

Kaukauna, WI
March 20, 2024

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, and Tony Penterman. Also present were Michael Avanzi, Clara Pickett, Dave Pahl, Zach Moureau, Bill Menting, Amy Brick from KU, Richard Heinemann from Boardman Clark, Shanon Swaney from the City of Kaukauna, Tim Ament from WPPI Energy, and Brian Roebke.

It was moved by Tony Penterman, seconded by John Moore to excuse the absence of Commissioner Paul Van Berkel.

All members voted aye.

Motion Carried

General Manager Michael Avanzi introduced employee Bill Menting. Bill is the new Project Engineer.

It was moved by Pennie Thiele, seconded by Greg Lenz to approve the minutes of the February 21, 2024 Commission meeting.

All members voted aye.

Motion Carried

General Manager Michael Avanzi discussed the RG-3 and CP-2 Limiter Rate filings with the Public Service Commission (PSC) informing the Commission that staff worked with WPPI Energy on EV friendly rate tariffs. There are two rates being proposed to the PSC:

- An optional three-tier time-of-day rate for residential customers to incentivize EV charging during off peak hours.
- A CP-2 limiter rate in anticipation of future direct-current fast-charger (DCFC) customers.

It was moved by John Moore, seconded by Pennie Thiele to authorize submittal of the RG-3 and CP-2 Limiter rates to the Public Service Commission.

Roll Call Vote:

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

Motion Carried

Finance & Administration Director Clara Pickett discussed the American Transmission Company (ATC) Investment Activities stating KU contributed an additional \$182,049 to ATC in 2023. If KU elected not to contribute additional funds, KU's percentage interest in ATC would have been reduced. KU's percentage interest is currently 0.1725%. As ATC will require up to \$75,000,000 in additional

capital in 2024, KU will be required to contribute up to \$129,375 in 2024 to maintain KU's current ownership interest of 0.1725%.

It was moved by John Moore, seconded by Greg Lenz to authorize the General Manager to contribute sufficient funds to ATC to maintain Kaukauna Utilities' percentage interest in ATC (0.1725%).

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

Motion Carried

Finance & Administration Director Clara Pickett reviewed the revised Purchasing Policy that was presented and reviewed with the Commission at the February 21st meeting, seeking feedback. All comments and revisions resulting from that meeting were incorporated into the final draft. The draft policy was sent to the attorney for review resulting in a few minor modifications to reinforce points about conformity with legal requirements.

It was moved by Pennie Thiele, seconded by Sue Hennes to adopt the Purchasing Policy as presented.

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

Motion Carried

Engineering & Operations Director Dave Pahl discussed the I41 and Buchanan Street Crossing Project stating the engineering department continues to work with the Wisconsin Department of Transportation (WDOT) to resolve conflicts with utility crossings on the I41 corridor. There was a conflict with KU overhead facilities in the road right-of-way along Buchanan Street and I41 and a resolution has been agreed upon between KU engineering and the WDOT that involves moving a couple of poles and raising the line to ensure our facilities maintain proper clearance over the interstate. Most of the work will be done by KU except for setting and building the larger poles as we do not have the equipment to complete that task. A local electrical contractor will be hired to assist with that job estimating to cost \$140,000.

It was moved by John Moore, seconded by Sue Hennes to authorize the General Manager to proceed with the relocation of facilities at I41 and Buchanan Street in the amount of \$140,000.

Roll Call Vote:	John Moore	aye
	Pennie Thiele	aye
	Greg Lenz	aye

Lee Meyerhofer aye
Sue Hennes aye
Tony Penterman aye

Motion Carried

The Commission reviewed the Electric and Water Financial Statements and the monthly reports. General Manager Michael Avanzi pointed out the new format for the monthly outage report.

General Manager Michael Avanzi reviewed highlights from the monthly department updates informing the Commission interviews for the WPPI Energy Services Manager will take place the first week of April. Steve Engebos will be retiring June 3rd. Interviews are currently being held for the IT Intern position. The seasonal position to be located at the Warehouse has been filled and interviews for the Maintenance seasonal position will take place the week of March 18th. We have a student interested in the Line Youth Apprenticeship and have just received some applications for the Water Youth Apprenticeship that need to be reviewed. In collaboration with staff from the City of Kaukauna, they reviewed the current options offered by Employee Trust Funds (ETF) to make sure employees are being provided with the best options regarding health insurance. The recommendation is to remain with the ETF plan. The transit electric van was purchased and is at KU. Staff are currently in the process of outfitting the vehicle and getting decals installed. Costs for the repair of unit #1 at Combined Locks Hydro have come in under \$200,000. The work should be completed in April. The water open house will be April 16th. The electronics recycling event is April 20th from 8:00-11:00 at the Warehouse. The KU team took 1st place in the First Annual Pinewood Derby hosted by the Kaukauna Cub Scout Pack 3104. Staff received fourteen scholarship applications that were due March 1st. Four winners were selected and will be announced soon. A structural engineer evaluated the cracked column located inside the flume at the John Street Plant and we estimate repairs to be about \$140,000. KU was denied by the Department of Energy for the Section 247 grant program. KU will be submitting an appeal against that decision for two of the projects which total an estimated \$250,000 in grant funds at stake. Zach Moureau has been appointed to a new committee for small hydro plant owners with the National Hydro Power Association.

General Manager Michael Avanzi shared the KU Timeline with the Commission that documents important events and/or milestones for KU since its inception. The MEUW Annual Conference is May 15-17, 2024 in Marshfield and the local WPPI Energy Regional Power Dinner is May 9th, location to be determined.

Commissioner John Moore recognized General Manager Michael Avanzi for completing the MEUW Fundamentals of Utility Management training sessions.

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 Greg Lenz to approve the February accounts receivable write-offs.

Roll Call Vote:

Tony Penterman aye
John Moore 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 that checks numbered 1474 through 1501, 79403, and checks numbered 79701 through 79834 in the amount of \$6,408,881.16 be approved for payment.

Roll Call Vote:

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

Motion Carried

General Manager Michael Avanzi reminded the Commission that the April Commission meeting has been rescheduled to April 24th.

It was moved by John Moore, seconded by Greg Lenz to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 5:04 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick