

Kaukauna, WI
September 21, 2022

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission Members present were Pennie Thiele, Sue Hennes, Greg Lenz, Lee Meyerhofer, Tony Penterman, and Paul Van Berkel. Also present were Michael Avanzi, Clara Pickett, Dave Pahl, Andy Vanden Heuvel, Eric Miller, Zach Moureau, and Amy Brick from KU. Also present were Brian Roebke, and City Attorney Kevin Davidson.

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

All members voted aye.

Motion Carried

There was no public comment.

It was moved by Pennie Thiele, seconded by Greg Lenz to approve the minutes of the August 17, 2022 Commission meeting.

All members voted aye.

Motion Carried

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 kickoff meeting for the Water System Study was held September 19 and as a reminder, the City is providing ARPA funds for the study. Human Resources is currently interviewing for the Engineering & Operations Director position. We received two internal applications and five external applications. Due to a resignation in the Water Department; we are accepting internal and external applications for a Water Utility Technician until September 26. The employee engagement survey was sent to employees on September 14 with a due date of September 28. Results will be shared with the Commission. Staff is working with QTI to complete the compensation study. Results of the study will be presented to the Personnel Committee and the Commission with recommendations for this year. The Strategic Intent, New Customer Welcome Packet, Understanding Your Bill, and our very first quarterly newsletter have all been added to the website. The last electric AMI meter was installed today and KU is 100% smart meters; electric and water. IT installed a new firewall that has downgraded the cyber security threat from yellow to blue. Staff is continuing to work with the Virtual Chief Information Officer on the IT technology road map to determine the best path moving forward. The new electric rates went into effect September 1. Unfortunately there were some unexpected changes to the concrete repair project at Kimberly Hydro that will increase the cost of the project approximately 70%. Staff developed the application for private well abandonment that has been sent to the homeowners that have an active well. Funding is being provided by ARPA funds and will be awarded on a first come, first serve basis. KU received the 2022 Sanitary Survey Report from the WDNR with minor deficiencies being identified. Michael informed the Commission about upcoming events; the large customer breakfast is September 29 at 7:30 a.m. at the Park and Rec building; the annual EV show is on October 1 in Hydro Park; Public Power Week celebration is October 4 in Hydro Park where there will be some fun activities from 4:00 – 5:30 and from 5:00 – 6:30 in the Commission Room, we are holding a Community Conversation; on October 5 there will be another Community Conversations event from 11:00 – noon in the Commission Room for those customers who were unable to attend on October 4. Commissioners are

encouraged to attend. KU implemented new visitor guidelines for the main office building and the warehouse. Visitors will now need to sign in and wear a visitor badge. Michael presented to the Commission an award he received at the WPPI Annual Meeting recognizing KU for our 110 yr. anniversary. Michael recognized Commissioner Paul Van Berkel for his two years on the Commission and Commissioner Greg Lenz for his fifth year on the Commission.

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 Pennie Thiele, seconded by Sue Hennes to approve the August accounts receivable write-offs.

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

Motion Carried

It was moved by Greg Lenz, seconded by Sue Hennes that checks numbered 1064, 1067 through 1086, and checks numbered 76782 through 76933 in the amount of \$5,881,096.30 be approved for payment.

Roll Call Vote:	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 Tony Penterman, seconded by Sue Hennes to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy with respect to litigation in which it is or is likely to become involved at 4:25 p.m.

All members voted aye.

Motion Carried

It was moved by Tony Penterman, seconded by Pennie Thiele to return to open session at 5:33 p.m.

All members voted aye.

Motion Carried

It was moved by Paul Van Berkel, seconded by Tony Penterman to authorize the General Manager to execute the proposed retainer agreement provided by Napoli Shkolnik, PLLC to represent KU in the PFAS cost recovery program.

Roll Call Vote:

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

Motion Carried

It was moved by Pennie Thiele, seconded by Sue Hennes to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy with respect to litigation in which it is or is likely to become involved at 5:35 p.m.

All members voted aye. Motion Carried

It was moved by Sue Hennes, seconded by Pennie Thiele to return to open session at 6:00 p.m.

All members voted aye. Motion Carried

It was moved by Paul Van Berkel, seconded by Greg Lenz to authorize the General Manager to enter into an agreement with Perkins Coie not to exceed \$45,000 to file a petition for judicial review of the electric rate case.

Roll Call Vote:

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 Pennie Thiele, seconded by Tony Penterman to adjourn.

All members voted aye. Motion Carried

The meeting ended at 6:01 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick