



Utility Committee Meeting Agenda

May 26, 2026 - 4:45 PM
Council Chambers
3805 S. Casper Drive

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. 04/28/2026 Meeting Minutes
4. **NEW BUSINESS**
 - A. UT 13-26 Recommend to the Common Council to approve Resolution #26-08 Compliance Maintenance Annual Report (CMAR) for reporting year 2025.
5. **OLD BUSINESS**
6. **UPDATES**
 - A. Milwaukee Water update.
7. **ADJOURN**

Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes will also be posted online.
- Agenda items may be taken out of order at the governing body's discretion.
- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.
- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.

Utility Committee MEETING MINUTES



April 28, 2026 - 4:45 PM
Council Chambers
3805 S. Casper Drive

MINUTES

1. CALL TO ORDER

Alderman Harenda called the meeting to order at 4:49PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

3. APPROVAL OF MINUTES

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Hopkins
Motion Passed 4-0

A. 03/24/2026 Meeting Minutes

4. NEW BUSINESS

A. UT 11-26 Recommend to the Common Council to award the construction contract for 2026 Private Property I/I Dye Water Testing Project to the lowest responsive bidder, Visu-Sewer, LLC, in the amount of \$167,807.20.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Hopkins
Second by: Commissioner Anderson
Motion Passed 4-0

B. UT 12-26 Recommend to the Common Council to award the maintenance contract for the Sanitary Sewer Lining Project to the lowest responsive bidder, Visu-Sewer, LLC, in the amount of \$488,154.40.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Hopkins
Motion Passed 4-0

5. OLD BUSINESS

None

6. UPDATES

None

7. ADJOURN

MOTION: Motion to Adjourn 4:53PM

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Hopkins
Motion Passed 4-0

**Respectfully Submitted,
Norgie Metzinger, Administrative Specialist**

UTILITY STAFF REPORT EXECUTIVE SUMMARY

CUSTOMER/PROJECT: 2025 Compliance Maintenance Annual Report

LOCATION: N/A

REQUEST: Approval of Resolution # 26-08

UTILITY MANAGER RECOMMENDATION:

Recommend to the Common Council to approve Resolution #26-08 Compliance Maintenance Annual Report (CMAR) for reporting year 2025.

DETAILS IN ATTACHED STAFF REPORT

CITY OF NEW BERLIN
UTILITIES DEPARTMENT
STAFF REPORT

2025 Compliance Maintenance Annual Report

DATE STAFF REPORT CREATED: May 18, 2026

CUSTOMER/PROJECT NAME: Compliance Maintenance Annual Report

ISSUE/DESCRIPTION OF PROJECT: Approve Resolution #26-08

DATE OF COMPLETENESS DETERMINATION: Due by June 30, 2026

REQUESTED ACTION:
Recommend to the Common Council to approve Resolution #26-08, Compliance Maintenance Annual Report (CMAR) for reporting year 2025.

FISCAL IMPACT: N/A

SOURCE OF FUNDS: N/A

RATIONALE:
The CMAR report needs to have the City of New Berlin Common Council approval annually by June 30th of the following year to be accepted by the Wisconsin Department of Natural Resources (WDNR) for 2025

PREVIOUS ACTION: N/A

UTILITY MANAGER RECOMMENDATION:
Recommend to the Common Council to approve Resolution #26-08, Compliance Maintenance Annual Report (CMAR) for reporting year 2025.

ATTACHMENTS:
Resolution #26-08 Resolution accepting the Compliance Maintenance Annual Report for the City of New Berlin Wastewater Utility.

RESOLUTION NO. 2026-08
A RESOLUTION ACCEPTING THE COMPLIANCE MAINTENANCE ANNUAL REPORT FOR THE
CITY OF NEW BERLIN WASTEWATER UTILITY

WHEREAS, the City of New Berlin has fully completed and compiled the data for the 2025 Wastewater Utility Compliance Maintenance Annual Report per the State of Wisconsin Department of Natural Resources requirement, and;

WHEREAS, the City of New Berlin Common Council is required to approve this report and all of its contents as related to the City's Wastewater Utility.

NOW THEREFORE BE IT RESOLVED THAT, the City of New Berlin Common Council approves and accepts the Compliance Maintenance Report as related to the City's Wastewater Utility for the 2025 year.

