

Kaukauna, WI
January 22, 2025

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, 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, Sam Brittnacher, Hazael Becerra, Don Krause, and Amy Brick from KU; Brian Roebke; Mallory Kleven, WPPI Senior Rates Analyst-Team Lead; Tim Fawcett, Vice President of Cyber Security Consulting with Guernsey; Frank Barth, WPPI Energy Services Manager; and Richard Heinemann from Boardman Clark.

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

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to approve the minutes of the December 17, 2024 Commission meeting.

All members voted aye.

Motion Carried

Mallory Kleven, Rate Analyst of WPPI Energy, gave a presentation regarding the proposed electric rate increase to the Commission.

It was moved by John Moore, seconded by Greg Lenz to authorize finalizing and submitting of the 2025 Electric Rate Study to the Public Service Commission of Wisconsin.

All members voted aye.

Motion Carried

General Manager Michael Avanzi reviewed the revised 2025 Work Plan with the Commission.

It was moved by John Moore, seconded by Greg Lenz to approve the 2025 Work Plan as presented.

All members voted aye.

Motion Carried

Commissioner Pennie Thiele arrived at 4:36 p.m.

General Manager Michael Avanzi reviewed the 2025 Key Performance Indicators with the Commission.

It was moved by John Moore, seconded by Sue Hennes to approve the 2025 Key Performance Indicators as presented.

All members voted aye.

Motion Carried

General Manager Michael Avanzi reviewed the 2024 Work Plan and Key Performance Indicators.

It was moved by Pennie Thiele, seconded by Tony Penterman to approve the final 2024 Work Plan and Key Performance Indicators.

All members voted aye.

Motion Carried

General Manager Michel Avanzi provided the quarterly update on the Strategic Intent.

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 the all employee meeting was held today and, in the meeting, he reviewed the 2024 safety year in review, discussed the 2025 safety theme of “Safety FIRST – at work, at home, everywhere”, unveiled the new quarterly safety newsletter, discussed the 2025 organizational theme of teamwork, and Hazael Becerra presented on artificial intelligence and cybersecurity. He reminded the Commission the MEUW Day at the Capitol is February 5th, the Holiday Party is Friday, January 24th, and the APPA Legislative Rally is February 24-26. Caden Klapperich has accepted the Engineering Internship/Co-op position and is expected to start on Monday, January 27th. Temporary employee, Ebrahim Marong, started January 9th in the Accounting department and will be covering for an employee who will be out on medical leave until mid-April.

Engineering & Operations Director Dave Pahl provided an update on the loss of the transformer at Kaukauna North Substation informing the Commission staff were unable to find a used direct replacement and instead, found that utilizing the spare transformer we have in the pole yard with a grounding transformer will be the most feasible solution. WE Energies may have a grounding transformer we can rent/purchase. The Elm Street Turbine Diesel Engine went back into the market on January 3rd.

General Manager Michael Avanzi stated the work for the water revenue bond issuance and the rating phone call with Standard and Poor’s was completed on December 17th. We received an outstanding A+ rating with a stable outlook. The warehouse staff completed the year-end inventory counts and reconciliation with adjustments of only \$645 of a total of \$2,904,992 electric and water inventory (0.02%). The line crew also stepped up to help with the year-end counting during the cold weather. The 2024 Year in Review is available on our website. Staff continue to work with the Grid Deployment Office on a highlight video for the microgrid project.

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 Pennie Thiele to approve the December 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 Tony Penterman, seconded by Pennie Thiele that checks numbered 1708 through 1725, 10033 through 10055, and checks numbered 81353 through 81497 in the amount of \$9,101,196.81 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 Greg Lenz to adjourn to closed session pursuant to Wis. State Statute 19.85(1)(d) except as provided in s. 304.06(1)(eg) and by rule promulgated under s. 304.06(1)(em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention at 5:47 p.m.

All members voted aye.	Motion Carried
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It was moved by John Moore, seconded by Sue Hennes to return to open session at 6:40 p.m.

All members voted aye.	Motion Carried
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It was moved by John Moore, seconded by Greg Lenz to adjourn.

All members voted aye.	Motion Carried
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The meeting ended at 6:41 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick