

Kaukauna, WI  
April 17, 2019

The regular meeting of Kaukauna Utilities Commission was called to order at 8:00 a.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, Mike Pedersen, Don Krause, Eric Miller, Kevin Obiala, Clara Pickett, Dave Pahl, Lonnie Pichler, and Amy Brick from KU, Diana Driessen, and Steve Engebos from WPPI Energy.

It was moved by John Moore, seconded by Tom McGinnis to approve the minutes of the March 27, 2019 Commission meeting as written.

All members voted aye. Motion Carried

There was no public comment.

Commission President Lee Meyerhofer presented Secretary Tom McGinnis with a gift recognizing 14 years of service on the Utility Commission.

Manager of Generation & Substations Dave Pahl discussed the fiber optic bids for the addition of approximately 61,000 feet and replacement of 7,000 feet of fiber optic cable on the system that will provide a communication channel for KU's metering infrastructure, SCADA, security cameras, and between protective relays. Bids are as follows:

<u>Contractor</u>	<u>Bid Amount</u>
Meyer Services	\$461,356
RK Enterprises	\$178,363

The bids were based on five projects including one that involves attachments to ATC poles along Hwy CE continuing south on DeBruin Road. Recently, ATC informed KU that the fiber could not be attached to the poles along Hwy CE. If upheld, the fiber along this stretch will have to be installed underground at an additional \$85-\$100,000 to the project cost. Due to combining the five projects in one bid and supplying the fiber optic cable, all of the projects can be completed within the \$395,000 that was budgeted.

It was moved by Tom McGinnis, seconded by John Moore to authorize the General Manager to award the fiber optic construction projects of 2019 to RK Enterprises in an amount not to exceed \$278,363.

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

Manager of Generation & Substations Dave Pahl discussed the Combined Locks Substation 34.5/12 KV Transformer Bids stating five bids were received as follows:

**138 KV to 34.5 KV – Unit A** would be replacing the existing 138KV/34.5KV 50 MVA transformer with a new 84 MVA unit allowing for future load growth and contingency capacity requirements of our 34.5 KV system.

<u>Company</u>	<u>Bid Amount</u>
ABB	No Bid
Delta Star	\$1,333,194
GE	\$1,076,950
Virginia Transformer	\$1,164,043
Waukesha SPX	\$1,248,329

**34.5 KV to 13.09 KV** – Unit B would be replacing the existing 34.5 KV/13.09 KV 22.4 MVA transformer with a new 28 MVA unit allowing for future load growth and contingency capacity requirements of our electric distribution system.

<u>Company</u>	<u>Bid Amount</u>
ABB	\$770,310
Delta Star	\$731,720
GE	\$525,000
Virginia Transformer	\$535,921
Waukesha SPX	\$746,293

Virginia Transformer is the same company that provided KU the new transformers at “OO” and Tobaccoir Substations. The project was originally estimated in 2017 and at that time, Unit A was budgeted at \$890,000 and Unit B was budgeted at \$440,000. Various material costs such as steel and market conditions affect transformer pricing.

It was moved by John Moore, seconded by Tom Driessen to authorize the General Manager to award the bid for the new 84 MVA transformer and the new 28 MVA transformer for the Combined Locks Substation upgrade project to Virginia Transformer in the amount of \$1,164,043 for the 84 MVA transformer and \$535,921 for the 28 MVA unit.

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

Manager of Generation & Substations Dave Pahl discussed the replacement of vehicle K82, a 2010 ½ ton pick-up for the line department. Staff believes the vehicle should be increased in size to a ¾ ton to provide additional suspension. The truck was not in the budget; however, the budgeted amount for K20 will be used to purchase this vehicle. Bids were received as follows:

<u>Vendor</u>	<u>Amount</u>
Broadway Automotive	Did not submit a bid
Dorsch Ford Kia	\$28,425 (Ford F-250 Double Cab 4X4)
Dorsch Ford Kia	\$29,718 (Ford F-250 Crew Cab 4X4)
Bergstrom Auto Dodge	\$33,197 (Ram 2500 Crew 4X4)
Gustman Chevrolet	\$29,120 (Chevy 2500 4X4)
Ewald’s Hartford	\$28,242 (Chevy 2500 4X4)

Dave informed the Commission all of the quotes met our specification.

It was moved by Tony Penterman, seconded by Tom Driessen to authorize the General Manager to award the purchase of the ¾ ton truck to Ewald’s for a new Chevrolet 2500 as bid in the total amount of \$28,242.

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

The Commission reviewed the monthly reports.

Staff reports:

Manager of Information Technology Don Krause informed the Commission there was an incident on April 4 that resulted in the primary fiber being cut that resulted in loss of communication to nine sites, staff was able to restore within 12 hours. Don held his 2<sup>nd</sup> IT Roundtable session.

Manager of Generation & Substations Dave Pahl informed the Commission crews are working on preventive maintenance; completing infrared scans at Substations and Hydro Plants and taking oil samples. Crews completed wiring the lights on the Industrial Park Water Tower and also assisted the IT Department on April 4 when the fiber was cut. He also has been reviewing the specifications and CA for the Combined Locks Substation.

Manager of Finance & Administration Clara Pickett informed the Commission the winter moratorium has ended for residential customers with disconnects being scheduled for April 24. 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. The outsourcing of the utility bills to Infosend has been completed. She met with the Village of Combined Locks and will be meeting with the Village of Little Chute to discuss the Tax Lien Ordinance. KU now has a call center answering when customers call the main phone number.

Manager of Engineering & Electric Distribution Eric Miller stated the crews have been working on maintenance projects while continuing with the cut-out replacements. All of the large meters have been changed out and all of the meters that were changed last year have been tested. He attended the MEUW Small Cell Forum.

Water Superintendent Kevin Obiala stated staff is continuing with the AMI meter conversion project and testing meters. Crews repaired three water main breaks since the last Commission meeting. Hydrant flushing will start next week.

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

Manager of Human Resources Denise Vanderloop informed the Commission the Task Force has selected the scholarship recipients. She will be posting the Network & Security Engineer position and an offer was made for the open Relief System Operator position and it was declined; therefore, she is currently interviewing other candidates.

Director of Operations Mike Pedersen stated the final draft for the Kimberly Hydro relicensing has been submitted, FERC issued the final license for the Kaukauna City Plant on March 29, he is reviewing the draft for the Combined Locks Plant relicensing, and he filed all of the Dam Safety and Surveillance Monitoring Plans. Request for Proposals have been sent to bidders for the Combined Locks Plant #2 Rebuild Project.

General Manager Jeff Feldt stated Eric Miller and Lonnie Pichler accepted the APPA 2019 Safety Award for KU while attending the E & O Conference, he provided the 2019 Work Plan/Key Corporate Objectives for the 1<sup>st</sup> Quarter, and updated the Commission on the implementation of the PEAK Agenda Software. Election of Officers will be at the May Commission meeting, and the May Commission meeting needs to be rescheduled to May 29. The MEUW Annual Conference is May 15-17 in Delavan, the Municipal Government & Utility Day at the State Capitol is May 22, 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 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 384 through 398, and checks numbered 69510 through 69674 in the amount of \$4,304,966.35 be approved for payment.

Roll Call Vote:

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


Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 9:20 a.m.

  
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 John P. Moore  
 Secretary

Minutes taken by Amy Brick