

Kaukauna, WI
May 23, 2024

The regular meeting of Kaukauna Utilities Commission was called to order at 2:00 p.m. by President Lee Meyerhofer. Commission Members present were John Moore, 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, Brittany Simonson, Andy Vanden Heuvel, Emily Brick, Landen Johnston, Brian Willms, and Amy Brick from KU, Richard Heinemann from Boardman Clark, Brian Roebke, Frank Barth, WPPI Energy Services Manager, Steve Engebos, WPPI Energy Services Manager, Jodi Dobson, partner at Baker Tilly, Jeff Wolford from CBS², and John Neumeier, City of Kaukauna Engineer.

General Manager Michael Avanzi introduced Frank Barth, WPPI Energy Services Manager. Frank will be replacing Steve Engebos, current WPPI Energy Services Manager who is retiring May 31st. He also introduced seasonal employees Landen Johnston and Emily Brick. Michael recognized employee Brian Willms, Engineering Technician, who will be retiring June 3rd after 19 years of service.

General Manager Michael Avanzi informed the commission KU has been awarded the MEUW 2023 Gold Safety Achievement Award.

It was moved by John Moore, seconded by Sue Hennes to approve the minutes of the April 24, 2024 Commission meeting.

All members voted aye.

Motion Carried

Finance & Administration Director Clara Pickett introduced Jodi Dobson, partner with Baker Tilly, who presented the audited financial statements and outlined the 2023 audit process. Ms. Dobson indicated that the audit had no irregularities, and the audit report accurately represents Kaukauna Utilities' financial position for the year ended December 31, 2023.

It was moved by John Moore, seconded by Pennie Thiele that the Commission accepts the 2023 Financial Statements as presented and edited by Baker Tilly and KU staff.

All members voted aye.

Motion Carried

General Manager Michael Avanzi reviewed the water study and recommendations from the Water Ad Hoc Committee.

It was moved by John Moore, seconded by Pennie Thiele to receive the water study, and place it on file.

All members voted aye.

Motion Carried

It was moved by Tony Penterman, seconded by Pennie Thiele to authorize the General Manager to proceed with Alternative 4 (New Water Treatment Plant Building at New Location) and change the water treatment process to Option 3 (Reverse Osmosis or Nanofiltration) as detailed in the water study. This includes moving the main filter plant and reservoir to proposed site #1 (next to the Kaukauna City pool) and expansion of Well #9 treatment plant (at Riverside Park) and also working with the city to

create the necessary developer's agreement for the purpose of transferring city properties to the utility. This should be done contingent upon receipt of all required permitting to include the Certificate of Authority from the Public Service Commission of Wisconsin.

Roll Call Vote:	John Moore	aye
	Pennie Thiele	aye
	Greg Lenz	aye
	Lee Meyerhofer	aye
	Paul Van Berkel	aye
	Sue Hennes	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 Journey Line Technician, Collin Hass, was recognized with the Lineman Award at the MEUW Annual Conference. The two Youth Apprentices will be starting on June 3rd. We are in the process of filling the IT Specialist position. Staff are working with DigiSage on the integration of online rebate forms. The Billing department mailed letters to customers requesting updated contact information and it also promoted customers to sign up for pre-authorized payment (PAP). Zach Moureau, Environmental & Compliance Manager presented at the National Hydropower Association Midwest Regional Meeting in Des Moines, Iowa. Compliance with the private well program is at 97%. There is one customer who owns a private well that failed inspection and is refusing to abandon the well. A letter was sent to the customer explaining the potential penalties associated with a public nuisance citation along with a final offer to provide funding to abandon the well. If that is unsuccessful, a public nuisance citation will be issued requiring abatement of the well by the property owner.

General Manager Michael Avanzi mentioned the article in the Commission packet on former KU employee Otto Rieth. Mr. Rieth was the longest tenured employee in the history of KU, being employed 46 years.

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 John Moore, seconded by Greg Lenz to approve the April accounts receivable write-offs.

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

Motion Carried

It was moved by Greg Lenz, seconded by Sue Hennes that checks numbered 1523 through 1542, check 79939, and checks numbered 79984 through 80122 in the amount of \$5,516,975.05 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 John Moore, seconded by Pennie Thiele to adjourn.

All members voted aye.	Motion Carried
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The meeting ended at 3:50 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick