

Kaukauna, WI
May 18, 2022

The regular meeting of Kaukauna Utilities Commission was called to order at 5:00 p.m. by President Lee Meyerhofer. Commission Members present were John Moore, Pennie Thiele, Sue Hennes, Lee Meyerhofer, Tony Penterman, and Paul Van Berkel. Also present were Michael Avanzi, Rachel Audette, Zach Moureau, Eric Miller, Andy Vanden Heuvel, and Amy Brick from KU. Also present were City Attorney Kevin Davidson, Brian Roebke, Steve Engebos from WPPI Energy, and Jodi Dobson, partner at Baker Tilly.

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

All members voted aye.

Motion Carried

There was no public comment.

It was moved by Tony Penterman, seconded by Sue Hennes to approve the minutes of the April 20, 2022 Commission meeting as amended.

All members voted aye.

Motion Carried

General Manager Michael Avanzi introduced Jodi Dobson, partner with Baker Tilly, who presented the audited financial statements and outlined the 2021 audit process. Ms. Dobson indicated that the audit had no irregularities and the audit report accurately represents Kaukauna Utilities' financial position for the year ended December 31, 2021.

It was moved by Tony Penterman, seconded by Pennie Thiele that the Commission accepts the 2021 Financial Statements as presented and edited by Baker Tilly and KU staff.

All members voted aye.

Motion Carried

Environmental & Compliance Manager Zach Moureau discussed the Kimberly Hydro Plant Draft Tube Concrete Repair Project and the required Dive Inspections at Kaukauna City Plant and Combined Locks Plant informing the Commission the Federal Energy Regulatory Commission (FERC) requires underwater dive inspections every five years and a sounding survey at the Combined Locks Plant. Dive inspections were last completed in 2017. Proposals for the FERC required dive inspections and Kimberly Hydro Plant draft tube concrete repair were received from two contractors. The proposal from Veit & Company, Inc. included \$79,500 for diving services and the sounding survey but only \$45,000 was budgeted (operations and maintenance budget) for these services in 2022 which would result in \$34,500 over the 2022 budgeted amount. This overage can be absorbed into the overall compliance budget as several other projects will be under budget. The Kimberly Hydro Concrete Repair Project is required by FERC due to discrepancies noted during the 2020 dive inspections conducted at the Plant. Veit & Company, Inc. performed the dive inspections and are familiar with the necessary work. This project was identified as a capital improvement project (G22-06) included in the 2022 budget for \$100,000. Two bids were received and evaluated as follows:

	Contractor	
	Veit & Company, Inc.	Ballard Marine Construction
Kimberly Hydro Concrete Repair	\$95,000	\$212,000
Combined Locks Hydro Dive Inspection	\$32,500	\$32,500
Combined Locks Hydro Sounding Survey	\$11,000	\$38,000
Kaukauna City Hydro Dive Inspection	\$36,000	\$25,000
Performance Bond	\$3,000	\$3,400
TOTAL	\$177,500	\$310,900

It was moved by John Moore, seconded by Sue Hennes to authorize the General Manager to award the contract to Veit & Company, Inc. in the total amount of \$177,500 for the Kimberly Hydro Plant Draft Tube Concrete Repair Project and FERC required dive inspections at the Kaukauna City Hydro Plant and Combined Locks Hydro Plant.

All members voted aye.

Motion Carried

Water Superintendent Andy Vanden Heuvel discussed the roof replacement on the Main Filter Plant reminding the Commission at the April Commission meeting, there were concerns about the roof leaking. Andy met with a representative from Harry E. Wendlandt Co. who informed him that moisture inside of spancrete can cause spalling with freezing and thawing and that his recommendation is to replace the roof rather than repair it due to the roof being deteriorated. The current roof is over forty years old and would be replaced with a PVC roof.

