

Kaukauna, WI
July 22, 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, Zach Moureau, Aaron Wallin, Tara Schmitz, Amy Brick, Kaden Verbeten, Hazael Becerra, and Sam Brittnacher from KU, Richard Heinemann and Julia Potter from Boardman Clark, and Brian Roebke.

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

All members voted aye.

Motion Carried

Human Resources Director Tara Schmitz introduced Kaden Verbeten, the new Relief System Operator.

General Manager Michael Avanzi thanked the Commission and stakeholders for their support during the Water Treatment Plant #1 groundbreaking and the Rapide Croche Hydro 100-year anniversary celebration.

Finance & Administration Director Aaron Wallin provided a presentation on Kaukauna Utilities Investments and Returns.

It was moved by John Moore, seconded by Sue Hennes to approve the minutes of the June 17, 2026 Commission meeting.

All members voted aye.

Motion Carried

General Manager Michael Avanzi discussed the Ann Street Water Tower lease agreement informing the Commission AT&T currently leases space on KU's Ann Street water tower and approximately 460 square feet of ground space near the base of the tower for its communications antennas and related equipment. AT&T's current lease is set to expire on August 31, 2026. The existing lease, which was signed in April of 2001, contains a number of outdated and risky provisions. Because of this, Boardman Clark recommended that KU negotiate a new, modern water tower license agreement with AT&T rather than simply extending the old lease on the same terms. The new agreement will commence on September 1, 2026 and will run for an initial term of five years, with four additional five-year renewals exercisable at AT&T's option. Rent will increase from \$18,634 to \$21,800 per year when the new agreement takes effect and rent will then escalate by 3.0% each year, rather than escalating only once every five years as it does under the current lease. In addition, the new agreement contains a number of updated terms that are more favorable to KU than the terms in the current lease.

It was moved by Tony Penterman, seconded by Kelli Antoine to approve the amended and Restated Water Tower License Agreement with New Cingular Wireless PCS, LLC (d/b/a AT&T) as presented and authorize the General Manager to execute and deliver the License Agreement and Memorandum of Agreement.

Roll Call Vote:

Tony Penterman aye

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

Motion Carried

Manager of Operational & Information Technology Hazael Becerra discussed the Request for Proposal (RFP) to obtain consulting services for an enterprise systems strategy assessment. The purpose of the assessment is to obtain an independent evaluation of KU's current enterprise system's environment and develop strategic recommendations that will guide future enterprise system planning. Four proposals were received and evaluated. In addition to the bid evaluation, each vendor was interviewed to ensure they understood the project scope and deliverables.

Vendor	Professional Fee	Technology Fee	Travel	Evaluated Cost
Panorama Government Solutions	\$29,075	5% of professional fee	Evaluated at \$8,000	\$38,529
Baker Tilly	\$55,500	5% of professional fee	Evaluated at \$8,000	\$66,275
Plante Moran	\$66,185	5% of professional fee	Fixed at \$11,000	\$80,485
Katama Technologies	\$84,700	Included	Estimated: \$8,000	\$92,700

The evaluation concluded that Panorma Government Solutions provided the strongest overall value relative to cost by combining the lowest proposed professional fees and overall projected project cost.

It was moved by John Moore, seconded by Kelli Antoine to authorize the General Manager to award the Enterprise Systems Assessment to Panorama Government Solutions in the amount of \$30,529 plus actual travel expenses.

Roll Call Vote:

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

Motion Carried

Engineering & Operations Director Dave Pahl informed the Commission to support the design of Kaukauna Utilities' new Interconnect Substation, a Request for Proposal (RFP) was developed and distributed to four engineering consulting firms with experience in electric transmission and distribution substation design. The RFP was sent to Forster Electrical Engineering, Power Systems Engineering (PSE), HDR Engineering, and Vantage Point. Three proposals were received and evaluated with Power Systems Engineering, Inc. being the lowest cost proposal.

Engineering Services Consultant	Proposed Price
HDR Engineering, Inc.	\$991,900
Forster Electrical Engineering	\$685,000
Power Systems Engineering, Inc.	\$325,000

Power Systems Engineering familiarity with Kaukauna Utilities' system, along with their ability to leverage existing designs, specifications, and engineering standards, contributed to a more competitive proposal.

It was moved by Paul Van Berkel, seconded by Sue Hennes to authorize KU staff to award the engineering services contract for the new Interconnect Substation to Power Systems Engineering, Inc. in the amount of \$325,000 and authorize the General Manager to execute the necessary agreement following legal review.

Roll Call Vote:

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

Motion Carried

Engineering & Operations Director Dave Pahl informed the Commission staff developed specifications for the purchase of a new 138 kV spare power transformer. The transformer will serve as a strategic spare providing the ability to restore service more quickly in the event of a catastrophic transformer failure and reducing the risk of extended outages. The bid specifications were advertised and distributed to five transformer manufacturers that expressed interest in the project. Two bids were received and evaluated.

