

Kaukauna, WI
August 15, 2023

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by Secretary John Moore. Commission Members present were John Moore, Pennie Thiele, Sue Hennes, Greg Lenz, Tony Penterman, and Paul Van Berkel. Also present were Michael Avanzi, Clara Pickett, Dave Pahl, Tara Schmitz, and Hazael Becerra from KU. Also present was City Attorney, Kevin Davidson, and Brian Roebke.

It was moved by Tony Penterman, seconded by Pennie Thiele to excuse Commissioner Lee Meyerhofer'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 July 27, 2023 Commission meeting as amended.

All members voted aye.

Motion Carried

General Manager Michael Avanzi discussed the potential to add a Junior Mechanical Technician position stating the position would be full-time, non-exempt with an hourly wage range of \$20-\$22 per hour. Due to upcoming retirements in the next 2-5 years of two employees with over 43 years of combined experience at KU in the Maintenance department, staff feels it is the right time to add this position to allow for as much knowledge transfer as possible. Ideal candidates would be those that are currently enrolled or planning to enroll in an associate degree related to the mechanical field or would like to pursue the maintenance mechanic registered apprenticeship or a former youth apprentice in a maintenance mechanic program. The Utility Commission approved hiring a youth apprentice in the maintenance department at the February 2023 meeting; however, staff has struggled finding a youth apprentice for that role. With the retirement spanning an estimated 2-5 years, we are not in immediate need of hiring someone who already possesses mechanical tech skills and experience, rather someone who shows an interest and is willing to learn.

It was moved by Tony Penterman, seconded by Greg Lenz to authorize the General Manager to hire a full-time, non-exempt Junior Mechanical Technician with a pay range of \$20-\$22 hourly.

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 Ad Hoc Committee - Water has been created and the members are Lee Meyerhofer, John Moore, Greg Lenz, and Paul Van Berkel. The first meeting is September 8th. The Ad Hoc Committee – WPPI Contracts is also meeting on September 8th, right after the Ad Hoc Committee – Water. The Finance & Personnel Committee will meet October 3rd and go through the 2024 budget and all the personnel and wage adjustments for 2024. The Commission Workshop is in the process of being finalized. He will be on vacation August 27th through September 7th and Zach Moureau will be covering

for him. The EV car show at Hydro Park is Saturday, September 23rd. Fox Valley Technical College (FVTC) completed the first of three customer service training sessions on August 2nd. Cohort 2 completed their 3rd leadership training session on August 9th. We were approved for another year of Workforce Grant training funds which covers 50% of the cost of training with FVTC. Designs are being finalized for the electric extension to the Kimberly Hydro Plant. The Public Service Commission (PSC) sent the revenue requirement and came back with a rate of return for water of 6.2% and an estimated 35% overall increase in rates. KU hosted a MyAccount refresher training for WPPI members on August 3rd with an estimated 28 participants. KU is sponsoring the Kaukauna Public Library Fairy Walk on Monday, August 21st at 1000 Islands. Carbon footprint goals have been set for KU. We will have one goal for KU and another goal for KU's energy supply. KU's carbon footprint goal will incorporate fuel usage, natural gas usage, and a carbon offset from donated or planted trees and sponsored tree sales information. In 2022, our carbon footprint using our GHG emission rate was 2.38 lbs/MWh. The goal for 2025 is 2.02 lbs/MWh which is a 15% decrease. This decrease will be accomplished through EV fleet conversion and natural gas usage efficiency improvements. We also created a long-term goal for energy supply. In 2022, the energy supply GHG emission rate was 799 lbs/MWh but we have created a long-term goal of 600 lbs/MWh for 2035. This is a 25% decrease from 2022.

Finance & Administration Director Clara Pickett reviewed the 2024 Budget Schedule.

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 Sue Hennes, seconded by Greg Lenz to approve the July accounts receivable write-offs.

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

Motion Carried

It was moved by Paul Van Berkel, seconded by Tony Penterman that checks numbered 1316 through 1337, and checks numbered 78571 through 78740 in the amount of \$6,310,580.73 be approved for payment.

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

Motion Carried

It was moved by Sue Hennes, seconded by Greg Lenz to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 5:00 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick