

Kaukauna, WI
November 18, 2020

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer via ZOOM Meetings. Commission Members present were John Moore, Pennie Thiele, Sue Hennes, Greg Lenz, Lee Meyerhofer, Tony Penterman, and Paul Van Berkel. Also present via teleconference were Jeff Feldt, Denise Vanderloop, Mike Pedersen, Don Krause, Eric Miller, Clara Pickett, Dave Pahl, Brian Delforge, and Amy Brick from KU, and Brian Roebke.

There was no public comment.

It was moved by Tony Penterman, seconded by John Moore to approve the minutes of the October 21, 2020 Commission meeting.

All members voted aye.

Motion Carried

Manager of Human Resources Denise Vanderloop discussed the employee handbook policy revisions. Denise informed the Commission there were minor changes to six (6) of the current policies:

Employee Recognition Program – delete the word “Visa” in the 2nd and 4th paragraphs and change the word “will” to “may” in the 4th paragraph.

Health Insurance – modify the wording in the 1st paragraph and add Supplemental Dental.

Retiree Health Insurance – added verbiage under Non-Disability Retirement

Retiree Spouse Health Insurance – deleted

Bulletin Board – deleted the entire policy and added that KU will be transitioning to an electronic employee intranet

Call-In Pay – removed the wording “or scheduled” in the first paragraph

It was moved by Sue Hennes, seconded by John Moore to approve the Employee Handbook Policy addition and revisions as presented.

All members voted aye.

Motion Carried

Manager of Finance & Administration Clara Pickett presented the 2021 Operating and Five Year Capital Budgets. Jeff informed the Commission no significant changes were made since the proposed budget was presented at the October Commission meeting.

It was moved by Pennie Thiele, seconded by Greg Lenz to approve the 2021 Electric and Water Operating and Five Year Capital Budgets.

Roll Call Vote:

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

Motion Carried

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

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 Paul Van Berkel, seconded by John Moore to approve the October accounts receivable write-offs.

Roll Call Vote:

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

Motion Carried

It was moved by Sue Hennes, seconded by John Moore that checks numbered 684 through 706, and checks numbered 72789, and 72844 through 72985 in the amount of \$5,551,554.58 be approved for payment.

Roll Call Vote:

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

Motion Carried

It was moved by John Moore, seconded by Pennie Thiele to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluations: Employee Compensation & Benefits at 4:51 p.m.

All members voted aye.

Motion Carried

It was moved by Tony Penterman, seconded by Sue Hennes to return to open session at 5:40 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Pennie Thiele to approve the Personnel Committee approved 2021 Wage & Compensation adjustments as presented and amended.

All members voted aye.

Motion Carried

It was moved by Paul Van Berkel, seconded by Tony Penterman to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 5:43 p.m.

Minutes taken by Amy Brick

John P. Moore
Secretary