

Kaukauna, WI
October 29, 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 John Moore, Pennie Thiele, Sue Hennes, Greg Lenz, Lee Meyerhofer, Paul Van Berkel, and Tony Penterman. Also present were Michael Avanzi, Dave Pahl, Zach Moureau, Aaron Wallin, Tara Schmitz, Sam Brittnacher, Chris Klarich, Jason Burton, Cooper Sanderfoot, Alex Springhetti and Amy Brick from KU, Frank Barth, WPPI Energy, Brian Roebke, Mike Bergner, Jared Walker Smith and Richard Heinemann from Boardman Clark.

There was no public comment.

Human Resources Director Tara Schmitz introduced four new employees: Chris Klarich, Relief System Operator; Jason Burton, Journey Line Technician; Cooper Sanderfoot, Junior Water Utility Technician; and Alex Springhetti, Electrical Technician.

It was moved by Pennie Thiele, seconded by Tony Penterman to approve the minutes of the September 15, 2025 Commission meeting.

All members voted aye.

Motion Carried

Engineering & Operations Director Dave Pahl informed the Commission he would like to postpone discussion of the grounding transformers for Kaukauna North Substation and Central Substation until the November commission meeting.

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

Finance & Administration Director Aaron Wallin reviewed the 2026 Budget and Long-Term Financial Plan

The Commission reviewed the Electric and Water Financial Statements and the monthly reports.

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 Tony Penterman to approve the September accounts receivable write-offs.

Roll Call Vote:

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

Motion Carried

It was moved by Sue Hennes, seconded by Pennie Thiele that checks numbered 1885 through 1901, 10816 through 10911, and checks numbered 82107 through 82163 in the amount of \$6,886,870.85 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 Tony Penterman, seconded by John Moore to adjourn to Closed Session pursuant to Wis. State Statute 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation at 5:39 p.m.

All members voted aye.

Motion Carried

It was moved by Sue Hennes, seconded by Tony Penterman to return to open session at 6:25 p.m.

All members voted aye.

Motion Carried

It was moved by Pennie Thiele, seconded by Tony Penterman to approve the new organization chart as presented including the revised positions proposed.

All members voted aye.

Motion Carried

It was moved by Paul Van Berkel, seconded by Sue Hennes to approve the 2026 compensation plan as presented including the 2026 non-exempt employee wage schedule; 2026 exempt employee salary schedule; 2026 wage adjustments for non-exempt employees; 2026 salary adjustments for exempt employees; and the General Manager salary and merit pay as discussed.

All members voted aye.

Motion Carried

It was moved by Paul Van Berkel, seconded by Sue Hennes to approve the recommended merit pool for 2025 performance with the plan to review merit recipients with the Finance & Personnel Committee in Q1 of 2026 prior to payout.

All members voted aye.

Motion Carried

It was moved by Greg Lenz, seconded by Pennie Thiele to approve the updated Water Treatment System Project Incentive Plan as presented with the plan to review 2025 results with the Finance & Personnel Committee in Q1 of 2026 prior to payout for annual benchmarks achieved.

All members voted aye.

Motion Carried

It was moved by Paul Van Berkel, seconded by Tony Penterman to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 6:33 p.m.

John P. Moore
Secretary

Minutes prepared by Amy Brick