

SEWER AND WATER COMMISSION MEETING  
BERLIN, WISCONSIN  
January 27, 2021

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Roethel, Bending, Youngbauer and Erdmann. Absent – Dewhurst.  
Also, present was Jodie Olson, Jim Lehr, Supt. Malnory and Peggy LaBuda.

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 approval of minutes from the November 18, 2020 Meeting. Erdmann moved to approve the minutes of the November 18, 2020 Meeting. Youngbauer seconded the motion, which was carried by voice vote.

The next item on the agenda was the approval of financials for November and December. Youngbauer moved to approve the vouchers between #15398 through #15471. Erdmann seconded the motion, which was carried by voice vote.

The next item on the agenda was an update on sewer connection for 561 Broadway. Malnory stated that he would like to refer to some of the materials that were included in the packet which is as follows:

Attorney Chier confirmed that it is the sole authority of the Utility Superintendent per Sec. 74-6 Compulsory Connection which states:

*Sec. 74-6(a) "Except as set forth in subsection (d) of this section, where a sewer or water main is available to any building used for human habitation, the utility superintendent shall notify in writing the owner or his agent to connect the building to such main and to install such facilities as may be reasonably necessary. **The manner of connection shall be prescribed by the utility superintendent. If a lot abuts on a public street which has an existing sewer and/or water main, that sewer and/or water main shall be presumed to be available, unless otherwise determined to be unavailable at the sole discretion of the utility superintendent.**"*

As Utility Superintendent, I took the following facts into consideration for sanitary sewer hook-up for 561 Broadway:

- Sewer is readily available to the property and is stubbed pass the property line.
- There are no physical barriers prohibiting a sanitary hook-up to this property.
- The water lateral for this property currently runs under the driveway which has an ingress/egress easement; therefore, there is no issue for installation of a sewer lateral in the same area.
- The 1971 permit to install a private septic on this property clearly indicated the permit was approved because sanitary sewer was not available to the property at that time and the permit was to only serve the sanitary needs of the property until such time as sanitary sewer was made available.
- Not requiring this property owner to hook-up to sanitary sewer that is readily available at the property goes directly against our current ordinances, our wellhead protection plan and sets a precedent for the future.

In closing, Malnory's determination on this issue remains that at which time the property owner's current private septic fails or is to be replaced for any other reason, the property owner is required to hook-up to the city sanitary sewer. With no further discussion, Roethel stated that the discussion was complete and that the matter was settled.

The next item on the agenda was the superintendent report.

- Update on DNR Inspection of Wastewater Treatment Plant. Malnory stated that the DNR Engineer was here on January 12, 2021 and inspected our waste water treatment facilities. The inspection

consisted of inspection of the buildings, all wastewater treatment processes, secondary wears, phosphorous analyzer, final wears and outfall, samplers and final channels, motor, motor controls, VFDs, electrical updates and all the new wastewater equipment and upgrades since the last inspection. The inspection also included a discussion of the new updates coming for the SCADA system. Malnory also stated that overall, it was a good inspection from the DNR and it also gave us a chance to review what was happening at the plant and to hear what the DNR's expectations are for us.

- Update on SCADA Improvements. Malnory stated that some new panels for a few of the outside lift stations had arrived and we had Jon Lundt Electric install them. We also installed new Ethernet radio and antenna systems at the Wells and Lift Stations, removed the existing data highway at the WWTP, install new UHF radio systems water and lift station sites for control and monitoring, install masses and antennas on the buildings at the WWTP and provide a preview of what the new layout and logic will be for the SCADA computer.
- New Utility Clerk. Malnory stated that we have hired a new utility clerk and that she will be starting on Monday, February 1<sup>st</sup> and that we will bring her before the commission for introductions at the February meeting.

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 meeting was scheduled for February 24, 2021

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

Peggy LaBuda  
Secretary