It was moved by Sue Hennes, seconded by Paul Van Berkel to authorize the General Manager to award the contract to Harry E Wendlandt Co. in the total amount not to exceed \$36,481.67 for the Main Filter Plant Roof.

All members voted aye.

Motion Carried

Water Superintendent Andy Vanden Heuvel discussed the proposed Water System Study informing the Commission the funds for the study have been requested to from the American Relief Plan Act (ARPA) fund. The study is needed due to all of the growth on the south side of Kaukauna as well as additional regulations on contaminants in water systems. Proposals received range from \$45,100 - \$79,500.

It was moved by Tony Penterman, seconded by Pennie Thiele to authorize the General Manager to award the contract for the Water System Study to CBS Squared in the amount not to exceed \$50,000 if ARPA Funds become available.

All members voted aye.

Motion Carried

The Commission reviewed the monthly reports. There was a lengthy discussion regarding outages and the Outage Management System (OMS).

General Manager Michael Avanzi reviewed highlights from the monthly department updates informing the Commission the process for the chemical switchover in the filter plants started this week. There was a water break on the 16" ductile line located on Tower Drive, crews replaced around 90' of pipe. This pipe is in really bad shape and is currently in the budget in 2029 for replacement. The

deadline to apply for the Relief System Operator position was Monday, we received ten applications. Two youth apprentices have been hired; one will be in the IT Department and the other will be in the Maintenance Department and they will start June 13th. The High 5 Employee Recognition Program has been a great success with over 20 High 5's already handed out. Staff completed the restatement of the 401A plan that occurs every six years and is required by the IRS. Communications Coordinator, Brittany Simonson, launched the water department campaign focusing on the chemical changeover posting to the KU website, social media, and the Times Villager. Customers also received a direct piece of mail. There will be an open house at Well #8 on June 7 from 2:00 p.m. – 6:00 p.m., customers are invited to stop by and ask questions, tour the well, and learn about the filtration process. We had a successful Electronics Recycling event collecting 34,414 pounds of recyclable material. May is National Electrical Safety Month and we will be promoting this. There was a complete mill outage at Midwest Paper Group to allow our crews to de-energize the 138 kV bus at the Combined Locks Substation to install the static line over the top of the substation. Plans are in progress to hire a Virtual Chief Information Officer to assist KU with a technology road map and current state assessment of the IT department. He attended the open meeting at the Public Service Commission today and there were two contested issues: the Wholesale Delivery Service Agreement and the fixed charge on the residential customers. Disconnection notices continue to be sent to customers who have a past due balance of \$500 or more. We sent out 261 notices for the April 27th disconnection date and there were 28 residential disconnections. The first Strategic Planning Committee meeting was May 6th and the next one is scheduled for May 25th. KU has about \$900K worth of projects that have been recommended to the Common Council for consideration on the ARPA funding list. He was elected to the MEUW Board of Directors as an Alternate Director and also nominated for the Executive Committee of WPPI Energy and is up for election on Thursday, May 19th at their Board Meeting. KU received the MEUW 2021 Gold Safety Award. Lee Meyerhofer received the Philip F. La Follette Public Official 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. 196.137, including Kaukauna Utilities Write Off Journal details, Check Register details and Customer Usage and Billing.

It was moved by John Moore, seconded by Sue Hennes to approve the April accounts receivable write-offs.

Roll Call Vote:	John Moore	aye
	Sue Hennes	aye
	Tony Penterman	aye
	Lee Meyerhofer	aye
	Pennie Thiele	aye
	Paul Van Berkel	aye

Motion Carried

It was moved by Sue Hennes, seconded by John Moore that checks numbered 987 through 1002, 1004 and checks numbered 76077 through 76231 in the amount of \$3,507,886,26 be approved for payment.

Roll Call Vote:	Tony Penterman	aye
	John Moore	aye
	Paul Van Berkel	aye
	Sue Hennes	aye
	Lee Meyerhofer	aye

Pennie Thiele aye

Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 6:16 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick