

SEWER AND WATER COMMISSION MEETING

BERLIN, WISCONSIN

January 24, 2018

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Roethel, Beard, Erdmann and Dewhurst. Absent – Youngbauer.

Also present was Jim Lehr, Supt. Malnory and Peggy LaBuda.

The next item on the agenda was minutes from the November 29, 2017 Meeting. Beard moved to approve the minutes of the November 29, 2017 Meeting. Dewhurst seconded the motion, which was carried by voice vote.

The next item on the agenda was the vouchers for November and December. Beard moved to approve the vouchers between #13859 through #13958. Erdmann seconded the motion, which was carried by voice vote.

The next item on the agenda was public appearances/correspondence. Of which, we had no public appearances or correspondence.

The next item on the agenda was Old Business. Of which, we had none.

The next item on the agenda was New Business. Of which, we had none.

The next item on the agenda was the superintendent report.

- Update on pumps in Blower Building – both bases and pumps were installed and it turned out well. The pumps were laser lined by Crane Engineering and the GPM's are back to normal.
- Update on main breaks – The first main break was on Frontier Street by W. Marquette Street, it did not start in the street by on a resident's lawn and then into a storm sewer. The second main break was on Spring Street in the Street Departments parking lot. We called in a locator and they got us to within a few feet on both breaks.
- DNR visit – Mark Stanek and Sara Donohue were here to inspect and tour the WWTP and to also meet with American Industrial Sales and Wilson Hurd. They both committed that the plant is very well maintained considering the age of the plant.
- Update on Public meeting – The public meeting went well, just a few residents showed up, but they were all in agreement that the work needed to be done. Most of their concerns were for

the laterals, services and assessments.

- Update on Webster Street Lift Station – We have everything ready on our end and we are just waiting for Onan to come on January 25th for the startup and training.
- Update on meeting with Wilson Hurd – Sara Donohue from the DNR was here to meet with Wilson Hurd to view the expansion that they are planning to accommodate the installation of an Anodizing system. From everything that we learned, it doesn't sound like the discharge will be hard to treat and it may be helpful, but we are still checking into this.
- Update on meeting with American Industrial Sales – Mark Stanek, Sara Donohue and Malnory toured and inspected the plant. The visit was very unproductive, the process was not running at the time, they didn't seem to know much about the process and the one in charge of this particular process no longer works for the company.
- Overview of what is going on – Malnory stated that we are doing meter and property inventory, maintenance at the lift stations, builds at the plant, vehicles, pumps, motors and small engines. Also, winter work like scraping, painting, cleaning and end of year paperwork for the plant, lab and sludge reports.
- Update on monthly billing – Malnory stated that the monthly billing starts in July. We have the ad in the paper, but do not know how many responses since they are being sent to Jodie. As far as the ebills and point n pay setup, we are waiting for Banyon who is our Utility software company.

The next meeting was scheduled for Wednesday, February 21, 2018 at 4:30 P.M.

Erdmann moved to adjourn. Roethel seconded the motion, which carried by voice vote.

Peggy LaBuda

Secretary