

SEWER AND WATER COMMISSION MEETING

BERLIN, WISCONSIN

July 29, 2020

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

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

The next item on the agenda was minutes from the May 27, 2020 Meeting. Youngbauer moved to approve the minutes of the May 27, 2020 Meeting. Erdmann seconded the motion, which was carried by voice vote.

The next item on the agenda was the vouchers for May and June. Youngbauer moved to approve the vouchers between #15195 through #15272. Dewhurst 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 appearance. For correspondence we had a copy of the temporary ordinance relating to electronic and virtual attendance or conducting of meetings of governing bodies.

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 PSC letter for Late Payment Penalties. LaBuda stated that we had to send a letter to the PSC letting them know how we were going to be applying late fees going forward since we could not access late fees during the COVID-19 or on any charges that were during that time period.

The next item on the agenda was the superintendent report.

- Update on Street Projects – Malnory stated that work is being done on State Street. This project started last week in June. The water main from Hwy 49 to Huron Street is done, the sewer line from Hwy 49 to Huron Street is almost done and then they will start the water and sewer services. They have about 26 water services to do which should take about 2 – 3 weeks.
- Update on COVID-19 Procedures – We are now allowing our guys to go into homes for appointments. Every appointment has to go through Malnory and we have a list of questions that need to be answered before the appointment is even made. The homeowners are asked to keep social distance from our personnel and our personnel must wear the proper PPE in the home.
- Flushing – Our big directional summer flush is done and it went well. There was some dirty water

for a little while, but it cleared up and went well.

- Jetting – The main line sewers are still being jetted; we are about 3/4 done within the City. We tried something new for jetting this year and hung door hangers to alert people that we would be going through and if they had problems in the past with improper vents than they could close lids on toilets so that the water would not get on floors. We did this to keep people from coming out and having to let us know after it happened. It gave them a little notice ahead of time to help avoid any issues.
- Update on D.O. Meters – The new D.O. meters were installed and are working well. The only issue we had was we were supposed to get two units and we only received one. The issue is being taken care of now.
- WWTP Equipment – The electronic equipment for the SCADA system will be coming in mid to late August, due to supply chain difficulties. With all that is going on, it has put L.W. Allen behind on installations.

The next meeting was scheduled for August 26, 2020.

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

Peggy LaBuda

Secretary