

SEWER AND WATER COMMISSION MEETING
BERLIN, WISCONSIN
May 29, 2024

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

We had no other public appearances or correspondence.

The next item on the agenda was approval of the minutes from the April 24, 2024 Sewer & Water Commission Meeting. Youngbauer moved to approve the minutes of the April 24, 2024 Sewer & Water Commission Meeting. Ottman seconded the motion, which was carried by voice vote.

The next item on the agenda was the approval of financials for April 2024. Bending moved to approve the April 2024 Financials. Youngbauer seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion on Office updates. Malnory stated that we are continuing to learn the system and fix as many issues as quickly as possible. The programmer did mention that this utility system does take about 6 months to learn and get set up for each specific utility company. The online payment system is not in place yet, but we are hoping for sooner than later.

The next item on the agenda was discussion and recommendation on the 2023 Compliance Maintenance Annual Report. We received a grade point average of 3.56 with only a bad grade on Influent flow. Bending asked what influent means and Malnory explained that it is what is collected from the public. He also explained that we have not control over this grade as we have to treat what is collected. Overall, we had A's on what we had control over. Youngbauer moved to approve the 2023 CMAR Resolution and send it to council. Bending seconded the motion, which was carried by voice vote.

The next item on the agenda was the superintendent report.

- Digester Project Update – Contracts are all signed and returned to engineer. Strand did get a schedule out from August Winter's & Sons. There will be a preconstruction meeting on June 4th at 10:00 am at the WWTP. Right now, August Winter's is getting there submittals together so Strand can approve them.
- Well # 5 Update- The new roof/vents/hatches are installed. The blacktop around the wall has been replaced. We are waiting for Alliant to replace underground to building as they were putting a new pole by the road. They decided to replace wire to the wall. The reservoir has been taken down and we expect it will be inspected next week by the DNR certified inspector. We should have the well back online end of next week if all goes to plan.
- CCR Update – CCR is complete and it has been posted in the paper and on the website.
- Sludge hauling – Process went well (no breakdowns) and were able to pump out from the beds to the Digester and good amount out of the back beds. We hauled out 550,000 gallons out and haul it out to fields. This took about 3 days. Questions were asked about how much the sludge hauling costs and Jennifer stated she would get that information for next meeting.
- Black topping – Well #5 has been milled off and new blacktop has been installed. At the WWTP, blacktop has been milled off, rolled, and prepped for new blacktop. Should be finished by beginning of next week.

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 July 31, 2024 at 4:30 pm.

At 4:50 pm, Ottman motioned to adjourn with a second by Youngbauer, which was carried by voice vote.

Jennifer Langham - Secretary