

SEWER AND WATER COMMISSION MEETING  
BERLIN, WISCONSIN  
May 29, 2019

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Roethel, Dewhurst, Beard, Youngbauer and Erdmann. Absent – none.

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

The next item on the agenda was minutes from the April 24, 2019 Meeting. Beard moved to approve the minutes of the April 24, 2019 Meeting. Erdmann seconded the motion, which was carried by voice vote.

The next item on the agenda was the vouchers for April. Youngbauer moved to approve the vouchers between #14640 through #14680. Beard 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 discussion on Internet Bill Pay. LaBuda stated that we currently offer payment by using a credit card, but we have been looking into getting a software program where the customers can login, view and pay online. Olson stated that more software modifications would be needed to accomplish this. We will continue to work on this.

The next item on the agenda was the discussion on 2018 Compliance Maintenance Annual Report. Malnory stated that the influent and loadings is always the same issue every year. The Industries discharging the high BOD waste is what exceeds the most. Beard made a motion to approve Resolution and send the 2018 Compliance Maintenance Annual Report to Council. Dewhurst seconded the motion, which was carried by voice vote.

The next item on the agenda was the superintendent report.

- CCR – Malnory stated that we did this ourselves this year. The new DNR representative said that it wasn't hard and we will be forwarding it to her to check over for us.
- Water Audit – Malnory stated that they are getting ready for an audit of our facility. The DNR has given

us a list of things that they will be checking, with the new representative at the DNR, they are more of a stickler for details.

- WWTP Lab Audit – lab audit was scheduled for earlier this week, but has now been changed to tomorrow.
- 151 Oak St – Malnory stated that our sewer only comes to the top of the hill and this might be another shared sewer lateral with the next house down, but we have not heard anything since our original contact with them.

Youngbauer moved to convene into closed session pursuant to WI SS. 19.85 (1)(e), for purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Discussion on collection of waste disposal accounts receivable). Erdmann seconded the motion. A roll call vote resulted in five (5) ayes, zero (0) nays and zero (0) absent. Motion carried.

Discussion continued in closed session.

Beard made a motion to direct staff to take appropriate action from discussion in closed session. Youngbauer seconded the motion, which was carried by voice vote.

The next meeting was scheduled for June 26, 2019.

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

Peggy LaBuda

Secretary