

Kaukauna, WI
July 23, 2025

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission members present were Pennie Thiele, Sue Hennes, Greg Lenz, Lee Meyerhofer, Tony Penterman, and Paul Van Berkel. Also present were Michael Avanzi, Dave Pahl, Zach Moureau, Tara Schmitz, Lisa Holmes, Andy Vanden Heuvel, Amy Brick, and Sam Brittnacher from KU; Brian Roebke; Richard Heinemann from Boardman Clark, and Frank Barth and Marty Dreischmeier, WPPI Energy.

It was moved by Pennie Thiele, seconded by Tony Penterman to excuse the absence of Commissioner John Moore.

All members voted aye.

Motion Carried

There was no public comment.

Human Resources Director Tara Schmitz introduced employee Lisa Holmes. Lisa is the new Billing Specialist.

Commissioner John Moore arrived at 4:03 p.m.

Marty Dreischmeier, Senior Vice President of Power Supply, WPPI Energy gave a presentation “The Power to Thrive”.

It was moved by John Moore, seconded by Sue Hennes to approve the minutes of the June 18, 2025 Commission meeting.

All members voted aye.

Motion Carried

Environmental & Compliance Manager Zach Moureau informed the Commission that water department truck #52 is 10 years old and the box mounted on the truck body is 20 years old. The engine on the truck has been replaced but the truck chassis has deteriorated beyond repair. The water department needs the truck to be reliable to ensure staff can safely respond to water system issues and are prepared with the necessary tools for emergency repairs. This vehicle is also equipped with one of the valve turners to ensure 25% of system valves are operated annually, in accordance with regulatory requirements. Replacement of the truck was included in the 2025 Capital Budget with a budgeted cost of \$90,000. This budgeted cost includes the vehicle and mounting a box onto the vehicle chassis. Pricing was requested from three local dealerships as summarized in the tabulated results below. Solicitation is limited to Ford and Dodge due to compatibility with the box manufacturer.

Dealership	Vehicle Description	Anticipated Availability	Bid Amount
Dorsch Ford	Ford F-550	2-3 months	\$61,541
Bergstrom of Kaukauna	Dodge Crew Cab 5500	5-6 months	\$62,897
Bergstrom of Green Bay	Ford F-550	2-3 months	\$62,094

Based on the results received, Dorsch Ford had the lowest bid at \$61,541. This cost does not include the box and installation onto the chassis which will be an additional \$42,000 in estimated costs. Truck #52 will be sold at auction with an anticipated value between \$10,000 and \$15,000. Currently there is no trade in value by the dealership. The valve turner will be reused on the new truck.

It was moved by Paul Van Berkel, seconded by Sue Hennes to authorize the General Manager to award the purchase of the Ford F-550 in the amount of \$61,541 to Dorsch Ford.

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 T-Mobile currently leases space on KU's Ann Street water tower and approximately 500 square feet of ground space near the base of the tower for its communications antennas and related equipment. T-Mobile's current lease is set to expire on August 31, 2025, and T-Mobile approached KU with a request to extend the lease. The existing lease, which was signed in August of 2000, contains several outdated and risky provisions. Because of this, Boardman Clark recommended that KU negotiate a new, modern water tower license agreement with T-Mobile rather than simply extending the old lease on the same terms. The new agreement will commence on September 1, 2025, and will run for an initial term of five years, with three additional five-year renewals exercisable at T-Mobile's option. Rent will increase from \$18,660 to \$21,000 per year when the new agreement takes effect and rent will then escalate by 4.0% each year, rather than escalating only once every five years as it does under the current lease.

It was moved by Paul Van Berkel, seconded by Tony Penterman to approve the Water Tower License Agreement with T-Mobile Central LLC with changes as discussed and authorize the General Manager to execute and deliver the License Agreement and Memorandum of License Agreement after changes have been incorporated.

All members voted aye.

Motion Carried

Engineering & Operations Director Dave Pahl discussed the current printer lease informing the Commission our current printer lease is set to expire at the end of 2025. Marco (our current lease provider) and Gordon Flesch are capable of servicing equipment in the local area. Our current needs are being met, and we don't forecast a significant increase in printing demands over the 60-month term of the new lease. The request for the quote included six printers with comparable or better technical specifications from our current needs. It also includes toner and technical support for the six printers along with all the smaller HP printers the KU owns. Results of the quotations are below:

	Marco	Gordon Flesch
Buyout (credit)	-	\$5,400
Current Lease Obligation	-	-\$5,309.88

Lease (per month)	\$1,088	\$894.92
Print Cost (per month)	\$100	\$225.28
Supplies (HPs)*	\$165	\$75.79
Total Per Month*	\$1,353	\$1,195.99
Total Lease *	\$72,467.52	\$71,759.40
*Estimates based on historical usage		

The cost for the supplies for the HP printers is based off historical usage and the price per page quoted to KU.

