

Kaukauna, WI
August 28, 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, Tony Penterman, Lee Meyerhofer, Greg Lenz, and John Moore. Also present were Jeff Feldt, Denise Vanderloop, Don Krause, Clara Pickett, Dave Pahl, Eric Miller, Kevin Obiala, Lonnie Pichler, and Amy Brick from KU, Karen Brooks, Diana Driessen, and Steve Engebos from WPPI Energy.

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

All members voted aye.

Motion Carried

It was moved by Tony Penterman, seconded by John Moore to approve the minutes of the July 17, 2019 Commission meeting as written.

All members voted aye.

Motion Carried

Ms. Karen Brooks, 1025 Dodge Street, Kaukauna, requested to make a public comment. Ms. Brooks stated "I know that a lot of people were out of power when that storm was, but I just wanted to make it publicly known that I for one, really appreciate what our utility did to get us back in power during that storm because I think they did a fabulous job and enough people just don't, you know they complain about the power being out but they don't ever stop to think about what the guys have to go through to get the power on and how hard they work". Commission President Lee Meyerhofer thanked Ms. Brooks for her comment.

President Lee Meyerhofer asked Sue Hennes to sit on the Personnel Committee.

It was moved by Lee Meyerhofer, seconded by Tony Penterman that Sue Hennes sit on the Personnel Committee.

All members voted aye.

Motion Carried

Manager of Generation & Substations Dave Pahl discussed the Warehouse Solar Panel Project. Dave stated multiple KU facilities were evaluated and the warehouse was the best option. Dave stated the 79.92 KW array was submitted for a renewable energy grant from WPPI and KU was awarded 50% funding in an amount not to exceed \$55,827. Based on forecasts of solar production from the design, KU would receive a simple payback in 5.73 years.

It was moved by Tony Penterman, seconded by Greg Lenz to authorize the General Manager to accept the WPPI renewable energy grant and proceed with the implementation of the solar project in the amount of \$55,827.

Roll Call Vote:

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

Manager of Finance and Administration Clara Pickett discussed the Water Utility Simplified Rate Case Application. Clara informed the Commission the last conventional rate case was completed in 2014 with an effective date of January 1, 2015. The rate case resulted in an overall increase of 6%, and an authorized rate of return of 5.50%. Since that rate increase, the Water Utility's actual rate of return has steadily decreased to a 2.74% rate of return in 2018. Due to the declining rate of return, and the anticipated increase in operation, maintenance, and capital costs, she recommends applying to the PSC for an inflationary adjustment under the Simplified Rate Case application process.

It was moved by John Moore, seconded by Greg Lenz to authorize the General Manager to proceed with filing the Simplified Rate Case application.

All members voted aye.

Motion Carried

Manager of Generation & Substations, Dave Pahl reported to the Commission on the accomplishments of the Engineering Intern over the summer.

The Commission reviewed the monthly reports.

Staff reports:

Manager of Generation & Substations Dave Pahl informed the Commission staff is completing flume inspections at all seven hydro plants and completing all of the fiber optic projects. Crews are working on Fassbender Park, setting stone and installing lighting. Dave is getting pricing from vendors on an Outage Management System (OMS).

Manager of Human Resources Denise Vanderloop informed the Commission a Request for Proposal (RFP) has been issued for the Employee Assistance Program (EAP) and a RFP will be sent out this week for HR/Timekeeping software. Denise also stated she is monitoring health insurance information for 2020 and finalizing the Strategic Planning Process.

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

General Manager Jeff Feldt reported for Director of Operations Mike Pedersen in his absence. Jeff informed the Commission the Draft Invasive Species Plan, Operations Plan, Woody Debris Plan, and Drawdown Plan for the Kaukauna City Plant license have all been completed and are being reviewed. FERC issued their Scoping document for the Kimberly Hydro Relicense and the Notice of Intent for the Combined Locks Hydro Relicense. Jeff also informed the Commission testing on the turbine shaft from Combined Locks Unit #2 found deep cracking of the shaft. It was decided that due to the amount of cracking and the depth that weld repairs were not an option; therefore, a new shaft will be built delaying the project.

Manager of Finance & Administration Clara Pickett stated staff is working on budget preparations, the draft budget will be presented to the Commission at the October Commission meeting and finalized at the November meeting. Clara summarized the final results of the 2019 Electric Refunding Revenue Bonds and informed the Commission staff is meeting with the Village of Combined Locks in September regarding the Tax Lien Ordinance. The PSC approved Time-of-Use rates and she is also working on a Request for Proposal the financial audit.

Manager of Information Technology Don Krause stated staff has been working with the line department setting up mobile devices, upgrading the guest Wi-Fi at the Main Office Building, and connecting fiber to Rapide Croche Hydro. He is working on the APPA RP3 application, updating Cyber Security policies, and also informed the Commission he was offered a position on the Statewide Cyber Response Team.

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, and completed restoration from storm damage on the frontage road leading to Royal St. Patrick's in Wrightstown. Crews are also working on Wildlife Heights in Kaukauna. Eric also stated he is working on the Combined Locks Substation project, the APPA RP3 application, and working with staff from the Village of Combined Locks Engineering department on a potential residential development.

Water Superintendent Kevin Obiala stated staff is continuing with the AMI meter conversion project, repairing valve boxes, and working with contractors throughout the City. Crews are also working in Fassbender Park setting stone.

General Manager Jeff Feldt informed the Commission staff participated in a debriefing regarding the storm on July 20; discussing how things can be improved. If KU didn't have such an aggressive tree trimming program, the restoration could have taken much longer than it did. KU received the APPA Smart Energy Provider award. There was discussion regarding the Combined Locks Substation project. The WPPI Annual Meeting is September 18-20 in Elkhart Lake, the MEUW Cybersecurity Summit is October 30 with the location not yet determined. If the Commissioners would like to attend, 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:

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

Motion Carried

It was moved by John Moore, seconded by Tony Penterman that checks numbered 450 through 463, and checks numbered 70156 through 70392 in the amount of \$4,158,744.10 be approved for payment.

Roll Call Vote:

John Moore	aye
Tony Penterman	aye
Greg Lenz	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)(c) to consider employment, promotion, compensation or performance evaluations: Employee Compensation at 5:40 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Tony Penterman to return to open session at 6:02 p.m.

All members voted aye.

Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 6:03 p.m.


 John P. Moore
 Secretary

Minutes taken by Amy Brick