

SEWER AND WATER COMMISSION MEETING
BERLIN, WISCONSIN
May 31, 2023

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Beard, Bending, Ottman, Roethel, and Youngbauer. Also, present was Catrina Burgess, Sara Rutkowski, 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 April 26, 2023 Water & Sewer Commission Meeting. Beard moved to approve the minutes of the April 26, 2023 Water & Sewer Commission Meeting. Youngbauer seconded the motion, which was carried by voice vote.

The next item on the agenda was the approval of financials for April 2023. Questions were answered regarding the Utility Billing Credit Refunds. Youngbauer moved to approve the vouchers between #16526 through #16554. Beard seconded the motion, which was carried by voice vote.

The next item on the agenda was the discussion and recommendation of the resident's High Bill concern. William Patek discussed his concern about his May water bill due to his water softener. William was given a copy of the Water & Sewer Policy (set up on June 16, 2004) concerning Bill Adjustments for Excessively High Bills. This is also posted on our website. There was general discussion on the concern. The commissioners offered suggestions such as calling the water softener company, insurance company for some financial reimbursement, and a plumber for peace of mind with possible future concerns. William did mention that he called the water softener company and a new one was installed. Malnory also suggested turning off toilets/water softener when traveling and offered a payment plan for the high-water bill. Ottman motioned that we do not offer any concessions other than the payment plan. Youngbauer seconded the motion, which was carried by voice vote.

The next item on the agenda was the discussion and recommendation of the 2022 Compliance Maintenance Annual Report. There was mention that we had a 4.0 (Perfect) GPA. Bending motioned to accept and send to council the 2022 Compliance Maintenance Annual Report. Youngbauer seconded the motion, which was carried by a voice vote.

The next item on the agenda was the Public Hearing for Sewer Rate Increase. Youngbauer motioned to open the public hearing, with a second by Ottman. Roethel called the Public Hearing to order at 4:59 p.m. There were no public comments against the rate increase. Rutkowski spoke for the city stating they were on board with the sewer rate increase in order to keep the sewer systems properly maintained. Malnory noted that the increase was necessary to cover the costs of maintenance and necessary improvements. Youngbauer motioned to accept and send an overall 12% sewer rate increase in July 1, 2023 along with an additional overall 3% sewer rate increase in 2028 and an additional overall 3% sewer rate increase in 2031 to council on June 13, 2023. Beard seconded the motion, which was carried by a voice vote.

The next item on the agenda was the superintendent report.

- Cross Connections -We started out with 558 residential cross connections that needed to be compliant per DNR by 12/31/2023. As of 5/31/2023- 78 Residents have not made an appointment yet, 21 empty/vacant homes, 9 apartments, 50 Re-inspections and 12 after hour appointments needed. We will no longer be using General Engineering to do residential inspections, but they will continue to do commercial, industrial, and multi-family.
- Lead Service Lines -Still needed to be done is 2 lead lines to be replaced which will be started the week of June 5, 2023. According to an update from Egbert, the concrete is done (curb/sidewalks), blacktopping the streets will be done June 1, 2023, and restoration on terrace/lawns will start the week of June 5, 2023. Contractor still has to send in pay request to the engineer.
- Jetting, Jet Slips, Valve Turning – We will be starting to jet main line sewers and valve turning. We will be handing out door hangers to let the residents know about this.

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 5:08 pm, Ottman motioned to adjourn with a second by Beard, which was carried by voice vote.

Next meeting was set to June 28, 2023 at 4:30 pm.

Jennifer Langham - Secretary

