

Kaukauna, WI
July 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 John Moore, Pennie Thiele, Sue Hennes, Greg Lenz, Lee Meyerhofer, and Tony Penterman. Also present via teleconference were Jeff Feldt, Don Krause, Eric Miller, Clara Pickett, Dave Pahl, and Amy Brick from KU, Steve Engebos from WPPI Energy, Attorney Kevin Davidson, Karen Brooks, and Brian Roebke.

It was moved by John Moore, seconded by Sue Hennes to excuse Commissioner Tom Driessen's absence.

All members voted aye.

Motion Carried

There was no public comment.

It was moved by John Moore, seconded by Greg Lenz to approve the minutes of the June 17, 2020 Commission meeting as written.

All members voted aye.

Motion Carried

There was discussion regarding the COVID-19 pandemic.

General Manager Jeff Feldt reviewed the 2020 Work Plan and Key Performance Indicators for the 2nd Quarter.

General Manager Jeff Feldt provided an update on the 2020 Strategic Plan.

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

Staff reports:

Manager of Finance & Administration Clara Pickett informed the Commission the PSC issued an order stating utilities can resume disconnection on or after July 25 for accounts with a past due balance. Customer Service launched a new customer portal called MyAccount and she stated staff from the Warehouse have been doing a great job keeping the facilities clean with daily disinfecting.

Manager of Engineering & Electric Distribution Eric Miller informed the Commission crews have been working in Hurkman Heights Subdivision and also installed a 1500 kVA transformer at the Outagamie County Recycling Center. Eric also stated the crews did an amazing job during our recent outages.

Manager of Generation & Substations Dave Pahl informed the Commission the control building, outdoor breakers, and steel structures are completed on the new Combined Locks Substation. Dave stated there will be a delay in delivery of the switchgear; therefore, completion of the substation will be delayed until the end of October.

Energy Services Representative Steve Engebos reviewed the June Energy Services Report.

Manager of Information Technology Don Krause informed the Commission staff is testing a new phishing feature from Infosec that allows employees to report suspicious emails directly to the IT department.

General Manager Jeff Feldt provided an update on the Baker Tilly Organizational and Operational Review. KU received the Environmental Assessment from FERC for Kimberly Hydro, and staff will be updating the ordinance on the Customer-Owned Lead Service Lateral Replacement Program. Dave Pahl informed the Commission all of the roof-top solar panels have been installed on the Warehouse and it should be generating by the end of July.

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 Tony Penterman to approve the accounts receivable write-offs.

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

Motion Carried

It was moved by Pennie Thiele, seconded by Greg Lenz that checks numbered 629 through 643, and checks numbered 72090 through 72260 in the amount of \$4,719,938.97 be approved for payment.

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

Motion Carried

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

All members voted aye.	Motion Carried
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The meeting ended at 4:59 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick