



RIB MOUNTAIN
METROPOLITAN SEWERAGE DISTRICT
151401 ASTER ROAD
WAUSAU, WI 54401
715-359-7852
Rmmsd@ribmountainmetro.com

DIRECTOR:
Eric Donaldson

SUPERINTENDENT:
Andy Heise

"Doing our part for the Wisconsin River."

BUDGET WORKSHOP/REGULAR MEETING MINUTES

September 10, 2024

Commission President, Robert Stavran, called the meeting of the Rib Mountain Metropolitan Sewerage District (Metro) to order at 9:30 a.m.

ROLL CALL - Commission Members Present: Robert Stavran, James Pauls, Keith Biedermann & Thomas Kipp, Darin Westover (newly appointed)

Also Present: Eric Donaldson; Director; Andy Heise; Superintendent; Sandra Balz; Administrative Clerk; Jared Grande, Community Dev. Director; Mike Heyroth, Utility Director; V. of Rib Mountain. Along with Tim Vergara, V. of Rothchild; Mike Wodalski, V. of Weston and Randy Langer, Strand Associates; on Zoom.

Commission Members Absent: None.

Discussion on New Commissioner Appointment & Reappointment – Mr. James Pauls- was reappointed and sworn in for another term on the Metro Commission until August 11, 2029.

Discussion: Mr. Darin Westover stated that he is still working for the Village of Rib Mountain, on a very limited basis and asked the Commission if this would be an issue. Commission Handbook states "Where a Commissioner or employee of the Metro is also an elected or appointed officer, official or employee of another municipality located within the Metro, such Commissioner or employee of t his Metro shall discharge his or her duties in the best interest of the Metro and shall not permit any political consideration or other interest arising by virtue of his or her relationship with such municipality to influence the discharging of such duties on considerations or other interests may exist, the same shall be disclosed prior to the time the transaction or matter is acted upon by the Metro. If circumstances warrant, the particular Commissioner should abstain from voting on the particular matter."

A Motion was made by Robert Stavran and seconded by Thomas Kipp and Motion carried; to approve the appointment of Darin Westover as Commissioner for the Metro and Mr. Westover was then, sworn in and will serve as replacement for Mr. Strehlow until August 11, 2026. Motion was passed unanimously.

BUDGET WORKSHOP: Donaldson explained the budget items and some increases. Also, additional lab testing & data which, we are looking for another lab for PFAS in sludge. Donaldson explained that he would like to change the Good Friday holiday to be used as a Personal day for all employees. Donaldson requested a quote for Insurance thru Spectrum (MPIC) and explained the security thru VC3 which, we would have to switch from our current IT provider; Applied Tech.

Health, Dental & Vision insurance was reviewed as, the Metro does not currently provided Dental or Vision insurance to employees. The WRS contributions will increase to 6.95% for 2025.

The topic was brought up regarding random drug testing for each CDL drivers though Overland Transport by Mr. Kipp. Donaldson also mentioned that he would like employees to have an option to choose additional vacation time in lieu of 2% raise. A motion to adjourn/recess Budget Workshop made by Mr. Biedermann and seconded by Mr. Kipp and was passed with unanimous consent.

MINUTES APPROVAL

Thomas Kipp made a motion to approve the Meeting Minutes from August 13, 2024, and Keith Biedermann seconded the motion. Motion carried.

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

Debt Service -On-line Payment-CWF Loan	\$
Asset/Capital Improv. CK#	\$
General Checks -Prepaid CK# 30648 & 30649	\$ 56.14
General Checks CK# 30653 - 30670	\$ 109,159.41
Manual/Auto Payments	\$ 94,267.22
TOTAL	\$ 203,482.77

DIRECTOR/SUPERINTENDENTS REPORT

Budget Comparison Report – Budget comparison reviewed at 56% and discussion for next year’s dollars.

Asset/Replacement Request –The Weston sample station roof to be updated approximately \$45,000. We are still waiting on our computers and deciding on IT assistance.

PLANT REPORT – Reviewed.

OLD BUSINESS

Phase II Update - Donaldson gave an update on the project and advised the North Wind Solar Array project was moved to next year, summer 2025.

Influent pH Issue – We continue to monitor.

Crystal Finishing Update – No August Report.

Applied Laser Technology Update – East end of Weston-DNR contacted them as a formal pretreatment source and need approval/permit. Results are currently now complaint. Gate camera to be installed in September per Andy, Superintendent.

Mr. Grande, Community Dev. Director; Village of Rib Mountain presented a statement regarding his staff member; Jeremy Kloos, Building Inspector; and interaction with Mr. Donaldson, Director; (**see attached**) letter from Mr. Grande to Commissioners and Mr. Donaldson’s letter of response.

