

Kaukauna, WI
February 20, 2019

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, Tom McGinnis, Lee Meyerhofer, and Greg Lenz. Also present were Jeff Feldt, Mike Pedersen, Tou Lee, Eric Miller, Kevin Obiala, Clara Pickett, Dave Pahl, Randy Vercauteren, Lonnie Pichler, and Amy Brick from KU, Attorney Kevin Davidson, and Steve Engebos from WPPI Energy.

It was moved by Tom McGinnis, seconded by John Moore to approve the minutes of the January 23, 2019 Commission meeting as written.

All members voted aye.

Motion Carried

There was no public comment.

Manager of Finance & Administration Clara Pickett discussed the American Transmission Company (ATC) Investment Activities. KU contributed \$137,920 to ATC in 2018. The contribution was made based on ATC's Capital Call which is designed to obtain funds for future ATC capital projects. Clara stated if KU elected not to contribute additional funds, KU's percentage interest in ATC would be reduced. KU's percentage interest is currently 0.1724%. As ATC will require up to \$110,000,000 in additional capital in 2019, KU will be required to contribute \$189,640 in 2019 to maintain KU's current ownership interest of 0.1724%.

It was moved by John Moore, seconded by Greg Lenz to authorize the General Manager to contribute sufficient funds to ATC to maintain Kaukauna Utilities' Percentage interest in ATC (0.1724%).

Roll Call Vote:

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

Motion Carried

Water Superintendent Kevin Obiala discussed the Water Main Installation Project (Hurkman Heights to Commerce Crossing) and the Water Main Relay Project (Woodland Court to Hwy 00). The installation of a new water main tie-in between Hurkman Heights and Commerce Crossing will create a loop into the Commerce Crossing development including the Aurora Baycare Health Center currently under construction. The 2019 Capital Budget includes a line item in the amount of \$65,000 for this project. The water main between Woodland Court and Hwy 00 is ductile iron pipe that was installed in 1981. Due to the corrosive soils in the area, the water main has deteriorated to the point that it needs to be replaced. The 2019 Capital Budget includes a line item in the amount of \$75,000 for this project. Six (6) bids were received with Carl Bowers & Sons Construction being the lowest evaluated bid at \$165,229.

It was moved by Tom McGinnis, seconded by John Moore to authorize the General Manager to approve the bid submitted by Carl Bowers & Sons in the amount of \$165,229 for the Water Main Installation Project (Hurkman Heights to Commerce Crossing) and the Water Main Relay Project (Woodland Court to Hwy 00).

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

General Manager Jeff Feldt discussed the need for four summer seasonal positions and one engineering intern position for the summer of 2019. Jeff informed the Commission two positions will be assigned to the Generation & Substations Department to perform painting and clean-up activities at the Substations and Hydro Plants and two positions will be assigned to the Stores & Facilities Department to perform routine lawn care and general maintenance activities at various facilities including the Main Office and Warehouse. Also included is one engineering intern position to assist with updates to CAD drawings, the engineering model, SCADA System, and GIS.

It was moved by Tony Penterman, seconded by John Moore to authorize approval to hire four summer seasonal positions and one engineering intern for 2019.

All members voted aye.

Motion Carried

The Commission reviewed the monthly reports.

Staff reports:

General Manager Jeff Feldt reported for Manager of Human Resources, Denise Vanderloop, in her absence. Jeff stated interviews are being held for the vacant Relief System Operator position, and that Denise met with Manager of Information Technology, Don Krause, to discuss posting of the vacant Network & Security Engineer position. Jeff also informed the Commission appointments are available for employees to schedule their health screening through StayWell.

Director of Operations Mike Pedersen informed the Commission the final license application for the Kimberly Hydro Plant has been submitted, the front office remodel project is on schedule, and the Elm Street Gas Turbine ran for twenty-two (22) hours in January.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission the line crew has been assisting Meter Technicians with the AMI meter conversion project and completing cut-out replacements. They finished maintenance repairs associated with the infrared study that was completed in 2018 and have been completing inspections and installing new electric services. Engineering is continuing to work on finalizing plans for the Hwy 96 project and Combined Locks Substation.

Manager of Generation & Substations Dave Pahl stated he is working on the Combined Locks Substation Transformer specification with bids being due at the beginning of April. Dave also informed the Commission he is working on the Load Interconnection Agreement with American Transmission Company (ATC). Dave submitted the DEED grant application for the Engineering Intern. Electricians have been working with ATC at Kaukauna North Substation and the maintenance crews have been dealing with ice issues at the plants due to the cold.

Tou Lee, Information Technology Specialist reported for Manager of Information Technology, Don Krause, in his absence. Tou informed the Commission staff is working with the City of Kaukauna's Park and Recreation Department installing new computers and telephones and is working on e-mail encryption for KU and a new barcoding and material handling system for the Warehouse.

Water Superintendent Kevin Obiala stated staff is continuing with the AMI meter conversion project and testing meters. Crews repaired one service leak and four water main breaks since the last Commission meeting and have been clearing snow from fire hydrants.

Manager of Finance & Administration Clara Pickett stated staff is continuing with year-end processes, preparing for the audit in March, and continuing to work with Infosend for bill printing.

Energy Services Representative Steve Engebos reviewed the January Energy Services Report.

General Manager Jeff Feldt informed the Commission the PSC issued their final order for the electric rate case. He provided information regarding the MISO Maximum Generation Event, the MEUW 5G Small-Cell Pole Attachment Forum, and also a detailed water loss history graph. Jeff requested the March Commission meeting be changed to March 27 due to a scheduling conflict. The MEUW Annual Conference is May 15-17 in Delevan, the APPA National Conference is June 8-12 in Austin, TX, and also the 53rd Quarter Century Club Dinner will be April 23 at Van Abel's.

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 Tony Penterman to approve the accounts receivable write-offs.

Roll Call Vote:

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|----------------|-----|
| 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 355 through 369, and checks numbered 69148 through 69333 in the amount of \$3,541,820.65 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 Tom McGinnis, seconded by John Moore to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: AT&T Lease – Ann Street Water Tower at 5:08 p.m.

All members voted aye.

Motion Carried

It was moved by Tom McGinnis, seconded by John Moore to return to open session at 5:17 p.m.

All members voted 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)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy with respect to litigation in which it is or is likely to become involved. – Expera Specialty Solutions Claim #WWM000449980054 at 5:18 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Tom McGinnis to return to open session at 5:21 p.m.

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 5:23 p.m.


Thomas J. McGinnis
Secretary