It was moved by John Moore, seconded by Sue Hennes to authorize the General Manager to proceed with the best value proposal and execute the 60-month lease agreement with Gordon Flesch for \$894.92 per month plus printing costs and supplies.

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

General Manager Michael Avanzi provided an update on the 2025 Work Plan and Key Performance Indicators.

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 Leadership Team conducted a two-day strategic planning workshop working with a facilitator to develop KU's next Strategic Intent. All employees were surveyed; the Leadership Team and Lee Meyerhofer were interviewed prior to the workshop. In August, we will be working on drafting our goals and actions for the next 5 years and developing our communications plan. Frank Barth, Energy Services Manager met with Tidy View dairy to discuss expansion plans. They are adding another milking parlor and barn which will expand their milking herd size from 7,000 to 13,000 cows (and will significantly increase their electric load). This would make them the largest dairy in the state. Due to recent resignations, we are actively recruiting for a Journey/Apprentice Lineworker and Electrical Technician. We are also continuing recruitment efforts to fill the Mechanical Technician position. An offer has been accepted for the Finance & Administration Director with the new Director starting on August 4th. The geothermal grant contract was executed at the end of June. A temporary gravel ramp has been created to get the drill rig into the spillway in Hydro Park. This area is the proposed location for all the geothermal wells. The contractor, G.O. Loop, started drilling today. Once all wells are drilled (later this year), they will be connected and run into Old Badger Plant. The spillway will be restored to a native prairie. We experienced a major outage on the north side of the system on July 15th. The line department received their new 62' bucket truck ordered three years ago and are looking to remove the bucket truck it replaced from the fleet. The city has expressed interest in acquiring this bucket truck from KU. The commission agreed that KU would offer the old truck to the city for the auction value of their old truck. We received approval for the water simplified rate case on July 16th. Rates will go into effect August

1st. Staff formally kicked off the 2026 budget process on July 22nd. The FERC has approved the downgraded hazard reclassification request for the Kaukauna City Plant that KU submitted in 2023. The Kaukauna City Plant is now classified as a Significant Hazard facility which is exempt from the Part 12D inspection requirements.

The WPPI Energy Annual Meeting & 45th anniversary celebration is scheduled September 16-18 at Lambeau Field in Green Bay. Please let Amy know if you're interested in attending.

There was discussion about permanently changing the dates of the September Commission meeting due to having a conflict every year with the WPPI Energy Annual Meeting being held the third week of the month. Staff will review potential conflicts with future meeting dates and schedule appropriately.

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 June 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 Sue Hennes, seconded Greg Lenz by that checks numbered 1823 through 1842, 10513 through 10621, and checks numbered 81927 through 81974 in the amount of \$5,517,411.24 be approved for payment.

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 Tony Penterman, seconded by Pennie Thiele to adjourn to closed session pursuant to Wis. State Statute 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation at 6:23 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Tony Penterman to return to open session at 6:40 p.m.

All members voted aye.

Motion Carried

It was moved by Pennie Thiele, seconded by Sue Hennes to authorize an increase as recommended by staff to the Junior Mechanical Technician wage scale effective July 2025, with the provision that no further wage scale adjustments for this position will occur in January 2026. This is in addition to keeping an entry level Mechanical Technician on the wage schedule at the current Junior Mechanical Technician wage scale.

All members voted aye.

Motion Carried

It was moved by Sue Hennes, seconded by Pennie Thiele to authorize staff to create a full-time, non-exempt Junior Water Utility Technician position, to be filled in Fall 2025, in support of long-term succession planning and to retain a qualified candidate following successful completion of the Water Department seasonal role and also have an entry level Water Utility Technician position on the wage schedule at the same scale as the current Junior Mechanical Technician wage scale.

All members voted aye.

Motion Carried

It was moved by Tony Penterman, seconded by Greg Lenz to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 6:44 p.m.

John P. Moore
Secretary

Minutes taken by Amy Brick