

Kaukauna, WI
January 14, 2020

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, and Diana Driessen.

It was moved by John Moore, seconded by Tom Driessen to approve the minutes of the December 18, 2019 Commission meeting as written.

All members voted aye.

Motion Carried

There was no public comment.

Manager of Generation & Substations Dave Pahl discussed the Structural Steel Package for the Combined Locks Substation Rebuild Project stating specifications were sent to six (6) manufacturers with four (4) bids being received. The following bids were received and evaluated:

Manufacturer	Total Price	Warranty (Years)	Lead Time	Exceptions
Meyers Steel Structures	\$76,084	1	June 12	Price does not include fiber glass grating
DIS-TRAN Steel, LLC	\$87,102	2	March 10	Price does not include fiber glass grating
Pinnacle Steel	\$90,256	1	March 13	None
LAX Fabricating	\$103,925	1	March 31	None
T&D Products, Inc.	No Bid	-	-	-
V&S Schuler Engineering	No Bid	-	-	-

Dave informed the Commission the lead time of the lowest bidder, Meyers Steel Structures, would cause a delay in the project by 2-3 months; the second lowest bidder, DIS-TRAN Steel met the required delivery date but failed to quote fiberglass grating as required in the specification; and Pinnacle Steel met all of the requirements of the specification. The budgeted amount for this item and tubular steel is \$73,342 making this item \$16,914 over budget and the reasons for the overages are due to increases in steel pricing due to tariffs and demand.

It was moved by John Moore, seconded by Tony Penterman to authorize the General Manager to award the bid to Pinnacle Steel in the amount of \$90,256 with the provisions that staff ask Pinnacle the questions presented by the Commission.

Roll Call Vote:

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

Motion Carried

General Manager Jeff Feldt reviewed the 2020 Work Plan with the Commission.

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

All members voted aye.

Motion Carried

General Manager Jeff Feldt reviewed the proposed 2020 Key Performance Indicators and Key Objectives.

It was moved by Pennie Thiele, seconded by Tony Penterman to approve the 2020 Key Performance Indicators and Key Corporate Objectives.

All members voted aye.

Motion Carried

Communications Coordinator Brittany Simonson discussed the 2020 Communications Plan.

General Manager Jeff Feldt reviewed the Final 2019 Work Plan, 2019 Key Corporate Objectives, and 2019 Key Performance Indicators.

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

General Manager Jeff Feldt reported for Energy Services Representative Steve Engebos in his absence.

Water Superintendent Kevin Obiala informed the Commission crews repaired two water main breaks since the last Commission meeting, they have also been testing large meters, continuing with the AMI meter conversion project, and working on miscellaneous winter projects.

Manager of Human Resources Denise Vanderloop informed the Commission second interviews have been scheduled with the selected candidates for the Journey Line Technician position, an offer was extended to a candidate for one of the Electro-Mechanical Technician position, and she interviewed a candidate for the Electrical Engineering Internship.

Manager of Generation & Substations Dave Pahl stated crews have been working on cooling water issues at Badger Plant and Combined Locks Plant installing backflush filters to reduce city water usage. He is continuing to work on the implementation of the Outage Management System (OMS) and GIS is working on year end updates. MJ Electric will be mobilizing January 20 to start work on the Combined Locks Substation project.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission the Hwy 96 Project is completed, crews have been working with contractors to bore the new feeder to the Combined Locks Substation, and working on small extension requests. Engineering is working on updating the estimation software.

Manager of Information Technology Don Krause informed the Commission staff has been working on virtualization hardware upgrades, working at Combined Locks Substation re-routing fiber, and Cybersecurity due to the Iranian threat.

Manager of Finance & Administration Clara Pickett stated staff is working on year end processing and finalizing MyAccount to be available to customers next month.

Director of Operations Mike Pedersen informed the Commission he submitted the Kaukauna City Plant Recreation Plan to the National Park Service, and the Federal Energy Regulatory Commission (FERC) approved the Invasive Species Plan for the Kaukauna City Plant. The 401 request has been submitted to the WDNR for the Kimberly Hydro Plant. Crews were at the Little Rapids Dam cleaning the causeway and doing trimming as required by the WDNR.

General Manager Jeff Feldt updated the Commission on the 2019 Safety Performance. The Holiday Party is January 24 at Electric City Lanes, the MEUW "Day at the Capitol" is February 13 in Madison, the APPA 2020 Legislative Rally is February 24-26 in Washington D.C., and the Electronics Recycling Event is April 25.

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

Motion Carried

It was moved by Tony Penterman, seconded by John Moore that checks numbered 532 through 552, and checks numbered 71086 through 71308 in the amount of \$8,750,560.25 be approved for payment.

Roll Call Vote:

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

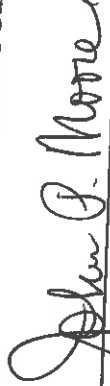
Motion Carried

It was moved by Tony Penterman, seconded by Tom Driessen to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 5:50 p.m.


 John P. Moore
 Secretary

Minutes taken by Amy Brick