

Kaukauna, WI
March 27, 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, Denise Vanderloop, Don Krause, Eric Miller, Clara Pickett, Dave Pahl, Randy Vercauteren, Lonnie Pichler, Jean Jack, and Amy Brick from KU, Attorney Kevin Davidson, Diana Driessen, Karen Brooks, and Steve Engebos from WPPI Energy.

It was moved by Tom McGinnis, seconded by John Moore to approve the minutes of the February 20, 2019 Commission meeting as written.

All members voted aye.

Motion Carried

There was no public comment.

Manager of Generation & Substations Dave Pahl discussed the replacement of vehicles K7 (1-ton truck) and K55 (3/4-ton truck). Kaukauna Utilities requested bids for replacement of a 2006 1-ton dump truck for the line department and also a 2007 3/4 -ton pickup truck for the maintenance department. Bids were as follows:

K7 1-ton truck with dump box

Broadway Automotive	Did not submit a bid
Dorsch Ford Kia	\$47,474 (Ford F-350)
Bergstrom Auto Dodge	Did not submit a bid
Gustman Chevrolet	Did not submit a bid
Ewald's Hartford	\$47,009 (Ford F-350)

K55 3/4-ton truck with utility box

Broadway Automotive	\$45,359 (Ford F-250 Crew 4X4)
Dorsch Ford Kia	\$45,372 (Ford F-250 Crew 4X4)
Bergstrom Auto Dodge	Did not submit a bid
Gustman Chevrolet	\$43,475 (Chevy Silverado 2500 4X4)
Ewald's Hartford	\$43,468 (Chevy Silverado 2500 4X4)
	\$44,909 (Ford F-250 Crew 4X4)

Dave informed the Commission all of the quotes met our specification for both vehicles; however, as K55 was removed from service due to safety concerns, and delivery quoted from Ewald's was 90-120 days, staff is recommending the award go to Gustman as delivery was quoted for 56-70 days.

It was moved by Tony Penterman, seconded by John Moore to authorize the General Manager to award the purchase of the 1-ton dump truck to Ewald's for a new Ford F-350 as bid in the total amount of \$47,009.

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

It was moved by John Moore, seconded by Tom Driessen to authorize the General Manager to award the purchase of the 3/4-ton utility truck to Gustman's for a new Chevy 2500 as bid in the total amount of \$43,475.

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 reviewed the monthly reports.

Staff reports:

Manager of Information Technology Don Krause stated he held an IT Roundtable discussion with staff from Kaukauna Utilities and the City of Kaukauna. He is also participating in the MSI monthly webinars regarding Cybersecurity.

Manager of Generation & Substations Dave Pahl stated staff finished installing cameras in the front office and also installed additional fiber throughout the main office building. Staff has been raking dams removing debris and also removed one of the wind turbines located at Kaukauna High School. He also received the rough draft of the CA for the Combined Locks Substation and plans to file with the PSC by the end of the week.

Manager of Finance & Administration Clara Pickett informed the Commission staff finalized year end processing for 2018, the auditors completed their annual audit, and staff finalized the outsourcing of the utility bills to Infosend.

Manager of Engineering & Electric Distribution Eric Miller provided an update that the line crew has been setting poles on Main Avenue in the Village of Little Chute, continuing to assist the Meter Technicians with the AMI meter conversion project, and completing cut-out replacements. Engineering has been working on finalizing plans for the Hwy 96 project, and working with the City of Kaukauna on the Wisconsin Avenue rebuild project.

General Manager Jeff Feldt reported for Water Superintendent Kevin Obiala in his absence. He reviewed the 2017 Water Loss Comparison chart. Kevin is working on a CA for the lead service lateral program.

Energy Services Representative Steve Engebos reviewed the electric rate comparison spreadsheet that compared rates prior to Appleton Coating filing receivership vs. the WPSC final rate order.

Manager of Human Resources Denise Vanderloop informed the Commission an Apprentice Line Technician has been hired, seasonal employees have been hired, Dave Pahl is reviewing applications for the Engineering Intern position, and she is finalizing an offer for the Relief System Operator (RSO) position. March 13th a meeting was held with ICMA and staff will be meeting again in May. MEUW hired a new Safety Coordinator that will start in April, and staff participated in the first Strategic Planning session.

General Manager Jeff Feldt reported for Director of Operations Mike Pedersen in his absence. The Air Compliance Reports have been submitted for the Elm Street Gas Turbine, the Department of Energy annual reports have been submitted, and the front office remodel project is complete.

General Manager Jeff Feldt provided a performance update regarding the Kimberly Hydro Plant from 2010-2018, and the 10 yr Electric Reliability Indices and 2018 eReliability Tracker Annual Report. The Quarter Century Club Dinner is April 23 at Van Abel's, the MEUW Annual Conference is May 15-17 in Delavan and the APPA National Conference is June 8-12 in Austin, TX. If they are interested in attending any of the events, they are to contact Amy.

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:

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 370 through 383, and checks numbered 69334 through 69509 in the amount of \$3,972,603.66 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 Tom Driessen 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: John Street Hydro Purchase Power Agreement at 5:03 p.m.

All members voted aye.

Motion Carried

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

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by to authorize the General Manager to execute a Confirmation Sheet with WPPI Energy for the sale of all energy output, capacity, and renewable attributes produced by the John Street Hydro facility for a term of five years.

All members voted aye.

Motion Carried

It was moved by Tom McGinnis, seconded by John Moore to adjourn.

All members voted aye.

Motion Carried

The meeting ended 5:18 p.m.


Thomas J. McGinnis
Secretary

Minutes taken by Amy Brick