

SEWER AND WATER COMMISSION MEETING
BERLIN, WISCONSIN
November 29, 2023

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Bending, Ottman, Youngbauer, and Roethel. Also, present was 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 other public appearances or correspondence.

The next item on the agenda was approval of the minutes from the October 25, 2023 Water & Sewer Commission Meeting. Bending moved to approve the minutes of the October 25, 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 October 2023. Questions were asked regarding the PSC payment in the amount of \$1,096.47, which is to be followed up in the January 2024 meeting. Youngbauer moved to approve the vouchers between #16742 through #16776. Ottman seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion and recommendation as necessary in regards to lead service lines. No further recommendations were necessary as Egbert was scheduled to complete the job.

The next item on the agenda was the superintendent report.

- WWTP Discharge Permit – The 5-year renewal for discharging at treatment plant is started as ours is up at the end of 2024. Paper work and required sampling is already started and there does not seem to be any significant changes that should affect the renewal from being completed.
- Pump Updates Sanitary System – Three brand new pumps at Cumberland lift station are working well along with two pumps in the Quarry lift station that were updated with new grinder pumps. In 2024, the budget has been set to replace pump number two at the WWTP lift station as well as replacing the pumps at Webster Street lift station.
- Roof Replacement and Repairs – This year we have made repairs to well #4 roof and have had the roof replaced on the main building at WWTP and Wisconsin/Webster lift stations. Next year, we plan to replace the roof at Well #5 and have other roofs inspected. The roof on Well #6 will be inspected as they are believed to be the original shingles from 1996 are currently still on there.
- Wastewater updates – Our digester roofs were blasted and coated with shertar epoxy. In the spring, we hope to get the contractor back to resolve the issues we having with our coatings on the final wears as they were supposed to be done at the same time. All biosolids are hauled for the year as well as all the maintenance and preventative maintenance. The equipment has been winterized and we were able to get the broken valves replaced in the influent lift station and wet well cleaned for winter. The plan for next year is to get gas mixing and digester piping replaced and also to replace the sluice gate in the wet well at the WWTP lift.
- Jet – The jet truck had to go back in for repairs the week of November 13th. The issue seemed to be bad fuel injectors, which we do not have the ability to fix ourselves. We also had to have it towed to Appleton as it was not able to be driven. We do have a trailer jet on loan at the plant just in case of an emergency.

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.

Next meeting was set to January 31, 2024 at 4:30 pm.

At 4:45 pm, Youngbauer motioned to adjourn with a second by Ottman, which was carried by voice vote.

Jennifer Langham - Secretary

