

Kaukauna, WI
December 18, 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, Pennie Thiele, Lee Meyerhofer, and Greg Lenz. Also present were Jeff Feldt, Denise Vanderloop, Mike Pedersen, Don Krause, Eric Miller, Kevin Obiala, Clara Pickett, Dave Pahl, Randy Vercauteren, Brittany Simonson, and Amy Brick from KU, Karen Brooks, Diana Driessen, Brian Roebke, and Steve Engebos from WPPI Energy.

It was moved by Tony Penterman, seconded by John Moore to approve the minutes of the November 21, 2019 Commission meeting as written.

All members voted aye.

Motion Carried

There was no public comment.

Manager of Generation & Substations Dave Pahl discussed the Combined Locks Substation Rebuild Project Construction Bids stating the bids were to be based on the Combined Locks Substation Construction Specification, the pre-bid meeting minutes, and the two released addendums. The following bids were received with MJ Electric being the lowest evaluated bid.

<u>Contractor</u>	<u>Bid Total</u>
MJ Electric	\$2,188,568
MP Systems (PieperLine)	\$2,405,828
Michels	\$2,756,693
Henkels & McCoy	\$3,954,328
Hooper Corporation	Declined to Bid

It was moved by Tony Penterman, seconded by Pennie Thiele to authorize the General Manager to award the construction contract to MJ Electric, LLC in the amount of \$2,188,568 for the Combined Locks Substation Rebuild Project.

Roll Call Vote:

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

Motion Carried

General Manager Jeff Feldt reviewed the final draft of the 2020 Strategic Plan stating there were no major changes since the presentation in October.

It was moved by John Moore, seconded by Tom Driessen to approve the 2020 Strategic Plan as presented.

All members vote aye.

Motion Carried

General Manager Jeff Feldt reviewed the Draft 2020 Work Plan, Key Performance Indicators, and Key Corporate Objectives.

The Commission reviewed the monthly reports and the Electric and Water Financial Statements.
Staff reports:

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

Water Superintendent Kevin Obiala informed the Commission staff is continuing with the AMI meter conversion project and commended Mike Petersen and Craig Vosters for doing such a great job on the project. Crews have been testing large meters, verifying the fire hydrants are drained for winter, and completing maintenance projects that arise.

Manager of Human Resources Denise Vanderloop informed the Commission she is scheduling second interviews with the candidates for the Electro-Mechanical position and scheduling interviews for the Journey Line Technician position. She is completing year end paperwork, the FSA/HRA paperwork has been completed and sent to Diversified Benefit Services (DBS), and will be reviewing two more vendors for the Timekeeping and Human Resources software.

Manager of Generation & Substations Dave Pahl stated crews completed the fire system upgrade at the Combined Locks Plant and dealing with ice issues at the hydro plants due to the cold weather. He attended the factory acceptance testing on the transformers for the Combined Locks Substation Rebuild Project and is working on the Standard Operating Guidelines.

Manager of Information Technology Don Krause informed the Commission he is working with the Manager of Generation & Substations, Dave Pahl on the Outage Management System (OMS), updating procurement processes, auditing workstations and servers, and completing year end IT requests.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission crews have installed temporary lighting on Wisconsin Avenue, started the work in the Rueden Ridge subdivision, and have finished the work on the Hwy 96 project. Crews have completed 99% of the electric portion of the AMI meter conversion project with approximately 86 meters remaining that require meter socket work, and working on the FEMA grant application for reimbursement from the tornado that occurred in July.

Manager of Finance & Administration Clara Pickett wanted to commend the Billing Department on all of their hard work on the AMI meter conversion project. She is continuing to review vendors for the Timekeeping and Human Resources software, working on the FEMA grant application for reimbursement from the storm in July, and researching insurance coverage for data restoration. Clara also informed the Commission that MyAccount will be available to customers in February.

Director of Operations Mike Pedersen informed the Commission KU received the FERC Notice of Acceptance of Environmental Assessment (EA) for Kimberly Hydro and the Preliminary Application Document (PAD) for the Combined Locks Plant has been submitted to FERC. Staff completed the annual EAP in house training that is required by FERC. He informed the Commission part of the Badger License is to replace the trashracks from 5" spacing to 1" and he is working with the WDNR regarding that issue.

General Manager Jeff Feldt reviewed the Wisconsin 2018 Average Revenue per kWh Analysis, and discussed the ATC Schedule A to Operating Agreement. KU employees, through their Random Act of Kindness program, raised money to donate to eleven families in the community. Jeff reminded the Commission the Holiday Party is Friday, January 24 at Electric City Lanes and the APPA 2020 Legislative Rally is February 24-26, 2020 in Washington D.C.

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:

Pennie Thiele	aye
Tony Penterman	aye
Lee Meyerthofer	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 that checks numbered 516 through 531, and checks numbered 70914, and 70918 through 71085 in the amount of \$4,566,978.29 be approved for payment.

Roll Call Vote:

Greg Lenz	aye
Pennie Thiele	aye

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

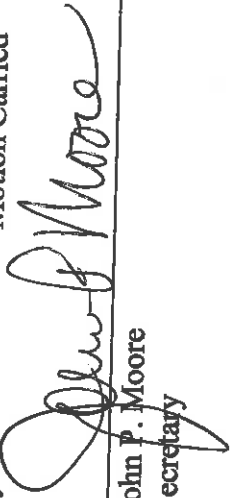
Motion Carried

It was moved by Pennie Thiele, seconded by Tom Driessen to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 5:05 p.m.



 John P. Moore
 Secretary

Minutes taken by Amy Brick