

Kaukauna, WI
November 20, 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 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, Amme Storma, and Eric Miller from KU, Richard Heinemann from Boardman Clark, Brian Roebke, Frank Barth from WPPI Energy, Justin Fisher from Baird, and Laura Hetrick and Muhidin Lelic from Quanta.

It was moved by John Moore, seconded by Sue Hennes to approve the minutes of the October 16, 2024 Commission meeting as revised.

All members voted aye.

Motion Carried

Manager of Engineering & Project Management Eric Miller and representatives from Quanta provided an update on the Electric City Microgrid Project.

Finance & Administration Director Clara Pickett informed the Commission that it was recognized during the 2024 and 2025 budget process that KU would need to issue water bonds to finance the 2024-2026 water main replacements in the capital budget. Justin Fischer, Managing Director of Public Finance at Baird, reviewed the financing plan illustrating the proposed Water Bonds.

It was moved by Tony Penterman, seconded by Pennie Thiele to authorize Kaukauna Utilities to proceed with the issuance of the Water Revenue Bonds in the amount of \$7,725,000, subject to the parameter maximum interest rate of 5%.

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

Finance & Administration Director Clara Pickett informed the Commission there were no significant changes made since the proposed budget that was presented at the last Commission meeting on October 16, 2024.

It was moved by John Moore, seconded by Greg Lenz to approve the 2025 Electric and Water Operating and Capital Budgets.

Roll Call Vote:

Sue Hennes	aye
Lee Meyerhofer	aye
Greg Lenz	aye
Pennie Thiele	aye

Paul Van Berkel aye
John Moore aye
Tony Penterman aye

Motion Carried

Human Resources Director Tara Schmitz reviewed the revisions to the 2025 Personnel Policies and Employee Handbook.

It was moved by John Moore, seconded by Pennie Thiele to approve the 2025 Personnel Policies and Employee Handbook with changes as discussed.

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

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 all supervisors are meeting in the first week of December to review the 2025 compensation and handbook changes as well as safety manual updates. After that meeting, staff will review with all employees. He will be on vacation November 22nd through 27th. Clara Pickett will cover in his absence. He reminded the Commission that the December Commission meeting will be on Tuesday, December 17th.

Engineering & Operations Director Dave Pahl informed the Commission the Elm Street Turbine Diesel engine failed to start on a test run at the end of the annual fall outage. The maintenance team has been researching solutions to repair/replace this Cummins diesel engine built in the late 1960s. Options are to (1) rebuild the existing engine, (2) replace it with a used diesel engine that has widely available parts, (3) replace with a new diesel engine, (4) and replace it with an electric motor/vector drive combination. The contract with WPPI allows KU to have the unit out of the market for 60 days prior to incurring a penalty. This penalty will begin starting December 17th. Staff decided to move forward with a used diesel engine which should allow us to get the unit back online prior to the penalty period. The entire project cost should be between \$30,000-\$40,000. Since this was not budgeted but falls under the \$50K threshold, the General Manager authorized the purchase and informed the Commission President.

General Manager Michael Avanzi reported the rebate page is live on the KU website, giving customers the ability to complete all paperwork online. KU has once again been recognized by the American Public Power Association (APPA) with a Public Power Customer Satisfaction Award – Bronze Level - for providing excellent service. The award is the result of receiving high marks from customers in the areas of customer service, field personnel, communication, reliability, value, outage response, innovation, and overall satisfaction. Staff published a press release on the Water Treatment

Project to social media and the KU website. There is also a page dedicated to the Reverse Osmosis project on the KU website for customers to see details, background information, and ongoing updates.

Environmental & Compliance Manager Zach Moureau informed the Commission that the piping repair and backfilling of the excavation at the Island Street fuel oil leak has been completed. Conditions continue to improve with the recent precipitation and there is no sheen present within the Konkapot Creek, and the absorbents have been removed. KU is currently working with the spill consultant, WPPI, and the WDNR on the next steps.

General Manager Michael Avanzi reported that KU has been selected as one of the recipients of the WDNR's Recycling Excellence Award for efforts related to recycling. Efforts highlighted in KU's application include our electronics recycling and hazardous materials collection events, plastic bag recycling, and many other recycling efforts.

General Manager Michael Avanzi provided a list of events for 2025 for MEUW and WPPI and highlighted a few that would be good for commissioners to attend.

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 October accounts receivable write-offs.

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 Greg Lenz, seconded by Sue Hennes that checks numbered 1668 through 1688, 10000 through 10017, and checks numbered 80988 through 81222 in the amount of \$6,403,171.49 be approved for payment.

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 John Moore, seconded by Tony Penterman to adjourn to closed session pursuant to Wis. State Statute 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation at 6:46 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Tony Penterman to return to open session at 7:13 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Tony Penterman to approve the new organization chart as presented during the duration of the water treatment system project.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Greg Lenz approve the recommended salary change as proposed, effective retroactively back to November 1 and through the remainder of 2024 and for the calendar year of 2025.

All members voted aye.

Motion Carried

It was moved by Tony Penterman, seconded by Sue Hennes to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 7:14 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick