

Kaukauna, WI
October 17, 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 Tony Penterman, Tom Driessen, Sue Hennes, John Moore, Lee Meyerhofer, and Greg Lenz. Also present were Jeff Feldt, Denise Vanderloop, Mike Pedersen, Don Krause, Eric Miller, Kevin Obiala, Clara Pickett, Dave Pahl, Randy Vercauteren, and Amy Brick from KU, Attorney Kevin Davidson, Steve Engebos from WPPI Energy, Diana Driessen, Brian Roebke, and Karen Brooks.

It was moved by Tony Penterman, seconded by John Moore to excuse Commissioner Tom McGinnis's absence.

All members voted aye.

Motion Carried

It was moved by Tony Penterman, seconded by Tom Driessen to approve the minutes of the September 19, 2018 Commission meetings as written.

All members voted aye.

Motion Carried

There was no public comment.

General Manager Jeff Feldt discussed the request from the Village of Little Chute to conduct a managed deer bow hunt on "Electric Island" from December 3, 2018 through December 16, 2018. This will be the ninth year for a managed deer hunt on the property. Commissioner Greg Lenz questioned if residents from the City of Kaukauna could be given the opportunity to participate in the hunt. Jeff stated we will contact the Village of Little Chute and make the recommendation and inform the Commission at the November Commission meeting.

It was moved by John Moore, seconded by Tony Penterman to authorize the Village of Little Chute to conduct a managed deer bow hunt on the Kaukauna Utilities property known as "Electric Island" located in the Village of Little Chute for the period of December 3, 2018 through December 16, 2018.

All members voted aye.

Motion Carried

Manager of Finance and Administration Clara Pickett presented the 2019 Proposed Budget. Clara informed the Commission the final 2019 budget will be presented for adoption next month at the November Commission Meeting.

The Commission reviewed the monthly reports.

Staff reports:

Water Superintendent Kevin Obiala reported that staff is continuing to flush fire hydrants and change out meters for the AMI project.

Manager of Generation & Operations Mike Pedersen informed the Commission that he and General Manager Jeff Feldt traveled to Washington D.C. to meet with representatives from the Federal Energy Regulatory Commission (FERC) regarding the relicensing of the Combined Locks Hydro Plant, and also to Ludington, MI to attend the National Hydropower Association (NHA)/Midwest Hydro Users Group (MHUG) meeting.

Manager of Finance & Administration Clara Pickett stated staff has been developing a Cash Reserve Policy to present at the November Commission meeting, working on the 2019 Budget, and developing the Electric Financial and Operating Indicators Dashboard. Clara also reported staff is researching options to upgrade the handheld devices at the Warehouse along with the phone system. Clara also stated the electric bond refinancing has been finalized.

Manager of Information & Technology Don Krause stated staff has been meeting with vendors to upgrade the handheld devices at the Warehouse. Don stated he will be attending a Cyber Security Summit next month and staff has been working with network evolution within the Utility.

Manager of Human Resources Denise Vanderloop informed the Commission the open enrollment deadline for health and dental insurance is October 26. Denise stated she received the

Diversified Benefit Services enrollment information and it will be distributed to employees next month, and she is currently recruiting for a Water Utility Technician position.

Manager of Engineering & Electric Distribution Eric Miller reported the crews are assisting with the AMI Meter Conversion project, working on underground service requests, and completing work on Central Substation. Eric also informed the Commission staff is working on designs for the Combined Locks Substation upgrade.

Energy Services Representative Steve Engebos reviewed the September energy services report.

General Manager Jeff Feldt provided the 3rd Quarter Work Plan and Key Performance Indicators to the Commission, updated the Commission on the Electronics Recycling Event, and informed the Commission the APPA Legislative Rally is February 25-27, 2019 in Washington D.C.

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:

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

Motion Carried

It was moved by John Moore, seconded by Greg Lenz that checks numbered 293 through 306, and checks numbered 68378 through 68561 in the amount of \$5,816,733.11 be approved for payment.

Roll Call Vote:

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

Motion Carried

It was moved by Tony Penterman, seconded by John Moore to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluations: Employee Compensation & Benefits at 4:56 p.m.

All members voted aye.

Motion Carried

It was moved by Tony Penterman, seconded by John Moore to return to open session at 6:07 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Tom Driessen to approve the revised General Management Agreement as presented.

All members voted aye.

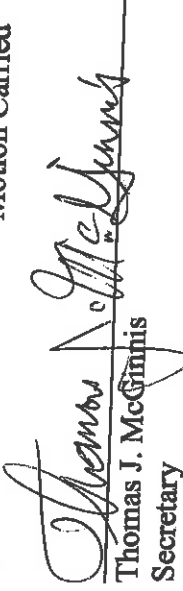
Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 6:09 p.m.


Thomas J. McGinnis
Secretary

Minutes taken by Amy Brick