

SEWER AND WATER COMMISSION MEETING
BERLIN, WISCONSIN
January 29, 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, Jennifer Langham, and Sue Kiener.

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 November 2024 Sewer & Water Commission Meeting. Youngbauer moved to approve the minutes of the November 13, 2024 Sewer & Water Commission Meeting. Bending seconded the motion, which was carried by voice vote.

The next item on the agenda was the approval of financials for November & December of 2024. Youngbauer moved to approve the vouchers between #17274 through #17367. Ottman seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion and on the payment to property owner of 130 S Adams Ave. Malnory explained that the amount of \$2,033 needed to be paid to the property owners due to sewer issues that were caused by a contractor. There was discussion about the contractor needing to pay the amount and the cost of going through our lawyer to be reimbursed. After the discussion Bending motioned to pay the property owners and to reach out to the contracted company to reimburse the sewer & water utilities. Youngbauer seconded the motion, which was carried by voice vote.

The next item on the agenda was the discussion of the lead service line inventory. Malnory talked about the lead line letters that were sent out per the DNR requirements. He also mentioned that there were about 650 letters sent out this year, but next year it would be greatly reduced due to our system being updated with the current information.

The next item on the agenda was the superintendent report.

- WWTP Digester Project – They have the underground piping, electrical portion, and the pouring of the flatwork base done for the new torch. They are now working on pouring the walls. August Winter's is doing the inside piping and components as well as pouring the bases for the pumps to sit on and all the gas plumbing to recover the methane. August Winter did send out a couple of pay requests that will be paid.
- New Pump Installations – The new Webster lift station and the WWTP pumps were installed and seem to be working well. They were completed on schedule by the end of 2024 (budgeted for 2024). In 2025, we have more pumps in the budget for the WWTP and Wisconsin St Lift station. The pumps have been ordered and are scheduled for the spring.
- Main Breaks – This winter season, we have had 5 leaks in the mains. We looked into possible water hammer, but have not found anything that leads to it. No valves in the wells are closing too fast as well as no changes in system pressures that would have caused them. I believe it is due to the ground shifting and the main not being able to flex, so it shredded the pipe. The last leak we repaired there was around 3 feet for frost, so we have some customers running water to prevent freeze ups. The leaks were on N. Adams, Memorial Dr., S. Wisconsin, E. Moore and also E. Marquette St (on Dec 3).

The next item on the agenda was Old Business. A follow-up on the 130 S Adams Ave discussion that included whether or not the contractor was going to reimburse us for previous service issues.

The next item on the agenda was New Business. Of which, we had none.

Next meeting was set to February 26, 2025 at 4:30 pm.

At 4:57 pm, Bending motioned to adjourn with a second by Ottman, which was carried by voice vote.

Jennifer Langham - Secretary