

SEWER AND WATER COMMISSION MEETING  
BERLIN, WISCONSIN  
FEBRUARY 25, 2026

Roethel called the meeting to order at 4:30 P.M. Present – Commissioners Bending, Youngbauer, and Roethel. Ottman was absent. Also, present was Supt. Malnory, Council Liaison Melissa Sorenson, and Utility Clerk Jennifer Langham

The next item on the agenda was public appearances/correspondence. We had no public appearances or correspondence.

The next item on the agenda was approval of the minutes from the January 2026 Sewer & Water Commission Meeting. Bending moved to approve the minutes of January 28, 2026, Sewer & Water Commission Meeting. Youngbauer seconded the motion, which was carried by voice vote.

The next item on the agenda was the approval of financials for January of 2026. Questions including the 2025 Utility Payback to the city were answered. Youngbauer moved to approve the vouchers presented for January of 2026. Bending seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion on office updates. Malnory stated that one-page billing is set to start with the March billing. Also mentioned was that email billing will also start in March and customers would be encouraged to call us if they do not receive their email bill or would prefer paper form. A letter for the public informational meeting on the Monroe St & E Noyes St water main & service project would be going out this week (or early next week). The meeting is on March 12<sup>th</sup> at 5:00 p.m. in the city hall council chambers.

The next item on the agenda was discussion and recommendation on Monroe & East Noyes St water main projects. A letter of recommendation of Egbert's bid of \$184,575 was presented and discussed along with the other 5 bids (bids ranged from \$184,575 to \$268,050). Egbert was recommended by Kunkel engineering group due to experience with the contractor's past work efforts and that the bid fell \$45,000 under the original estimates. Youngbauer moved to approve the bid from Egbert for the Monroe & East Noyes St water main & service project. Bending seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion and direction of staff on lead line flyers. Malnory mentioned that we had recently sent out flyers to people who have a known galvanized line and those who have had a service that is unknown. He noted that we have a record of the piping information for the rest of the residents. The commissioners were satisfied with what had already been done to inform the residents and no additional direction was needed.

The next item on the agenda was discussion on Highway 49 & 91 future projects. The commissioners were presented with an estimated breakdown (engineering portion) of the cost of the Highway 49 & 91 future projects. This included an estimated total of \$57,800 for sanitary sewer and \$86,800 for the watermain portion on the 91-design budget. For the 49-design budget, the sanitary sewer is estimated at \$122,850 and the watermain portion is estimated at \$109,550. We would be looking at grants or loans to help pay for these projects.

The next item on the agenda was the superintendent report:

- WWTP Digester Project- the PRV's has been calibrated, and the methane touch is running well. The methane is also running our sludge heater. When the sludge heater does not call for methane, it is diverted to the torched and is burned off. We have been adjusting settings to get it the way we need it to function. The mixing pumps are doing a good job as well. That should be the final work for the project, and it should be closed out.

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 March 25, 2026, at 4:30 pm.

At 4:44 pm, Youngbauer motioned to adjourn with a second by Bending, which was carried by voice vote.

Jennifer Langham - Secretary

