

Kaukauna, WI  
July 17, 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 Sue Hennes, Tom Driessen, Pennie Thiele, Lee Meyerhofer, and John Moore. Also present were Jeff Feldt, Denise Vanderloop, Don Krause, Clara Pickett, Mike Pedersen, Eric Miller, Kevin Obiala, Lonnie Pichler, Randy Vercauteren, and Amy Brick from KU, Karen Brooks, Diana Driessen, and Justin Fischer, Senior Vice President from Baird.

It was moved by John Moore, seconded by Tom Driessen to excuse Commissioner Greg Lenz and Tony Penterman's absence.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to approve the minutes of the June 19, 2019 Commission meeting as written.

All members voted aye.

Motion Carried

Manager of Finance and Administration Clara Pickett discussed the 2019 Taxable Electric System Revenue Refunding Bonds. Clara stated that in order to take advantage of the current bond market, staff has been working with Baird to identify opportunities to refinance outstanding electric bonds. Clara introduced Justin Fischer, Senior Vice President from Baird. Mr. Fischer informed the Commission that based on current market conditions the new refunding bonds would have an estimated interest rate of 3.46%. Mr. Fischer stated the outstanding 2012A Electric System Revenue Bonds have a rate of 5.00%. This refinancing would result in a gross savings of \$1,490,330.

It was moved by John Moore, seconded by Lee Meyerhofer to authorize the General Manager to proceed to City Council with the Parameters Resolution and issuance of the 2019 Electric System Revenue Refunding Bonds, subject to a maximum interest rate of 4.00% and present value savings of 3.00%.

All members voted aye.

Motion Carried

WPPI Energy General Counsel, Tom Hanrahan gave a presentation "The Power of Great Places".

The Commission reviewed the monthly reports.

Staff reports:

Manager of Information Technology Don Krause informed the Commission staff has been working on cybersecurity, upgrading wireless access points, and completing the Office 365 upgrade.

Water Superintendent Kevin Obiala informed the Commission staff is continuing with the AMI meter conversion project, repairing valve boxes, and rebuilding and replacing broken fire hydrants. Crews are also completing lawn restoration where water main breaks occurred over the winter, and working with contractors throughout the City.

Manager of Generation & Substations Dave Pahl informed the Commission he has been working with Commissioner Greg Lenz, the City, and students from the Kaukauna High School Civic Engagement class who redesigned Fassbender Park. Dave stated KU's electricians will be installing the lighting and the Water Department will be setting the stone at the park. Staff is also installing Wi-Fi hot spots for mobile accessibility.

Manager of Finance & Administration Clara Pickett stated staff is preparing for the 2020 budget Ordinance passed with a vote of 6-2.

Director of Operations Mike Pedersen informed the Commission the Combined Locks Plant Unit #2 Rebuild Project is moving forward, FERC inspectors were onsite completing their Recreation and Environmental Inspections with nothing major being found, and he and Jeff Feldt met with representatives from FERC in Washington D.C. regarding the Kaukauna City Plant relicensing.

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

Manager of Engineering & Electric Distribution Eric Miller informed the Commission crews are completing underground work on the Wisconsin Avenue and Little Chute North Estates projects, finishing work at the new Aurora Baycare, and installing new electric services. Crews have also started the infrared study on the electric system.

Manager of Human Resources Denise Vanderloop informed the Commission she is reviewing the applications for the PR/Media Specialist position, reviewing the Employee Handbook for changes to be made in 2020, and finalizing the Strategic Planning.

General Manager Jeff Feldt informed the Commission the APPA Smart Energy Provider (SEP) application has been submitted, he provided the 2019 2<sup>nd</sup> Quarter Work Plan, 2019 Key Corporate Objectives, and 2019 Key Performance Indicators, if the Commission has questions they are to let him know. Response to the PSC regarding the Lead Service Lateral Replacement Program has been submitted and he reviewed the Wisconsin Municipal Electric Utilities Statistical Data 2018.

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:

Tom Driessen	aye
Lee Meyerhofer	aye
John Moore	aye
Sue Hennes	aye
Pennie Thiele	aye

Motion Carried

It was moved by John Moore, seconded by Sue Hennes that checks numbered 437 through 449, 69789, and checks numbered 70004 through 70155 in the amount of \$3,196,279.55 be approved for payment.

Roll Call Vote:

John Moore	aye
Pennie Thiele	aye
Lee Meyerhofer	aye
Sue Hennes	aye
Tom Driessen	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 5:36 p.m.

All members voted aye.

Motion Carried

It was moved by Sue Hennes, seconded by John Moore to return to open session at 6:24 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Tom Driessen to authorize the General Manager to acquire property located at 521 Janssen Street, (Parcels 230-030200, 230-030300), Village of Combined Locks, not including acquisition and administrative costs, for the Combined Locks Substation Upgrade Project and authorize the City Attorney to draft all required documentation, waivers, and technical corrections to the offer to purchase to complete this transaction.

Roll Call Vote:

Sue Hennes	aye
Tom Driessen	aye
Pennie Thiele	aye
Lee Meyerhofer	aye

John Moore                      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 6:26 p.m.

*John P. Moore*

John P. Moore  
Secretary

Minutes taken by Amy Brick