

Kaukauna, WI
June 19, 2024

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission Members present were Pennie Thiele, Sue Hennes, Greg Lenz, Lee Meyerhofer, Tony Penterman, and Paul Van Berkel. Also present were Michael Avanzi, Clara Pickett, Dave Pahl, Zach Moureau, Tara Schmitz, Hazael Becerra, Sam Brittnacher, Aiden Humphreys, Cooper Sanderfoot, Maddie Effa, and Amy Brick from KU, Richard Heinemann from Boardman Clark, Brian Roebke, and Frank Barth, WPPI Energy Services Manager.

It was moved by Pennie Thiele, seconded by Sue Hennes to excuse the absence of Commissioner John Moore.

All members voted aye.

Motion Carried

Human Resources Director Tara Schmitz introduced Youth Apprentices Cooper Sanderfoot (Water) and Aiden Humphreys (Electric) and IT Intern Maddie Effa. She also introduced Sam Brittnacher, the new IT Specialist. General Manager Michael Avanzi congratulated Pennie Thiele on her 5th anniversary being on the Commission.

It was moved by Greg Lenz, seconded by Sue Hennes to approve the minutes of the May 23, 2024 Commission meeting.

All members voted aye.

Motion Carried

Engineering & Operations Director Dave Pahl reminded the Commission about a previous discussion that was held where Outagamie County was requesting approval of a Conveyance of Rights Agreement and a Temporary Limited Easement for their work in rebuilding Cth Z in 2025. KU approached staff at Outagamie County asking them to clarify whether the utility would be permitted to replace three structures that were in question roughly where they are currently located or whether the county would require that they need to be moved farther back to the new edge of the right-of-way. Staff at the county stated the three structures in question will not require they be moved further back to the new right-of-way line.

It was moved by Greg Lenz, seconded by Tony Penterman to authorize the General Manager to approve and execute the Conveyance of Rights agreement, including a letter from Attorney Richard Heinemann from Boardman Clark as discussed, and the Temporary Construction Easement from Outagamie County for their planned work on rebuilding the CTH Z corridor in 2025.

All members voted aye.

Motion Carried

Engineering & Operations Director Dave Pahl discussed replacement of the low pressure water line from Crooks Avenue to #10 Well, through the alley between 9th and 10th Streets. Dave stated the line was installed in 1942 and has reached its end of life and needs replacing. The new line will be an 8” plastic water main that will be installed via pipe bursting. This installation method allows the contractor to expand the existing main and pull in the new main while making minimal disturbances to the surrounding soil. Five bids were received and evaluated with Scott Lamers Construction being the lowest bidder. The following five bids were received:

<u>Contractor</u>	<u>Project Total</u>
Scott Lamers Construction LLC	\$153,500
Carl Bowers & Sons Construction	\$165,700
Advance Construction	\$193,354
Vinton Construction	\$305,325
Mid City Corporation	\$406,700

It was moved by Sue Hennes, seconded by Greg Lenz to authorize the General Manager to award the contract for the low pressure water main relay project (WM24-03) to Well #10 to Scott Lamers Construction in the amount of \$153,500.

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

Motion Carried

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

General Manager Michael Avanzi reviewed highlights from the monthly department updates informing the Commission KU will be hosting a large customer lunch meeting on September 25th with speakers from WPPI Energy, American Transmission Company (ATC), MISO, and Focus on Energy. Reminder about the Summer Family Event on August 8th at La Follette Park. Unit #2 at Kaukauna City Plant shut down on June 4th due to a failed insulator on excitation brush holders. Repairs were made and the unit was back online June 7th. We had a good response to the billing inserts that were included in this month's bills, asking customers to update their contact information for emergencies. Over 1,700 updated their information and we've had 222 customers sign up so far for pre-authorized payment. Spectrum News ran a story on our hydro plants on May 10th. KU employees participated in a pantry pileup challenge and collected nearly 1,400 pounds of food, paper products, and cleaning supplies to donate to Loaves & Fishes in Little Chute. There has been a lot of media interest in our water study decision including stories from WHBY, WFRV (Channel 5) and the Times Villager. The first KU Connect – Business Edition was sent on June 5th. The Badger whitewater boating license amendment has been approved by FERC. The owner of the private well that failed inspection has completed the abandonment funding application and has until August 1st to coordinate with a contractor to complete the abandonment process. This will put us at 100% compliance with the private well program in the city. Finally, KU will hold a hazardous waste collection event on August 15th that will be by appointment only.

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. 196.137, including Kaukauna Utilities Write Off Journal details, Check Register details and Customer Usage and Billing.

It was moved by Paul Van Berkel, seconded by Sue Hennes to approve the May accounts receivable write-offs.

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

Motion Carried

It was moved by Sue Hennes, seconded by Paul Van Berkel that checks numbered 1543 through 1568, and checks numbered 80123 through 80364 in the amount of \$5,120,828.16 be approved for payment.

Roll Call Vote:

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

Motion Carried

It was moved by Pennie Thiele, seconded by Paul Van Berkel to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy with respect to litigation in which it is or is likely to become involved at 4:52 pm.

All members voted aye.

Motion Carried

It was moved by Tony Penterman, seconded by Sue Hennes to return to open session at 5:34 pm.

All members voted aye.

Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 5:36 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick