

SEWER AND WATER COMMISSION MEETING  
BERLIN, WISCONSIN  
March 1, 2023

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Beard, Bending, Ottman, Roethel, and Youngbauer. Also, present was Samantha Stobbe, Supt. Malnory and Jennifer Langham. There were no virtual attendees.

The next item on the agenda was public appearances/correspondence. We had no public appearances or correspondence.

The next item on the agenda was approval of minutes from the January 25, 2023 Water & Sewer Commission Meeting. Beard moved to approve the minutes of the January 25, 2023 Water & Sewer Commission Meeting. Ottman seconded the motion, which was carried by voice vote.

The next item on the agenda was the approval of financials for January 2023 and February 2023. Questions were answered regarding the Cross Connections Inserts. Bending moved to approve the vouchers between #16394 through #16476. Beard seconded the motion, which was carried by voice vote.

The next item on the agenda was the approval of the Lafayette Street Reconstruction Bid. There were 3 bids (all below the final engineer's cost estimate of \$754,290.00). Kunkel, based on past work efforts and the bid amount of \$571,481.10, recommended that the commissioners accept the bid from Kopplin & Kinas Co. Beard motioned to accept the bid from Kopplin & Kinas Co. Youngbauer seconded the motion, which was carried by voice vote.

The next item on the agenda was the superintendent report.

- Lead Service Line – We are currently in the process of entering the updated piping inventory on our billing system, Inventory records, and GIS to make sure all inventory information is accurate.
- WWTP – Strand is currently working on engineering the upgrades to the digester Mixing and Gas Piping. Winter maintenance is being done including maintenance on the plant, fixing pumps, cleaning, painting, and we ordered some replacement valves to be installed. We are also ready for the lab audit and a site visit by a DNR engineer.
- Cross Connections – We are currently working on scheduling cross connections re-inspections and service line and premise plumbing (both required by the DNR). We are combining these efforts into one visit to make it more efficient.
- Update Water & Sewer Dept – Operations side has been doing winter maintenance for wells and lift stations (cleaning, painting, fixing pump valves), vehicle maintenance, and the Cumberland Lift station (fine tuning the electrical/mechanical on the new pump). The office side has been working on Cross Connections and Inventory (scheduling and paperwork), as well as getting ready for the March audit.

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.

At 4:39 pm, Ottman motioned to adjourn with a second by Beard. Motion carried by voice vote.

Next meeting was set to March 29, 2023 at 4:30 pm.

Jennifer Langham  
Secretary