Passed and adopted by the Common Council this 9th day of June, 2026

APPROVED:

David A. Ament, Mayor

Countersigned/Certified:

Rubina R. Medina, City Clerk

Compliance Maintenance Annual Report

New Berlin Sewage Collection System

Last Updated: Reporting For:
5/18/2026 **2025**

Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="John Sughroue"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="262-786-7086"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="jsughroue@newberlin.org"/></p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2025"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CFWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2025"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>													
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 35%; text-align: right;"><input style="width: 150px;" type="text" value="4,519,279.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="4,519,279.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: right;">+</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="247,777.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="4,519,279.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="4,519,279.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	<input style="width: 150px;" type="text" value="247,777.00"/>	
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3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	<input style="width: 150px;" type="text" value="247,777.00"/>											

Compliance Maintenance Annual Report

New Berlin Sewage Collection System

Last Updated: Reporting For:
5/18/2026 **2025**

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 4,767,056.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$ 434,692.00

0

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Liftstation Upgrades	\$1,750,000	2026
2	Generators - for two Liftstations	\$400,000	2026
3	Regal Manor Force Main	\$1,000,000	2027
4	SCADA Upgrade	\$75,000	2029

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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New Berlin Sewage Collection System

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	22,717	37
February	20,729	33
March	21,400	48
April	21,312	32
May	16,658	30
June	17,099	30
July	16,002	34
August	17,680	39
September	14,600	29
October	12,596	33
November	13,330	28
December	20,314	28
Total	214,437	401
Average	17,870	33

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

No

Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Nothing currently planned for the future.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

1. Comply with the WPDES permit concerning sanitary sewer overflows.
2. Minimize the occurrences of preventable overflows.
3. Minimize the life cycle ownership costs of the collection system assets.
4. Improve or maintain the level of customer service.
5. Improve or maintain system reliability.
6. Reduce the potential threat to human health from sewer overflows.
7. Provide adequate capacity to convey peak flow.
8. Manage infiltration and inflow.
9. Protect collection system worker health and safety.
10. Operate a continuous CMOM Program.

Did you accomplish them?

- Yes
- No

If No, explain:

3. Condition assessment program not yet created.
4. Customer mail survey not completed.
5. Root cause analysis not completed.
7. Sanitary Sewer system modeling not completed.

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

City Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2009-06-01

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection

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Rehabilitated sewer and lift station installation, testing and inspection
 Sewage flows satellite system and large private users are monitored and controlled, as necessary
 Fat, oil and grease control
 Enforcement procedures for sewer use non-compliance
 Operation and Maintenance [NR 210.23 (4) (d)]
 Does your operation and maintenance program and equipment include the following:
 Equipment and replacement part inventories
 Up-to-date sewer system map
 A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 A description of routine operation and maintenance activities (see question 2 below)
 Capacity assessment program
 Basement back assessment and correction
 Regular O&M training
 Design and Performance Provisions [NR 210.23 (4) (e)]
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 Construction, Inspection, and Testing
 Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]
 Does your emergency response capability include:
 Responsible personnel communication procedures
 Response order, timing and clean-up
 Public notification protocols
 Training
 Emergency operation protocols and implementation procedures
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 Special Studies Last Year (check only those that apply):
 Infiltration/Inflow (I/I) Analysis
 Sewer System Evaluation Survey (SSES)
 Sewer Evaluation and Capacity Management Plan (SECAP)
 Lift Station Evaluation Report
 Others:

The City continues to flow monitor the majority of the sanitary sewer system. A dye water testing project was also completed in 2025.

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	18	% of system/year
Root removal	0	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	20	% of system/year

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Manhole inspections	<input type="text" value="32"/>	% of system/year
Lift station O&M	<input type="text" value="168"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="2.3"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value=".033"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="0"/>	% of system/year
Private sewer I/I removal	<input type="text" value="0"/>	% of private services
River or water crossings	<input type="text" value="0"/>	% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below:		
<input type="text"/>		

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="40.205"/>	Total actual amount of precipitation last year in inches
<input type="text" value="34.5"/>	Annual average precipitation (for your location)
<input type="text" value="186.9"/>	Miles of sanitary sewer
<input type="text" value="9"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="10"/>	Number of complaints
<input type="text"/>	Average daily flow in MGD (if available)
<input type="text"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.01"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.05"/>	Complaints (number/sewer mile)
<input type="text"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
0 8/10/2025 12:15:00 AM - 8/10/2025 3:50:00 AM	6060 S Lowell Place	Rain, Flooding	457,500

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1	8/10/2025 12:15:00 AM - 8/10/2025 10:15:00 AM	4699 Sovereign Dr.	Rain, Flooding	360,000
<p>** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.</p> <p>What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?</p> <p>The overflows listed above were due to a historically large rain event. The City responded to the overflows effectively and efficiently to minimize the volume of the overflow.</p>				
<p>5. Infiltration / Inflow (I/I)</p> <p>5.1 Was infiltration/inflow (I/I) significant in your community last year?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <div style="border: 1px solid black; padding: 2px;">None.</div> <p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <div style="border: 1px solid black; padding: 2px;">Future investigation projects are being planned to identify locations of I/I in the City's system.</div>				

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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5/18/2026 **2025**

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)