

**MINUTES**  
**TOWN OF BERLIN BOARD MEETING**  
**December 11, 2025**

**Call to Order, Roll Call, & Pledge:**

Chairman Tim Hahn called the special board meeting to order at 7:00 P.M. on December 11, 2025, in the Town of Berlin Center. Present: Tim Hahn, Daniel, Klosinski, Lyle Zernicke, Amy Gilles, Connie Nowak, and Zoning Administrator Bryan Gilles. Absent: None. Visitors: no visitors

Chairman Hahn led in the Pledge to the Flag.

**Minutes:**

Minutes of November 11, 2025, meeting were reviewed and approved. Motion made by Supervisor Klosinski, seconded by Supervisor Zernicke; motion called and carried.

**Unfinished Business:**

1. Maintenance at Berlin Center:
  - a. Replaced high limit switch on Lions/Election room furnace.
  - b. Precision will replace entry doors at the North end of building in January 2026
  - c. Bryan Gilles replaced batteries gym thermostat.
2. Maintenance at Garage
  - a. None

**Supervisor's Report:**

1. Edges were changed to cutting edges on trucks.
2. Jesse Woller started with Town of Berlin as worker November 30, 2025.
3. Peter Severson resigned on November 19, 2025.
4. Supervisors' Zernicke and Klosinski will help plow as needed.
5. Application given to town resident interested in potentially working for town.
6. Motion by Supervisor Zernicke to purchase \$50 gift cards for Amanda Teske, Bryan Gilles, and Rodney Emmerich. Motion seconded by Supervisor Klosinski. Motion called and carried.

**Old Business:**

1. Zoning Board Meeting was held November 20, 2025 – discussed substandard lots, solar renewable energy and right of way permitting. Zoning board will be meeting February 26, 2026, to continue discussion on solar renewable energy and right of way permitting.

**New Business:**

1. Estimate received from Brandenburg Plumbing & Heating for furnace in Lions/Election room - \$5,885.00, and to install 6 WI-FI thermostats cost would be \$2,975.00. Chairman Hahn tabling decision and will be contacting Brandenburg for a different brand of furnace and will get another estimate for January meeting.
2. Estimate received from Elite Electrical for \$7,500.00 for electrical work in the kitchen area at Berlin Center for upgrading fuse to 100-amp, grounding of the panel, and GFCI and having 10 outlets changed to individual breakers. Motion by Supervisor Klosinski to accept estimate for Elite Electrical. seconded by Supervisor Zernicke.

3. Chairman appointed 2026 election workers Michael Schuster, Melissa Kohl-Knaup, Amy Gilles, Kathy Christensen, Linda Krenz, Kathleen Fons Anderson, and Deb Marathon County Republican party
4. Motion by Chairman Hahn to rename Equipment fund to Capital Outlay fund and to transfer \$50,000 from the general fund to the Capital Outlay fund. Motion seconded by Supervisor Klosinski. Motion called and carried.

**Other:**

1. The next regular monthly board meeting is scheduled January 13, 2026, at 7:00 P.M. in the Board Room at the Berlin Center.

**Bills reviewed and reconciled for payment.**

**Zoning Administrator Report:**

1. No permits issued in November
2. Attended zoning informational meeting – received information on land division ordinance and Zoning Administrator Gilles will be meeting with County to get more information.

**Treasurer's Report:**

1. Treasurer Gilles presented the treasurer's report showing a checkbook balance as of November 30, 2025, at \$168,073.22 which includes \$23,215.28 for black top grinding and replacement on Berlin and \$3,000 towards wedging and chip sealing. ARPA funds allocated \$40,000 Adams Lane Road rebuild and \$15,000 towards the Gym roof replacement. There is a balance in the Debit Card account at \$2,935.61. There is a balance of \$26,479.93 in the Equipment Fund.  
Motion by Supervisor Klosinski to accept treasurer's report as presented. Motion seconded by Supervisor Zernicke. Motion called and carried.

**Adjournment:**

There being no further business, the meeting adjourned at 833 p.m. in a motion by Supervisor Klosinski; seconded by Supervisor Zernicke; motion called and carried.

Connie L. Nowak  
Connie L. Nowak, Clerk