penterman	aye
Lee Meyerhofer	aye
Tom Driessen	aye
John Moore	aye
Sue Hennes	aye
Greg Lenz	aye


Motion Carried

It was moved by John Moore, seconded by Tony Penterman to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 5:31 p.m.

  
Thomas J. McGinnis  
Secretary