RECONVENE INTO BUDGET WORKSHOP- WWOA conference is October 23-25 & open to commissioners and well as operators/employees.

A motion was made by Mr. Westover and seconded by Mr. Kipp to go into Closed Session Pursuant to WI State Statute 19.85 (1)(c). Questioned and by means of roll call vote, was unanimously passed.

The Commission proceeded into Closed Session. A discussion was held regarding the 2025 Wage and Benefit Package for the Metro Employees along with employee performance’s.

A motion was made by Mr. Stavran and seconded by Mr. Kipp to adjourn the Closed Session and return to Open Session. Questioned and by means of roll call vote was unanimously passed.

A motion to approve the 3% raise was made by Mr. Biederman seconded by Mr. Kipp, motion carried.

A Motion was made by Mr. Kipp and seconded by Mr. Pauls; Motion carried and approved with unanimous consent regarding the approval of added Dental and Vision plan.

A motion was made to approve the Tentative 2025 Budget by Mr. Stavran and seconded by Mr. Pauls. Motion unanimously carried. The 2025 Tentative Budget will be published in the Daily Herald and emailed to the communities.

Schedule 2025 Budget Public Hearing – Budget Hearing for proposed 2025 budget will be on October 8, 2024, at 11:30 a.m. Donaldson will email out for review and hard copies of budget will be available at the meeting.

ADJOURNED - At 1:28 PM, with no further business to discuss, a motion was made to adjourn the meeting by Mr. Pauls seconded by Mr. Biedermann. Questioned and unanimously passed.

Sandra E. Balz, Administrative Clerk

_____ Date Approved



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Jared Grande indicated that Jared was attending the meeting on his own volition and that he was not here at the direction of the Trustee Board nor Administrator. Mr Grande proceeded to read a written statement that was on Village of Rib Mountain letter head and shared a copy of the letter with the Commissioners. The letter indicated that Eric Donaldson had acted unprofessionally when working with Village staff on the construction permit process.

The Commissioners asked Mr Donaldson to respond. Donaldson indicated that Donaldson learned about the need for construction permits at the 7 August construction progress meeting and that both Strand's and Donaldson's understanding was that RMMSD had gotten necessary permits for the Phase 2 project from the Village in the spring. Strand indicated that Strand would follow-up with the Village.

At the 13 August Superintendent meeting, Joe (CD Smith Superintendent) indicated that Joe had gotten a voice mail from Jeremy Kloos on 9 August threatening to shut the Metro down as construction permits were not obtained. Donaldson then called Mr Kloos to inquire what permits were needed. Mr Kloos indicated that in the spring the Conditional Use permit was obtained and now construction permits are necessary. Donaldson indicated that if Mr Kloos indicated clearly in writing what permits are necessary, Donaldson would proceed with the application process.

Donaldson added that Donaldson received cryptic emails with conflicting directions but was able to get through the application process with Strand's help. On 14 August, Mr Kloos telephoned Donaldson to indicate that the plumbing permit application was incomplete to which Donaldson responded that the plans that RMMSD has submitted to the Village twice before have all the information. Mr Kloos response was that Donaldson was making the process more difficult than needed. Donaldson responded that Mr Kloos was making the process more difficult than needed and asked Mr Kloos 'are you trying to shut down the Metro?' to which Mr Kloos responded 'Yes'. Donaldson then asked Mr Kloos 'where is the wastewater going to go if you shut down the Metro, a public wastewater utility'. Mr Kloos did not have a response to that and then Donaldson indicated that Donaldson had a contractor waiting for Donaldson and then Donaldson ended the phone call.

The Commissioners discussed how to respond and asked Mr Grande if this was 'water under the bridge' and Mr Grande responded 'yes, this is water under the bridge'. The Commissioners also asked Mr Grande if RMMSD needed anymore permits from the Village to which Mr Grande responded 'I don't think so'.

The Commissioners also discussed the matter during closed session.



September 10, 2024

Dear Rib Mountain Metropolitan Sewerage District Commissioners,

I wanted to provide notice to the Rib Mountain Metropolitan Sewerage District Commissioners regarding Eric Donaldson's absence of professionalism and lack of respect for Village staff. During the week of August 12, I was out of office for the birth of my families third child, and Eric was in communication with Jeremy Kloos, Building Inspector, regarding necessary permits for the upgrades to the Metro.

