

Kaukauna, WI
May 29, 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, Lee Meyerhofer, and Greg Lenz. Also present were Jeff Feldt, Denise Vanderloop, Don Krause, Eric Miller, Kevin Obiala, Clara Pickett, Dave Pahl, Lonnie Pichler, and Amy Brick from KU, Diana Driessen, Karen Brooks, Attorney Kevin Davidson, Ashley Thiem-Menning and Angela Schneider from the Kaukauna Library, and Steve Engebos from WPPI Energy.

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

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Tom Driessen to approve the minutes of the April 17, 2019 Commission meeting as written.

All members voted aye.

Motion Carried

There was no public comment.

Greg Lenz nominated Lee Meyerhofer for President. There were no other nominations.

It was moved by Greg Lenz, seconded by John Moore that the rules be suspended, nominations be closed and a unanimous vote be cast for Lee Meyerhofer.

All members voted aye.

Motion Carried.

Sue Hennes nominated John Moore as Secretary. There were no other nominations.

It was moved by Sue Hennes, seconded Lee Meyerhofer that the rules be suspended, nominations be closed and a unanimous vote be cast for John Moore.

All members voted aye.

Motion Carried.

Ashley Thiem-Menning, Director at the Kaukauna Library, gave a presentation regarding the Kaukauna Public Library Interactive Garden.

General Manager Jeff Feldt discussed the Kaukauna Public Library Interactive Garden Sponsorship opportunity. To support the project, the Kaukauna Public Library Foundation is seeking partners to sponsor each of the six outdoor classrooms at a funding level of \$25,000 each. Funding will be used to procure and equip each of the outdoor classrooms; these classrooms include; Biology, Literature, Art, History, Archaeology, and Music. Kaukauna Utilities has strong community partnerships and relationships throughout the community, especially with those involving children such as educational, developmental, and athletic programs. The opportunity to be one of the major benefactors of the Interactive Learning Garden will strengthen KU's dedication and commitment to the overall success of the community.

It was moved by Lee Meyerhofer, seconded by John Moore to authorize the General Manager to provide funding in the amount of \$25,000 over a four year timespan for Kaukauna Utilities sponsorship of the Kaukauna Public Library Interactive Learning Garden Biology Classroom.

Roll Call Vote:

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

Motion Carried

General Manager Jeff Feldt discussed the Combined Locks Unit #2 Rebuild Project due to the absence of Director of Operations, Mike Pedersen. Jeff informed the Commission the project involves

rebuilding the turbine, generator, gearbox, and bestobel seal. Unit #2 has been in service for approximately 30 years and has not had a major overhaul since the original installation. The total budget for the project is \$1,473,000 and includes the base work per the bid specification. The following five bids were received with the following results:

<u>Contractor</u>	<u>Base Bid Total</u>
HCMS	\$498,715
Turbine Pros	\$511,529
Graycon	\$624,300
Voith	\$694,000
GE	No bid due to schedule conflicts

The bids were reviewed to ensure compliance with the bid specifications and all bids met the specifications with the low bid being HCMS in the amount of \$498,715.

It was moved by Tony Penterman, seconded by John Moore to authorize the General Manager to award the bid for the Combined Locks Unit #2 Rebuild project to HCMS for the firm price of \$498,715 for the base work to include the turbine, generator, gearbox, and bestobel seal.

Roll Call Vote:

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

Motion Carried

Water Superintendent Kevin Obiala discussed the 2019 Water Main Replacement Project on Hwy 96. 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, 50 lead services (utility and customer owned portions) will be replaced in conjunction with this project. Kevin stated three bids were received with Carl Bowers & Sons being the lowest evaluated bid at \$2,066,415. Of this bid, the amount allocated to the KU Water Main Relay portion of the project is \$716,632, \$100,000 for engineering services and KU's share of the restoration cost of \$257,169, the total estimated cost to complete the water main replay project is \$1,073,801. Of this total cost, \$39,367 will be recovered in assessments, making the estimated cost of this project at \$1,034,434. Kevin informed the Commission \$800,000 is included in the 2019 Capital Budget.

It was moved by Greg Lenz, seconded by Tom Driessen to approve the bid submitted by Carl Bowers & Sons in the amount of \$2,066,415 for the 2019 utility reconstruction project with KU's Road, Florence Street and Washington Street.

Roll Call Vote.

Greg Lenz	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:

Water Superintendent Kevin Obiala informed the Commission staff is continuing with the AMI meter conversion project, testing meters, and operating distribution valves. Crews need to repair six broken fire hydrants and twenty-four valve boxes that were broken over winter. Spring hydrant flushing has been completed.

Manager of Human Resources informed the Commission that Manager of Information Technology, Don Krause, will be reviewing the applications for the Network & Security Engineer position and she recommended to Manager of Engineering & Distribution, Eric Miller, that the RSO

position be reviewed for possible changes. Staff is continuing to meet regarding strategic planning, and the annual meeting with ICMA was held. She will be posting the PR/Media Specialist position soon.

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

Manager of Generation & Substations Dave Pahl informed the Commission the Electrical Engineer Intern has started and that KU received a grant from APPA for this position. Crews are preparing for FERC inspections in June, working on the Island Street Peaking Plant outage completing a controls upgrade, and working on the Combined Locks Substation rebuild project.

Manager of Engineering & Electric Distribution Eric Miller stated crews are continuing to assist the Meter Technicians with the AMI meter conversion project and completing cut-out replacements. All of the poles have been set on Main Avenue in Little Chute and he is working with engineering on the Wisconsin Avenue rebuild project.

Manager of Information Technology Don Krause stated staff has been installing new computers at employee's workstations and continuing with network assessments and improvements focusing on security. The GIS server and the back-up system have been upgraded. Don has been working with State Agencies as well as the National Guard on cybersecurity.

Manager of Finance & Administration Clara Pickett informed the Commission she filed with the PSC to update the Time-of-Day rates. Staff has been busy with disconnects and completing paperwork from the AMI meter conversion project. She also discussed the 2018 Rate of Return.

General Manager Jeff Feldt informed the Commission KU received the 2018 MEUW Gold Safety Achievement Award. President Lee Meyerhofer thanked Jeff and KU staff for being committed to safety and instilling that culture in the departments. Jeff stated nine employees will be receiving recognition awards at the employee luncheon tomorrow; Mike Bergner (35), Scott Skalmusky (25), Brian Delforge (20), Mike Pedersen (15), Neil Jack (15), Jean Jack (15), Jim Roberts (15), Amy Brick (15), and Denise Vanderloop (10). Three Commissioners were acknowledged for the Charlie Bradburn Pillars of Public Award; Lee Meyerhofer (24), Tom Driessen (18), and John Moore (12). Jeff discussed the Draft Electric Tax Lien Ordinance and provided the results of the Electronics Recycling Event stating KU collected 31,908 lbs at the May event and since 2015, KU collected 244,280 lbs of electronics. In September or October, the Commission will be taking a tour of KU's facilities.

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 Driessen	aye
Sue Hennes	aye
Lee Meyerhofer	aye

Motion Carried

It was moved by John Moore, seconded by Tony Penterman that checks numbered 399 through 405, 407 through 415, and checks numbered 69675 through 69833 in the amount of \$3,652,608.57 be approved for payment.

Roll Call Vote:

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: Acquisition of Property at 5:10 p.m.

All members voted aye.

Motion Carried

It was moved by Greg Lenz, seconded by Tony Penterman to return to open session at 5:42 p.m.

All members voted aye.


Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 5:42 p.m.



John P. Moore
Secretary

Minutes taken by Amy Brick