Kaukauna, WI October 3, 2023

The meeting of Kaukauna Utilities Finance & Personnel Committee was called to order at 8:00 a.m. by Lee Meyerhofer. Finance & Personnel Committee members present were Sue Hennes, Lee Meyerhofer, and John Moore. Also present were Michael Avanzi, Clara Pickett, Tara Schmitz, Amme Storma, and Dave Pahl from KU.

There was no public comment.

It was moved by John Moore, seconded by Sue Hennes to approve the minutes from the November 8, 2022, Finance & Personnel Committee meeting as written.

All members voted aye

Motion Carried

Finance & Administration Director, Clara Pickett reviewed the 2024 draft budget and comprehensive long-term financial plan.

It was moved by John Moore, seconded by Sue Hennes to forward the 2024 draft budget with amendments as discussed to the Utility Commission for approval.

All members voted aye.

Motion Carried

Human Resources Director, Tara Schmitz reviewed preliminary results of the 2023 Employee Engagement Survey.

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 evaluation at 11:11 a.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to return to open session at 2:26 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to forward the organization chart including the new and revised positions with amendments as discussed to the Utility Commission for approval.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to forward the 2024 draft Compensation Administration Guidelines with amendments as discussed to the Utility Commission for approval.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to approve the 2024 compensation plan including the 2024 non-exempt employee wage schedule; 2024 exempt employee salary schedule; 2024 wage adjustments, merit payments and lump sum payments for non-exempt employees; 2024 salary adjustments, merit payments and lump sum payments for exempt employees including the General Manager and forward all the above with amendments as discussed to the Utility Commission for approval.

All members voted aye.

Motion Carried

It was moved by Sue Hennes, seconded by John Moore to adjourn at 2:30 p.m.

All members voted aye

Motion Carried

Amy Brick Recording Secretary October 3, 2023