

Kaukauna, WI
August 19, 2026

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, Kelli Antoine, Sue Hennes, Lee Meyerhofer, Paul Van Berkel, and Tony Penterman. Also present were Michael Avanzi, Dave Pahl, Aaron Wallin, Amy Brick, and Sam Brittnacher from KU, Frank Barth from WPPI Energy, Richard Heinemann from Boardman Clark, and Brian Roebke.

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

All members voted aye.

Motion Carried

Brian Roebke expressed his appreciation to Kaukauna Utilities for sending linemen to Menasha to assist with tornado recovery efforts.

It was moved by Sue Hennes, seconded by Kelli Antoine to approve the minutes of the July 22, 2026 Commission meeting.

All members voted aye.

Motion Carried

Engineering & Operations Director Dave Pahl discussed the proposed remodel of the lower office space stating staff is requesting Commission approval to proceed with a small office remodel that would reconfigure three existing offices into four, while also improving privacy and functionality for current staff. The proposed configuration would allow two of the offices to be fully enclosed with doors. The third, larger office, would be split in two by adding a wall down the middle and adding a doorway to the current wall. Dave noted when the building was remodeled in 2008, the DIRT wall system was selected for its sustainability and modular design. The system allows interior spaces to be reconfigured as organizational needs change while making use of the existing wall components. Because the work involves modifications to the proprietary DIRT wall system, the project needs to be completed by the authorized DIRT seller and installer in our area, Lerdahl. This project was not included in the 2026 budget, and staff would like to complete it by the end of the year. Dave noted the warehouse roof was \$58,000 under budget and would cover the cost of this project.

It was moved by John Moore, seconded by Kelli Antoine to authorize the General Manager to proceed with the proposed office remodel by awarding the project to Lerdahl in the amount of \$54,165.18.

Roll Call Vote:

Sue Hennes	aye
Lee Meyerhofer	aye
Kelli Antoine	aye
Paul Van Berkel	aye
John Moore	aye
Tony Penterman	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 reminding the Commission that the September commission meeting was rescheduled to September 30th. Prior to the commission meeting at 3:00 p.m., he would like to do a site tour of the Elm Street Plant and then take the commissioners to the Water Treatment Plant 1 construction site. Staff met with the WPPI team on August 14th to hear their feedback on our analysis for the potential contract extension. The ad hoc committee is scheduled to meet on September 2nd with more information being shared with the full commission at the September meeting. Michael and Frank Barth will be attending an awards ceremony for Ahlstrom employee, Dave Leeder, at the state capitol on September 29th. Dave is being awarded the Focus on Energy – Energy Efficiency Excellence Champion award. Dave was the catalyst behind Kimberly Hydro plant’s conversion from 25hz to 60hz during his time at the Kimberly paper mill. The Employee Summer Event is August 25th at the Timber Rattlers. The electric department received two electric vehicles, a tractor backhoe, and two grounding transformers (one for Kaukauna North and one for Central Substation) this past month. He reminded the commission at the last meeting that they awarded Panorama Consulting Phase 1 of KU’s Enterprise Systems Strategy Project to evaluate an integrated ERP system with the caveat that staff verified references. The references confirmed that Panorama understood their operations, provided practical and objective recommendations, completed its work on schedule and within budget, and would be hired again. Following the tornado on July 27th in Menasha, seven linemen from KU volunteered to assist with mutual aid efforts. Staff provided a cookout at Menasha Utilities on August 5th for utility staff and linemen assisting with tornado relief efforts. Staff are working on the water rate increase application for 2027-2028 and expect to be ready to file by the end of August. Staff will be meeting with the Finance & Personnel committee in early October to present the preliminary budget. It will then be presented to the commission at the October meeting with approval at the November meeting. We will be holding the Business Appreciation Brat Fry again this year on Thursday, October 8th.

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 July accounts receivable write-offs.

Roll Call Vote:

Tony Penterman	aye
John Moore	aye
Paul Van Berkel	aye
Sue Hennes	aye
Lee Meyerhofer	aye
Kelli Antoine	aye

Motion Carried

It was moved by Paul Van Berkel, seconded by Sue Hennes that checks numbered 2076 through 2096, 2098 through 2102, 12020 through 12120, 82535, and checks numbered 82704 through 82753 in the amount of \$6,218,436.06 be approved for payment.

Roll Call Vote:

John Moore	aye
Kelli Antoine	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 – Director Level Employee Compensation & Position Reclassification at 5:20 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Tony Penterman to return to open session for possible action at 6:12 p.m.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Sue Hennes to approve the new Finance & Power Supply Director job description, position title, and employee compensation as proposed.

All members voted aye.

Motion Carried

It was moved by John Moore, seconded by Kelli Antoine to approve the new organization chart as presented including the revised position title proposed.

All members voted aye.

Motion Carried

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

All members voted aye.

Motion Carried

The meeting ended at 6:14 p.m.

John P. Moore
Secretary

Minutes prepared by Amy Brick