

Kaukauna, WI
April 15, 2020

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer via ZOOM Meetings due to the COVID-19 pandemic. Commission Members present were Tony Penterman, Sue Hennes, John Moore, Pennie Thiele, Lee Meyerhofer, Tom Driessen, and Greg Lenz. Also present via teleconference were Jeff Feldt, Denise Vanderloop, Mike Pedersen, Don Krause, Eric Miller, Kevin Obiala, Clara Pickett, Dave Pahl, Lonnie Pichler, and Amy Brick from KU, City Attorney Kevin Davidson, Karen Brooks, and Steve Engebos from WPPI Energy also joined via teleconference.

It was moved by Tony Penterman, seconded by John Moore to approve the minutes of the March 18, 2020 Commission meeting as written.

All members voted aye.

Motion Carried

There was no public comment.

General Manager Jeff Feldt discussed the Baker Tilly Organizational and Operational Review Proposal. Jeff informed the Commission that over the next 18 months, six management staff with over 200 years of experience will be retiring from KU. He stated he contacted Baker Tilly to help KU navigate through the challenge and requested they submit a proposal to conduct an Organization and Operational review of KU. Jeff stated Baker Tilly will perform an organizational assessment, conduct an operational review of IT functions, evaluate HR functions to ensure that KU and the City needs are met moving forward, and they will review our current succession plan.

It was moved by Pennie Thiele, seconded by John Moore to approve the proposal submitted by Baker Tilly to perform an Organizational and Operational Review at the not-to-exceed amount of \$47,199 plus 10% contingency of \$4,700 in conjunction with the 2020 Strategic Plan “Knowledge Transfer” Key Initiative.

Roll Call Vote:

Lee Meyerhofer	aye
Tom Driessen	aye
Greg Lenz	aye
Sue Hennes	aye
Tony Penterman	aye
John Moore	aye
Pennie Thiele	aye

Motion Carried

There was discussion regarding the COVID-19 pandemic and the precautions KU has taken to protect the public and employees during this time.

General Manager Jeff Feldt discussed the 2020 Work Plan and Key Performance Indicators for the 1st Quarter.

General Manager Jeff Feldt informed the Commission KU received approval from the Public Service Commission (PSC) that credit card fees can be collected through rates beginning March 24

through the duration of the public health emergency until further notice by the PSC. KU received the APPA Reliable Public Power Provider (RP3) "Diamond" Certification for 2020-2023 and also the APPA 2020 Safety Award.

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 John Moore, seconded by Tom Driessen to approve the accounts receivable write-offs.

Roll Call Vote:	Greg Lenz	aye
	Pennie Thiele	aye
	Lee Meyerhofer	aye
	John Moore	aye
	Sue Hennes	aye
	Tony Penterman	aye
	Tom Driessen	aye

Motion Carried

It was moved by John Moore, seconded by Sue Hennes that checks numbered 582 through 594, and checks numbered 71571 through 71812 in the amount of \$3,144,771.87 be approved for payment.

Roll Call Vote:	John Moore	aye
	Tony Penterman	aye
	Greg Lenz	aye
	Pennie Thiele	aye
	Tom Driessen	aye
	Sue Hennes	aye
	Lee Meyerhofer	aye

Motion Carried

General Manager Jeff Feldt along with the Utility Commission congratulated Kevin Obiala on his upcoming retirement.

It was moved by John Moore, seconded by Tony Penterman to adjourn.

All members voted aye.	Motion Carried
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The meeting ended at 4:54 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick