

Kaukauna, WI  
January 20, 2021

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer via ZOOM Meetings. Commission Members present were John Moore, Pennie Thiele, Sue Hennes, Greg Lenz, Lee Meyerhofer, Tony Penterman, and Paul Van Berkel. Also present via teleconference were Jeff Feldt, Rachel Audette, Denise Vanderloop, Mike Pedersen, Don Krause, Eric Miller, Clara Pickett, Dave Pahl, Lonnie Pichler, Brian Delforge, and Amy Brick from KU, Steve Engebos from WPPI Energy, City Attorney Kevin Davidson, and Brian Roebke.

Mayor Tony Penterman stated he received a phone call from a City of Kaukauna resident who wanted to publicly thank Kaukauna Utilities employee, Josh Warden who noticed she had dropped her cell phone and drove away. Josh Warden picked it up and followed her to return it to her.

Brian Roebke, 429 Park Street, Kaukauna, asked if the Commission would take a moment to honor Karen Brooks and Diana Driessen who both recently passed away.

It was moved by John Moore, seconded by Pennie Thiele to approve the minutes of the December 16, 2020 Commission meeting.

All members voted aye.

Motion Carried

General Manager Jeff Feldt introduced Rachel Audette, the new Human Resources Director.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission KU utilizes a contractor to manage the growth of foliage that encroaches on our overhead electric lines, the current contract with Makovsky Brush Service (MBS) expires in February, 2021. Eric stated three bids were received with MBS being the lowest evaluated bid.

<u>Contractor</u>	<u>2021 Hourly Rates</u>				<u>Total</u>
	<u>Foreman</u>	<u>Trimmer</u>	<u>Truck</u>		
MBS	\$41.16	\$40.31	\$30.24		\$111.71
Asplundh	\$58.23	\$50.31	\$14.75		\$123.29
Zielies	\$60.16	\$53.72	\$24.68		\$138.56

Eric informed the Commission that MBS has been clearing KU's lines since 2010, they have done a satisfactory job for KU, are responsive during storm restoration work, and have also done well in communicating with the customers. The contract with MBS also includes a 3% annual increase to the figures stated above for 2022 and 2023. Further review of contract language was required by the Commission.

It was moved by Paul Van Berkel to table the motion until the next Commission meeting.

All members voted aye.

Motion Carried

Manager of Engineering & Electric Distribution Eric Miller informed the Commission KU utilizes a Contractor to locate our underground electric and water distribution facilities in response to calls that come from Digger's Hotline. KU received costs from two Contractor's for locating services:

<u>Contractor</u>	<b>Cost per Ticket</b>	
	<u>Standard (&lt;1 hr.)</u>	<u>Hourly (more than 1 hr.)</u>
Damage Prevention Services (DPS)	\$12.90	\$42.00
USIC	\$21.50	\$60.00

Eric informed the Commission the cost for locating services depends on the usage of the Digger’s Hotline on-call service and vary from year to year. KU spent \$64,903 in 2019 and \$80,627 in 2020 with the cost being split between both the electric and water. The contract with DPS is for 36 months and will expire on February 28, 2024 with no annual increase. Further review of contract language was required by the Commission.

It was moved by Paul Van Berkel to table the motion until the next Commission meeting

All members voted aye.

Motion Carried

Manager of Generation & Substations Dave Pahl discussed the replacement of the 2006 1-ton dump truck in the electric department and the 2008 3/4-ton pickup truck for the maintenance department. Six bids were received with the following results:

**V07 1-Ton Dump Truck Replacement - Budget \$65,000**

<u>Dealership</u>	<u>Model</u>	<u>Price</u>
Ewald Chevrolet	Silverado 3500	\$56,107
Ewald Ford	F-350	\$57,638
Ewald Ram	Ram 3500	\$57,895
Bergstrom Ram	Ram 3500	\$58,139
Gustman Chevrolet	Silverado 3500	\$58,654
Dorsch Ford	F-350	\$58,709

**V14 Plow Truck Replacement – Budget \$42,000**

<u>Dealership</u>	<u>Model</u>	<u>Price</u>
Ewald Ford	F-250	\$36,295
Dorsch Ford	F-250	\$36,400
Bergstrom Ram	Ram 2500	\$36,808
Ewald Ram	Ram 2500	\$37,243
Ewald Chevrolet	Silverado 2500	\$37,941
Gustman Chevrolet	Silverado 2500	\$38,600

Dave informed the Commission all of the quotes met the bid specifications with similar delivery times.

It was moved by John Moore, seconded by Sue Hennes, to authorize the General Manager to award the purchase of the 1-ton dump to Ewald Chevrolet for a 2021 Silverado 3500 as bid in the total amount of \$56,107.

Roll Call Vote:

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

Pennie Thiele aye  
Paul Van Berkel aye

Motion Carried

It was moved by Sue Hennes, seconded by Greg Lenz, to authorize the General Manager to award the purchase of the ¾-ton plow truck to Ewald Ford for a 2021 F-250 as bid in the total amount of \$36,295.

Roll Call Vote:

Pennie Thiele	aye
Paul Van Berkel	aye
Tony Penterman	aye
Greg Lenz	aye
Sue Hennes	aye
Lee Meyerhofer	aye
John Moore	aye

Motion Carried

General Manager Jeff Feldt reviewed the 2021 Work Plan with the Commission.

It was moved by Sue Hennes, seconded by Pennie Thiele to approve the 2021 Work Plan as presented.

All members voted aye. Motion Carried

General Manager Jeff Feldt reviewed the 2021 Key Performance Indicators and Key Corporate Objectives.

It was moved by John Moore, seconded by Greg Lenz to approve the 2021 Key Performance Indicators and Key Corporate Objectives as amended.

All members voted aye. Motion Carried

It was moved by Sue Hennes, seconded by John Moore to appoint Human Resources Director, Rachel Audette as the HIPPA Coordinator of Kaukauna Utilities.

All members voted aye. Motion Carried

It was moved by Tony Penterman, seconded by John Moore to appoint Human Resources Director, Rachel Audette as the ADA Coordinator of Kaukauna Utilities.

All members voted aye. Motion Carried

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

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

The Commission reviewed the Staff Reports.

General Manager Jeff Feldt informed the Commission four KU employees recently completed the MEUW Management Training Program; Randy Vercauteren, Electrical Technician, Joe Knowles, Mechanical Technician, Eugene Klister, Lead Water Technician, and Andy VandenHeuvel, Water Utility Technician. He stated with the addition of those four employees, 25 employees have completed the program. KU is utilizing the services of Utility Financial Services (UFS) to perform an independent financial analysis on moving the generation output at Kimberly Hydro from a Purchased Power Agreement with WPPI Energy to a Behind-the-Meter asset.

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 Tony Penterman, seconded by John Moore to approve the December accounts receivable write-offs.

Roll Call Vote:	John Moore	aye
	Pennie Thiele	aye
	Sue Hennes	aye
	Greg Lenz	aye
	Lee Meyerhofer	aye
	Tony Penterman	aye
	Paul Van Berkel	aye

Motion Carried

It was moved by Paul Van Berkel, seconded by John Moore that checks numbered 717 through 738, and checks numbered 73153 through 73384 in the amount of \$8,140,584.28 be approved for payment.

Roll Call Vote:	Tony Penterman	aye
	John Moore	aye
	Paul Van Berkel	aye
	Sue Hennes	aye
	Lee Meyerhofer	aye
	Pennie Thiele	aye
	Greg Lenz	aye

Motion Carried

It was moved by Tony Penterman, seconded by Pennie Thiele to adjourn.

All members voted aye.	Motion Carried
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The meeting ended at 5:09 p.m.

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John P. Moore  
Secretary

Minutes taken by Amy Brick