

Kaukauna, WI
September 26, 2023

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission Members present were Sue Hennes, Greg Lenz, Lee Meyerhofer, and Paul Van Berkel. Also present were Michael Avanzi, Clara Pickett, Dave Pahl, Zach Moureau, and Amy Brick from KU. Also present was City Attorney, Kevin Davidson and Steve Engebos, WPPI Energy Services Manager.

It was moved by Paul Van Berkel, seconded by Sue Hennes to excuse the absences of Commissioners John Moore, Pennie Thiele, and Mayor Tony Penterman.

All members voted aye.

Motion Carried

There was no public comment.

General Manager Michael Avanzi informed the Commission that KU earned the APPA Smart Energy Provider (SEP) designation from December 1, 2023 to November 30, 2025 and presented the award to the Commission.

It was moved by Paul Van Berkel, seconded by Greg Lenz to approve the minutes of the August 15, 2023 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 Finance & Personnel Committee meeting is October 3rd. The committee will review the draft 2024 Budget, comprehensive long-term financial plan, and 2024 personnel/wage adjustments. KU has been working with QTI developing standard compensation administration guidelines for staff. Manager of Engineering & Project Management, Eric Miller, was the recipient of the WPPI Energy Individual Achievement Award. The city requested KU replace the overhead lines that are in the alley on 2nd and 3rd Streets to underground. The city applied for a grant fund to pay for the project. Steve Engebos, WPPI Energy Services Manager, has been receiving quite a few calls from customers regarding high bills. All have been due to the warm weather and use of air conditioners and dehumidifiers. Owen Krueger has accepted the Junior Mechanical Technician position and started on September 11, 2023. The IT Youth Apprentice resigned due to scheduling conflicts between work and school; therefore, we are currently recruiting to fill that position. KU Buzz, the first employee newsletter, went out on August 17th. Three members of the Leadership Team started a 9-month series of training called the Leadership Academy provided by the Heart of the Valley Chamber. The 2023 Gallup Employee Engagement Survey was completed on September 18th. The results will be presented to the Commission in the near future. We had 97% participation among employees. The annual open enrollment for health benefits is September 25 – October 20th. The public hearing on the Water Rate Case was held September 21, 2023. We are hosting a Customer and Community Appreciation event on October 5th from 4:00-6:00 to celebrate Public Power Week. The next KU Connect customer newsletter will be going out the week of September 25th. If any of the Commissioners are interested in attending the MEUW Day at the Capitol on October 18th, let Michael or Amy know.

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 Paul Van Berkel, seconded by Sue Hennes to approve the August accounts receivable write-offs.

Roll Call Vote:	Paul Van Berkel	aye
	Sue Hennes	aye
	Lee Meyerhofer	aye
	Greg Lenz	aye

Motion Carried

It was moved by Sue Hennes, seconded by Greg Lenz that checks numbered 1338 through 1363, and checks numbered 78741 through 78863 in the amount of \$6,003,198.71 be approved for payment.

Roll Call Vote:	Greg Lenz	aye
	Lee Meyerhofer	aye
	Paul Van Berkel	aye
	Sue Hennes	aye

Motion Carried

It was moved by Paul Van Berkel, seconded by Greg Lenz to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation at 4:32 p.m.

All members voted aye.	Motion Carried
------------------------	----------------

It was moved by Paul Van Berkel, seconded by Greg Lenz to return to the open session at 5:21 p.m.

All members voted aye.	Motion Carried
------------------------	----------------

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

All members voted aye.	Motion Carried
------------------------	----------------

The meeting ended at 5:22 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick