

**MINUTES**  
**TOWN OF BERLIN BOARD MEETING**  
**July 8 2025**

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

Chairman Tim Hahn called the special board meeting to order at 7:00 P.M. on July 8, 2025, in the Town of Berlin Center. Present: Tim Hahn, Daniel, Klosinski, Jase Glaze, Amy Gilles, Connie Nowak, and Zoning Administrator Bryan Gilles. Absent: None. Visitors: one visitor

Chairman Hahn led in the Pledge to the Flag.

**Minutes:**

Minutes of June 10, 2025, regular monthly meeting reviewed and approved. Motion made by Supervisor Klosinski, seconded by Chairman Hahn; motion called and carried.

**Unfinished Business:**

1. Maintenance at Berlin Center:
  - a. Window in inner door on North side of building needs to be replaced. Bryan Gilles will replace.
  - b. Urinal in men's bathroom being repaired.
  - c. Bryan Gilles will be getting an estimate to repair or replace outer doors at entrances.
2. Maintenance at Garage
  - a. None

**Supervisor's Report:**

1. Ditching is completed on Mitchell south of County Rd FF – west side, Valley Lane south of County Rd L- both sides of road to the bridge, replaced culvert on Mitchell Lane between Lincoln and Naugart, and replaced culvert on Adams Lane and Naugart Drive, replaced culvert at Berlin Center and replaced culvert at Reinke Schoolhouse on Naugart Drive, repaired soft spot in road across from Berlin Center and ditching.
2. Mowing of grass on sides of the road has been completed.

**Old Business:**

1. Discuss picnic for anniversary in 2026. Newsletter will be going out at the end of August.

**New Business:**

1. Interviewed Pete Severson and extended an offer for the position at \$21.00. Motion by Chairman Hahn. Motion seconded by Supervisor Glaze. Motion called and carried. Discussion that Lyle will stay on and train with Pete Severson after the DOT physical and drug testing.
2. Acknowledgement of Resignation from Supervisor Glaze and process to appoint. Jase is moving to South Dakota to go to school for Animal Science in August and will be resigning effective August 20, 2025. Chairman Hahn and Supervisor Klosinski will discuss with members of the community and plan appoint a Supervisor at the August meeting.
3. Town Board signed a resolution to approve Clerk Nowak as the custodian of documents. PUBLISH

**Other:**

1. The next regular monthly board meeting is scheduled August 19, 2025, at 7:00 P.M. in the Board Room at the Berlin Center.
2. Towns Association joint meeting July 24, 2025.

**Bills reviewed and reconciled for payment.**

**Zoning Administrator Report:**

1. No permits issued in June 2025
2. Avia Associates trying to create maps for cell towers in area
3. Everlight Solar contacted for Zoning panels.
4. Address Signs for County Rd FF

**Treasurer's Report:**

1. Treasurer Gilles presented the treasurer's report showing a checkbook balance as of June 30, 2025, at \$231,362.18 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 \$2,803.21. There is a balance of \$41,459.75 in the Equipment Fund.  
Motion by Supervisor Klosinski to accept treasurer's report as presented. Motion seconded by Supervisor Glaze. Motion called and carried.

**Adjournment:**

There being no further business, the meeting adjourned at 8:14 p.m. in a motion by Supervisor Klosinski; seconded by Supervisor Glaze; motion called and carried.

Connie L. Nowak  
Connie L. Nowak, Clerk