

Kaukauna, WI
November 15, 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 John Moore, Pennie Thiele, Sue Hennes, Greg Lenz, Lee Meyerhofer, Tony Penterman, and Paul Van Berkel. Also present were Michael Avanzi, Clara Pickett, Dave Pahl, Rachel Audette, Don Krause, Zach Moureau, and Amy Brick from KU. Also present were City Attorney Kevin Davidson, and Steve Engebos, WPPI Energy.

There was no public comment.

It was moved John Moore, seconded by Greg Lenz to approve the minutes of the October 26, 2022 Commission meeting.

All members voted aye.

Motion Carried

Finance & Administration Clara Pickett informed the Commission there were no significant changes made since the proposed budget was presented at the Finance & Personnel Committee meeting on November 8, 2022.

It was moved by Pennie Thiele, seconded by Tony Penterman to table approval of the 2023 budget until after Item #14 on the agenda.

All members voted aye.

Motion Carried

Human Resources Director Rachel Audette informed the Commission there were no significant changes made to the employee handbook policy revisions since the Finance & Personnel Committee meeting on November 8, 2022

It was moved by Pennie Thiele, seconded by Tony Penterman to approve the Employee Handbook policy additions and revisions effective January 1, 2023 as presented.

Roll Call Vote

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

Motion Carried

General Manager Michael Avanzi informed the Commission he is proposing a change to the Commission Compensation informing them the last time their compensation was adjusted was January 1, 2015. Due to this being a conflict of interest to vote on their own compensation, there was no vote and was presented as an information only item.

The Commission reviewed the Electric and Water Financial Statements and the monthly reports. Commissioner Pennie Thiele commented on the Electric Outage Report stating it amazes her how quickly power gets restored on the outages that KU has. That is a testament to the quality of service KU provides to our customers.

General Manager Michael Avanzi reviewed highlights from the monthly department updates informing the Commission the final round of water sampling has been completed for the Wisconsin Department of Natural Resources (WDNR) and have had outstanding results with holding the chlorine residual out in the system since the chemical changeover. Our new Water Utility Technician, Jon Novak, started yesterday. There is currently an open position for a Relief System Operator that is due to an upcoming retirement in System Operations. The Safety Committee made a unanimous decision to move back to MEUW's Regional Safety Program starting in 2023. MEUW has made some significant changes in the last two years since we left their program and feel confident about giving their program another chance. We will also be using the League of Wisconsin Municipalities online training program for additional training and as a potential back-up method if employees are on vacation or out of the office for the scheduled training. KU received notice from CNA Insurance that we will receive full reimbursement (\$106,762.96) for the removal and installation costs due to the gearbox failure at the Combined Locks Plant. Also, the insurance policy maximum for loss generation is \$500,000 and we will receive that as well. Any funds received for lost generation will be refunded directly back to the customers. Erik Hernandez (Relief System Operator) will be on his own starting in the middle of December. The City has decided to split our shared IT services and hired KU IT Specialist, Tim Taplin as their IT Manager creating a vacancy in our IT Department. Don Krause and Tim Taplin meet on a regular basis to ensure a smooth transition. S&P Global completed the bond rating review and has affirmed our rating of "A" Stable.

General Manager Michael Avanzi reviewed the follow-up items from the October Commission meeting and the November Finance & Personnel Committee meeting. The Beneficial Electrification and Environmental Responsibility Plan will be discussed at the December Commission meeting; however, if the Commission has any questions prior to that, they are to contact Dave Pahl. The MEUW Electric Operations Conference & Expo is January 11-13, 2023 in Wisconsin Dells and the APPA Legislative Rally is February 27 – March 1, 2023 in Washington DC. If Commissioners would like to attend, they are to contact Amy.

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 October accounts receivable write-offs.

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

Motion Carried

It was moved by John Moore, seconded by Greg Lenz that checks numbered 1114 through 1134, and checks numbered 77091 through 77258 in the amount of \$5,209,233.36 be approved for payment.

Roll Call Vote:	John Moore	aye
	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 John Moore, seconded by Greg Lenz to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(g) Confer with legal counsel for 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 4:40 p.m. Commissioner Paul Van Berkel requested a roll call vote.

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

It was moved by John Moore, seconded by Sue Hennes to return to open session at 5:10 p.m.

All members voted aye. Motion Carried

It was moved by John Moore, seconded by Sue Hennes to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(c) Consider employment, promotion, compensation, or performance evaluations at 5:11 p.m. Commissioner John Moore requested a roll call vote.

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

Motion Carried

Mayor Tony Penterman left the meeting at 6:42 p.m.

It was moved by Pennie Thiele, seconded by Paul Van Berkel to return to open session at 6:44 p.m.

All members voted aye. Motion Carried

It was moved by Paul Van Berkel, seconded by John Moore to approve the new and amended organization chart as presented including the new and revised positions proposed.

All members voted aye.

Motion Carried

It was moved by Paul Van Berkel, seconded by Sue Hennes to approve the 2023 Compensation Plan as presented including the 2023 Non-Exempt Employee Wage Scale, 2023 Exempt Employee Salary Schedule, 2023 Wage Adjustments and lump sum payments as amended; the non-exempt employee lump sum payments, exempt employee lump sum payments, and inflationary payments will not be grossed up. Paul Van Berkel requested a roll call vote.

Roll Call Vote:

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

Motion Carried

It was moved by Pennie Thiele, seconded by Greg Lenz to approve the General Manager compensation plan as detailed in the amended utility commission memo.

Roll Call Vote

John Moore	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 approve the 2023 Budget to reflect the motions of Item 15 on the agenda. John Moore requested a roll call vote.

Roll Call Vote:

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

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 6:49 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick