



**RIB MOUNTAIN  
METROPOLITAN SEWERAGE DISTRICT**  
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*"Doing our part for the Wisconsin River."*

**DIRECTOR:**  
Eric Donaldson

**SUPERINTENDENT:**  
Andy Heise

## REGULAR MEETING MINUTES

**March 10, 2026**

Commission President, Robert Stavran, called the meeting of the Rib Mountain Metropolitan Sewerage District (Metro) to order at 11:30 a.m.

**ROLL CALL** - Commission Members Present: Robert Stavran, Thomas Kipp, Keith Biedermann, Darin Westover and Kevin Breit.

**Also Present:** Eric Donaldson; Director; Andy Heise; Superintendent, Sandra Balz; Administrative Clerk and Michael? (Unknown/no response or last name appears) on Zoom.

**Commission Members Absent:** None

### **MINUTES APPROVAL**

Mr. Breit made a motion to approve the meeting minutes of February 10, 2026, and Mr. Biedermann seconded the motion. Motion was carried.

**CHECK REGISTER APPROVAL** - Mr. Kipp made a motion to approve the following February checks and Mr. Breit seconded the motion. Questioned and unanimously passed.

Equipment Replacement CK#	\$
Asset/Capital Improv. CK#	\$ 312,031.94
General Checks -Prepaid/Manual	\$ 74,514.39
General Checks CK# 31137-31167	\$ 61,134.53
	\$
<b>TOTAL</b>	<b><u>\$ 447,680.86</u></b>

## **DIRECTOR/SUPERINTENDENTS REPORT**

**Budget Comparison Report** – Budget comparison reviewed and discussed.

### **Asset/Replacement Requests-**

A discussion regarding the Fixed Assets handling and record keeping. Mr. Kipp recommended an insurance policy for the plants fixed assets. We will evaluate the process once the project is completed as there is a minimum balance requirement in ERF per DNR. However, we can further discuss using the percentage schedule vs. the itemized schedule.

**Weston Sample Station Update-** Mr. Donaldson states we are just awaiting better weather to start project.

**New Sludge Screen/Mixing Pump Replacement** – Trillium Flow Technologies, our PO# 1375 using retired equipment balance.

**Plant Report** – Reviewed and discussed the sludge storage.

The WSLH Lab Cert. Proficiency Testing Results were presented and Mr. Stavran recognized Mr. Hering for his good work, and we will put this information in his personnel file.

**Community Report** – Mr. Westover commented on our sample testing and a high BOD result for February. Mr. Donaldson explained our lab testing/sampling process.

## **OLD BUSINESS**

**PHASE II - Construction Update & Pay App #20 for Approval-** The Commissioners reviewed the pending changes log and Eric gave a project update.

A motion was made to approve pay application #20 in the amount of \$ 238,031.94 by Mr. Kipp and seconded by Mr. Breit. Motion was carried. The total retainage stands at \$564,628.47.

**Update Regarding Solar Credits** - Mr. Donaldson presented a lower quote from Wipfli in the amount of \$12,614.00 to complete forms and review pay applications. This would be to complete Form 3468 and obtain our credit from the IRS, with potential additional credits. Eric noted the process is starting and takes about 60 days from the first initial submission.

Mr. Donaldson presented the electricity usage from WPS, to show the reduction in our energy usage due to the Solar Array. Eric will continue to present this to the commission each month.

**Influent pH Issue-** Eric noted one low pH spike was detected and will continue to watch.

**Applied Laser Tech Update** – Eric stated that DNR is still working on the pretreatment permit.

**Account Summary** - Reviewed

## **NEW BUSINESS**

Resolution #111 – Procurement Policy signed by both President and Secretary.

Three Year Succession Planning – Mr. Donaldson stated that we will soon have three staff members retiring over the coming years: Clerk, Director and Superintendent. Eric asked commissioners to decide whether to promote internally by training for Superintendent position or look outside the Metro.

Commissioners email addresses and the possibility of getting a ribmountainmetro.com address was discussed noting they were getting a lot of spam emails. Sandra stated she took the commission members personal emails off the website and if Eric or Sandra get a call/email for the commission, we will forward or pass on the members' email.

**ADJOURNED** - At 12:53 p.m.; with no further business to discuss, a motion was made to adjourn the meeting by Mr. Biedermann and seconded by Mr. Kipp. Questioned and unanimously passed.

**Note:** A tape of the proceedings of the Public Hearings & Regular Meetings is on file for approximately 90 days at Rib Mountain Metropolitan Sewerage District, 151401 Aster Road, Wausau, WI.