

SEWER AND WATER COMMISSION MEETING
BERLIN, WISCONSIN
January 31, 2024

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Bending, Ottman, Youngbauer, and Roethel. Also, present was Sara Rutkowski, Supt. Malnory and Jennifer Langham. Travis Anderson from Strand was present virtually.

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 general office updates. This included that we will be using a new third-party vendor, the switching of three to one on the 25th (through our office) ACH's, answering a previous question about the payment made to the PSC, and our software switchover in process.

The next item on the agenda was approval of the minutes from the November 29, 2023 Sewer & Water Commission Meeting. With a correction of Roethel being the one who called the meeting to order, Youngbauer moved to approve the minutes of the November 29, 2023 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 December 2023. Youngbauer moved to approve the vouchers between #16825 through #16864. Bending seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion and recommendation as necessary in regards to the Strand Digester Project. Strand presented their contract and answered questions of what services they provided. The DNR approved the plans and specification for the digester piping and equipment improvements. The engineering costs did come in underbudget at \$128,000. A pre-bid meeting will be held on Tuesday, February 6, 2024 at the WWTP.

The next item on the agenda was discussion and recommendation on the Jet Truck. The Jet did need to go in for more repairs for the cooling system (radiator and overflow tank were replaced). In looking at new builds, it was discovered that there is longer lead times on new builds vs pre-built trucks. We would like to see if there are any already available trucks with our equipment needs to save money on more repairs and considering that it is already build into the budget. The commissioners agreed that this was something worth looking into.

The next item on the agenda was the superintendent report.

- PSC Hearing- PSC Hearing was set for Tuesday, February 6, 2024 at 10:00 a.m. by zoom or audio-only telephone connection to present an overall water/PFP rate increase of 47.37%.

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 February 28, 2024 at 4:30 pm.

At 5:01 pm, Ottman motioned to adjourn with a second by Youngbauer, which was carried by voice vote.

Jennifer Langham - Secretary