SEWER AND WATER COMMISSION MEETING
BERLIN, WISCONSIN
AUGUST 26, 2026

Roethel called the meeting to order at 4:30 pm. Present – Commissioners Youngbauer, Roethel, Ottman, and Podoll. Commissioner Bending and Liaison Melissa Sorenson were absent. Also, present was Supt. Brian Malnory, Utility Clerk Melinda Peterson, and Utility Clerk Jennifer Langham.

For public appearances/correspondence, the new utility clerk Melinda Peterson was introduced to the commissioners.

The next item on the agenda was approval of the minutes for the July 2026 Sewer & Water Commission Meeting. Ottman moved to approve the minutes of July 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 July of 2026. Questions were answered about Hydrant painting and water/sewer bills. Podoll moved to approve the vouchers presented for July of 2026. Youngbauer seconded the motion, which was carried by voice vote.

The next item on the agenda was office updates. Malnory stated that the office will begin working on the 2027 Budget as soon as the next bills are sent out in September. This will be presented at the October meeting. We will also be getting ready for delinquent charges to be put on taxes.

The next item on the agenda was discussion on the Digester. Malnory stated that they were going to have the digester painted and sandblasted. In order to do this, they had to empty the digester. While they were taking the digester down, the vacuum breaker didn't vacuum, and the cover imploded on itself. It should have worked as they just put this device on 6 months ago. The cover is a total loss. It must be picked up and scrapped. What we are looking into now is a replacement cover of the same kind or some other way to put a cover on the digester. This could be a dome or whatever will work in that application. They are still making those exact covers in the way that they made this one. They are working on getting a cost for a replacement cover back to Malnory. A question of cost came up, and Malnory couldn't give a reliable estimate as the cost varied from $250,000 to $500,000 (depending on who you asked). They are working on getting that cover lifted out of there so they could continue to use the digester like it is without pulling the gas. It can be used without a cover, but it must be circulated in the wintertime, so it doesn't freeze. We have capability to circulate it, but we must make sure there is enough mixing, otherwise we will have to introduce some more types of mixing or put a temporary cover on it. They are in the process of figuring out how they can safely get it off that digester. We did everything correctly on our side to prevent this from happening. It could take up to a year to get this cover, it's 40 feet in diameter, and weighs about 44,000 pounds. The insurance company has also been spoken to about the matter.

The next item on the agenda was discussion on a new permit draft for the Wastewater Treatment plant. Discussion was held on new/updated information required by the DNR. These included Influent Flow Rate, Nitrogen Ammonia, E. Coli, Chloride, PFOS/PFOA, Nitrogen Total/Nitrate & Nitrite, PFAS in Biosolids, report on Effluent discharge and evaluation (when a plan is needed). The last item mentioned was a Sludge Management Plan.

The next item on the agenda was the superintendent report:

- Well #4 update- the new booster pump has been installed. It has been installed. It has replaced the old original booster pump motor that failed. The motor was original to the well and was moved over into the treatment room when the Ion exchange treatment was built.
- RAS Pumps update -Pump #1 RAS has been replaced with a new 10 horsepower Gorman RUP pump. It is a bigger pump and will be able to increase the RAS flow (needed in time of higher flow). We have also replaced the VFD to go along with it. Pump #2 will be installed today along with the new VFD and that will complete the update for the RAS. Pump #3 will remain as a backup (maybe to be replaced in the future).
- Water Main Projects update- Contractor has the temporary water set up on both the projects. They are hooking temporary water up to Monroe and today they are doing the tie ins on both ends of Monroe so they can start putting the new water main in. They will get Monroe done first, then move over to Noyes.
- Park Ave- As a reminder, coming up in our budget, we will be adding complete reconstruction of Park Ave. This project will be from Wisconsin St East to North Swetting St. It will also include parts of State and Oak St. We do have preliminary costs from our engineer, and I will have them for you at the budget meeting.
- Financial Information to be presented at future meetings – You currently are presented with the invoices paid, check numbers, the amounts paid, and to whom. It has been suggested by our auditors that we disclose more information about finances. In the future you will be seeing the account summary from the bank and all credit activity. From the bank, you will see electronic checks/debits and balance summary. On our side (Accufund), you will see what is in our system compared to the bank. You will see the reconciliation statement from our softener and be able to see how our records line up with the bank records. We will also try to have a summary page for you to look at. This will help you to understand what you are looking at. It is quite a bit of information to look at, but our goal is to be as transparent as

possible without confusing you with a lot of unnecessary information. If the bank and our records balance out, we have achieved our goal.

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 September 30, 2026, at 4:30 pm.

At 4:58 pm, Ottman motioned to adjourn with a second by Youngbauer, which was carried by voice vote.

Jennifer Langham - Secretary