

SEWER AND WATER COMMISSION MEETING
BERLIN, WISCONSIN
April 30, 2025

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Bending, Ottman, Youngbauer, and Roethel. Also, present was Supt. Malnory, City Administrator Jessi Balcom, and Jennifer Langham

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 March 2025 Sewer & Water Commission Meeting. Bending moved to approve the minutes of the March 26, 2025 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 March of 2025. Questions were answered August Winter & Sons as well as SJE's payments. Youngbauer moved to approve the vouchers presented for March of 2025. Bending seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion on office updates. Malnory let the commissioners know that the paper bills were sent out on the 4th of April – however, customers did not start receiving them until the 11th of April or not at all. The post office was contacted about this issue. Some of this is due to the fact that we tried the e-mail bills again. Not all email bills were received and we will be going to a paper bill for everyone until we can get that dialed in. We did not charge penalties this month, but plan on starting those back up in May.

The next item on the agenda was discussion and recommendation on dump truck box. Malnory stated that search for a used dump truck box was not going well. This is due to the fact that it is an uncommon 13 ft box. The ones that he did find needed just as much work done on them as our current one. There was discussion about changing the size of the box, but it would be costly to modify the frame of the truck. Cost for a new one (based on two estimates) would be \$23,000 to \$24,000. An option offered by Malnory would be to put a new one in the budget for 2026. He would keep looking in the meantime to see if a good used box would come available to purchase in lieu of buying a new one. It was also determined with some minor fixes we could make the current box work until we could purchase a used/new one. A motion was made by Bending to plan on putting the new box in the 2026 budget unless a good used one became available for purchase. Youngbauer seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion only on future road projects. There are two road projects in the very early stages of planning that will allow us to do any utility work/repairs while the road is already dug up. This will be at our budget, however we will be looking for any available funding to help with the projects.

- 2029 – State Rd 91 (Spring St to the city limit)
- 2030 - 49 South

The next item on the agenda was the superintendent report.

- WWTP Digester Project -All parts are done to begin set-up for using the digester again. This will be started as early as this Friday.
- Digester Covers - the covers need to be repainted. This will need to be put on the 2026 budget.

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 May 28, 2025 at 4:30 pm.

At 4:52 pm, Ottman motioned to adjourn with a second by Youngbauer, which was carried by voice vote.

Jennifer Langham - Secretary

