SEWER AND WATER COMMISSION MEETING
BERLIN, WISCONSIN
MAY 27, 2026

Roethel called the meeting to order at 4:30 pm. Present – Commissioners Bending, Roethel, and Podoll. Ottman and Youngbauer were absent/excused. Also, present was Supt. Brian Malnory, City Administrator Jessi Balcom, Council Liaison Melissa Sorenson, Utility Clerk Jennifer Langham, and Utility Clerk Lucinda Radloff.

There was no public appearances/correspondence.

The next item on the agenda was approval of the minutes from the April 2026 Sewer & Water Commission Meeting. Bending moved to approve the minutes of April 29, 2026, Sewer & Water Commission Meeting. Podoll seconded the motion, which was carried by voice vote.

The next item on the agenda was the approval of financials for April of 2026. Bending moved to approve the vouchers presented for April of 2026. Podoll seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion on First Net phones and internet. Malnory stated that First Net is a government internet service contract for cell phones and internet. The network is set up to give government entities priority for internet and cell service during emergencies. This service is not available to general public. It was also mentioned that the current internet at the plant has several connectivity issues, and recommendation is to switch to the First Net network with an option available for two cradle points for the plant and water department. Questions were answered on cost per month of First Net. Malnory recommended the plant switch to First Net. Podell moved to approve switching service to First Net at the plant, Bending seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion of Residency requirements for Commission Members of the Sewer and Water Commission. Discussion was held on whether commissioners should be required to reside in the City of Berlin. It was recommended that yes, all commissioners need to reside in the City of Berlin. Podoll moved that the recommendation be brought to the Common Council. Bending seconded the motion, which was carried by voice vote.

The next item on the agenda was recommendation for the Compliance Maintenance Annual Report (CMAR). The grading on the CMAR was 8 A's and 1 D. The D grade was determined by what comes into the plant. Roethel moved to approve the CMAR resolution and send it to Council. Podoll seconded the motion, which was carried by voice vote.

The next item on the agenda was discussion and recommendation on Well #6 soft start / VFD. Supt. Malnory discussed the need for a new motor and VFD on Well #6 to increase the efficiency of the well. Malnory recommended a new motor to replace the 30-year-old motor. Podoll moved to approve the replacement of old motor. Roethel seconded the motion, which was carried by voice vote.

The next item on the agenda was the superintendent report:

- Well #6 Generator: The generator at Well 6 is offline. PM maintenance was done on the generator through a contract with Cumming Oran. It is a 5-year maintenance plan contract to check the cooling system on the generator and replace fluids. After doing their maintenance, water was found in the oil when the Utility went to run it again. The Utility is currently working with Cumming Oran to see if it's something that was done during maintenance or if there is a problem with the generator.
- Update on Roof: So far the roofs have been replaced on Wisconsin and Cumberland Lift Stations. The Water Department Roof has been repaired. The roof at Well #4 still needs to be repaired, and it's scheduled for repairs on Thursday, May 28.

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

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Next meeting was set to July 29, 2026, at 4:30 pm. No Meeting is planned for June.

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

Lucinda Radloff - Secretary