Manufacturer	Price (transformer freight, testing, assembly, and offloading)	Met Spec	Bid Bond	Ship Date
Ohio Transformer Company	\$3,502,012	Yes	Included	Q2 of 2030
Virginia Transformer Company	\$3,476,406	Yes	Included	64 weeks after receipt of order

Both proposals met the technical requirements established in the specifications.

It was moved by John Moore, seconded by Tony Penterman to authorize the General Manager to award the contract for the purchase of one 138 kV spare power transformer to Virginia Transformer Company in the amount of \$3,476,406 and execute the necessary purchase agreement and related documents.

Roll Call Vote:

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

Motion Carried

Human Resources Director Tara Schmitz informed the Commission that in January, 2026, they approved the addition of a temporary Junior Project Engineer position to support the Engineering Department's workload and succession planning efforts. Since the recruitment process started, KU received more than 90 applications, conducted numerous phone screens, and advanced 9 candidates through the interview process. While applicant interest has been strong, staff has not yet identified the right candidate for the position. The recruitment process provided valuable insight into how prospective candidates interpret the position title and the qualifications they associate with it. Based on the recruitment experience to date, staff recommends updating the engineering position titles to better communicate the qualifications and experience being sought. The proposed title changes are:

Current Titles	Proposed Titles
Project Engineer	Senior Electrical Engineer
Junior Project Engineer	Electrical Engineer

The proposed title changes are intended to more clearly communicate the qualifications required for each position, distinguish between the senior and entry-level engineering roles, and enhance KU's ability to recruit qualified engineering talent by using titles that are more consistent with candidate expectations.

It was moved by Paul Van Berkel, seconded by Tony Penterman to approve the proposed title changes from Project Engineer to Senior Electrical Engineer and from Junior Project Engineer to Electrical Engineer.

All members voted aye.

Motion Carried

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

General Manager Michael Avanzi provided an update on the 2026 Work Plan and Key Performance Indicators.

General Manager Michael Avanzi reviewed highlights from the monthly department updates informing the Commission staff will be meeting with the WPPI team on August 14 to go through our analysis for the potential contract extension. More information will be shared with the ad hoc committee and the full commission in the near future. The new MyBenefits portal through the Employee Trust Funds became available to all employees on July 1. Employees can now view their benefit elections and initiate qualifying life event changes through the new portal. KU received confirmation from the Department of Energy (DOE) that the negotiation process for the cybersecurity grant has moved from the technical review to the contracting review. The DOE hopes to complete this step by the end of August. The line crew is doing an outstanding job on the Farrell Road project. This is the largest project the crew has completed in-house. A structural study has been completed on the roof at the Main Office Building for the HVAC replacement project. It has been determined that additional support needs to be added in the trusses to support the new roof top unit. The work is scheduled to start the second weekend of September and take place after hours to limit disruptions to normal business. There has been no movement on the Electric Rate Study. When inquiring about the status, staff is told the same each time, that the order is in the final review process and expected to be issued in the next few weeks.

Finance & Administration Director Aaron Wallin informed the Commission that Tenaska took over as the agent for Elm Street on July 1 and has been representing the generator with MISO. KU is now receiving the financial benefit of the energy produced. During the first 15 days of July, Elm Street cleared in the Day Ahead market on economics 4 times for 31 total hours and multiple times in the Real Time market. Elm Street is also generating Short-term Reserve revenues on a daily basis. KU and Tenaska continue to meet on a weekly basis to discuss any issues that arise.

General Manager Michael Avanzi informed the Commission staff is working on the water rate increase application for 2027-2028. Dayna Holmes has been selected to join the MEUW Accounting and Customer Service Committee. The maintenance department recently completed the installation of dewatering stop gates at the Kaukauna City Plant Tainter Gate #1 structure. Over the past several weeks, the team has been refurbishing the tainter gates and plans to utilize the dewatering gates for future work. By completing this project in-house, the maintenance department achieved significant cost savings, avoiding more than \$150,000 in expenses. Staff is currently in the negotiation process with the Department of Energy for the Section 247 grant program for two dam safety projects. The Little Chute Hydro Bulkhead Wall Repair Project completed last year and the Kaukauna City Plant Left Forebay Wall Project scheduled for completion this year were selected for award in 2024. There will be approximately \$210,000 in federal grant funds that will be provided through this program.

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:

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

Motion Carried

It was moved by John Moore, seconded by Sue Hennes that checks numbered 2056 through 2075, 11899 through 12019, and checks numbered 82647 through 82703 in the amount of \$6,312,894.30 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 Kelli Antoine to adjourn.

All members voted aye.

Motion Carried

The meeting ended at 6:11 p.m.

John P. Moore
Secretary

Minutes prepared by Amy Brick