

SEWER AND WATER COMMISSION MEETING  
BERLIN, WISCONSIN  
July 26, 2023

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Beard, Ottman, and Roethel. Absent – Bending and Youngbauer. Also, present was Catrina Burgess, Sara Rutkowski, Supt. Malnory and Peggy LaBuda. 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 May 31, 2023 Water & Sewer Commission Meeting. Beard moved to approve the minutes of the May 31, 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 May and June 2023. Roethel moved to approve the vouchers between #16555 through #16642. Ottman seconded the motion, which was carried by voice vote.

The next item on the agenda was the discussion and recommendation on a Water Rate Case Proposal from Ehlers. Ehlers was not able to attend this meeting so Rutkowski presented the commission with the following information; she stated that we would need a full rate increase and since Ehlers already had all of the information from the sewer rate increase, we are getting a good discount. Ottman motioned that we go forward with Ehlers on the Water Rate Case and send to the PSC. Beard seconded the motion, which was carried by voice vote.

The next item on the agenda was the superintendent report.

- Lead Service Lines - Lead Service Line Construction is 95% complete. The contractor has to change out curb box tops when they come in. The pay request has been turned into Kunkel and they have in turn sent it to us. Kunkel has sent the final paperwork for the grant to the DNR. Everything should be done with pay requests and grants for the DNR, the Utility had funds held back until the work is completed on the public side for the curb box tops and restoration.
- Digester Mixing Project – Strand has finished the facilities plan for the Wastewater Treatment Plant. This was part of the process to do the improvements at the Wastewater Treatment Plant. They also did the drawing for the improvements. Strand sent those plans to the DNR to be reviewed and we have not heard back from them at this time. Strand also sent some equipment examples of what they will be putting on the specs for bids and some examples of how it all works. Strand had an electrical engineer out to show him and the City's Electrician where and how all of the NEW equipment panels would tie in with our existing electrical grid and our SCADA system. Malnory stated that we would probably go out for bids in the fall and then order electrical parts in late 2024 to begin project in early 2025.

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 4:46 pm, Beard motioned to adjourn with a second by Ottman, which was carried by voice vote.

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

Peggy LaBuda - Secretary