

SEWER AND WATER COMMISSION MEETING
BERLIN, WISCONSIN
JULY 29, 2026

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

There was no public appearances/correspondence.

The next item on the agenda was approval of the minutes from the May 2026 Sewer & Water Commission Meeting. Bending moved to approve the minutes of May 27, 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 May & June of 2026. Youngbauer moved to approve the vouchers presented for May & June of 2026. Podoll seconded the motion, which was carried by voice vote.

The next item on the agenda was office updates. Malnory announced that Lucinda had left the sewer & water department for a better opportunity, but we have an accepted offer from Melinda Peterson. She is due to start the week of August 10, 2026.

The next item on the agenda was discussion on the Compliance Maintenance Annual Report (CMAR). Malnory shared the DNR response on our 2025 CMAR. The DNR stated that the city has an excellent handle on its industrial wastewater contributing industries. They are confident in the operations, upkeep, and staff.

The next item on the agenda was discussion on Well #4, 5, & 6. On Well #4 Supt. Malnory stated that we replaced valves on tank for Ion exchange (radium removal). On well #5, they put in a new transducer for well radium to replace air bubbler system. On Well #6, they replaced the well pump motor and installed a VFD Drive for the motor. A clay valve was also rebuilt.

The next item on the agenda was the superintendent report:

- The next item Well #6 Generator- the generator has been put back online since the last update. We changed the oil a couple of times to get the moisture out. We had it run for several hours, and it seems to be back to normal. The representative from Cummings said they would be willing to cover cost associated with the oil changes.
- Digester- No updates as the job has not started. August Winters will be onsite Thursday to get their plan together.
- Jetting- Most all of the town is done jetting. What is left is Main Street and the interceptor main down Water Street. Once that is complete, we will go back to any potential problem spots and run through them again.
- Flushing- the annual bilateral flushing of the water mains is done. It went well. All the hydrants are operational and have been inspected and the main lines are flushed out.
- RAS Pumps- One VFD has been replaced for pump #2 and Crane Engineering plans to come in on the 4th & 5th of August to install new pump for RAS #2.

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 August 26, 2026, at 4:30 pm.

At 4:42 pm, Ottman motioned to adjourn with a second by Podoll, which was carried by voice vote.

Jennifer Langham - Secretary