In 2021 the Village became a delegated municipality for certain commercial projects and inspections contracting with the City of Wausau. In November of 2023, the Village additionally contracted with E-Plan Exam for plan review only allowing full delegation with similar costs as DSPS, but extremely quick review and in my opinion a vastly greater service locally. It's standard procedure on any commercial project to get plan review through E-Plan Exam (if required) and secondarily secure a permit through our online Caselle portal for Wausau to do their inspections; this was and is required for the Village's current Water Utility project. In any situation if a contractor locally or otherwise is unsure of the process, it's the responsibility of the General Contractor to reach out to staff and its staff's responsibly to answer questions and/or clarify the process.

On August 14, Jeremy was executing his job in providing guidance to Eric on what is required and necessary to carry out the project. From my conversation with Jeremy, Eric was rude and demeaning blaming staff for lack of communication or clarity on the process and carrying himself in an unprofessional manner. To assist Eric, Jeremy provided an email to Eric outlining requirements and process for the necessary permits for Wausau.

There was additional correspondence following the email later that week in which Eric continued his behaviors toward Jeremy.

My intent of presenting this to the Commission is making you all aware of these transgressions and my displeasure of Eric treating Village staff in this manner as it's inappropriate and uncalled for. Staff takes pride on providing high quality service and doing our jobs in an effective manner. While I have had pleasant interactions with Eric including him willing to give me a tour of the Metro facilities, there are examples showing otherwise. I believe we can move forward in a positive manner and look forward working together collaboratively in the years to come.

Respectively,

Jared Grande
Community Development Director
Village of Rib Mountain

cc: Rib Mountain Village Board



RIB MOUNTAIN METROPOLITAN SEWERAGE DISTRICT
SEPTEMBER 2024 - (MANUAL & AUTOPAY) CHECK REGISTER
OCTOBER 8TH MEETING

MANUAL/AUTO PAY

CHECK #	VENDOR	AMOUNT	MEMO
V9062401 - V9062407	Payroll	\$15,244.55	Employee Wages (after tax)
V9202401 - V9202407	Payroll	\$15,453.09	Employee Wages (after tax)
PAYROLL -SEPT.	Commission Compensation	\$369.40	Commission Pay (After tax)
FED/FICA/STATE	EFTPS & WI	\$13,820.98	Payroll Taxes
AutoPay - Sept.	Kwik Trip	\$1,787.47	Fuel
CREDIT CARD - Sept.	Cardmember Serv-VISA	\$1,379.44	Supplies/Mtg/Misc/Veh Repair
CREDIT CARD	CELL.COM	\$134.15	Cell phones
CREDIT CARD	Waste Management	\$1,646.72	Garbage/Recycling
AutoPay - Sept.	Wisc Public Service	\$19,007.46	WPS-Gas/Electric
AutoPay - Sept.	Frontier	\$360.42	Telephone Service
Online Payment - Sept.	WI Retirement System	\$6,744.66	Remittance/Contributions
TOTAL		\$75,948.34	

EQUIPMENT / PARTS

CHECK #	VENDOR	AMOUNT	MEMO
Asset/Capital Improv. CK#911	SYSTEM TECHNOLOGY/PIEPER	\$4,770.00	Asset/Construction
Debt Service - P & I Payment	State of WI /CWF Loan	\$0.00	US BANK -E-Bill
Equip. Replacement CK#		\$0.00	Equipment Replacement
General Cks # 30671 - 30676	Multiple	\$12,938.23	Prepaid
General Cks # 30679 - 30692	Multiple	\$121,024.22	Regular
		\$138,732.45	Total
TOTAL		\$214,680.79	

Robert J. Stavran

Thomas J. Kipp

James N. Pauls

Darin Westover

Keith Biedermann

DATE:

Account Number	2023 Actual 12/31/2023	2024 Actual 10/04/2024	2024 Budget	Budget Status	% of Budget
600-00-41100-000-000 Hauler Income	166,433.39	168,223.46	170,000.00	-1,776.54	98.95
600-00-41700-000-000 O&M - Mosinee	248,047.89	195,338.24	252,189.00	-56,850.76	77.46
600-00-41710-000-000 O&M - Rib Mountain	424,288.97	284,409.82	447,600.00	-163,190.18	63.54
600-00-41720-000-000 O&M - Rothschild	349,445.87	249,240.94	355,750.00	-106,509.06	70.06
600-00-41730-000-000 O&M - Weston	1,087,218.11	758,527.05	1,081,710.00	-323,182.95	70.12
600-00-41740-000-000 O&M - Kronenwetter	267,102.39	214,862.47	263,445.00	-48,582.53	81.56
600-00-41810-000-000 DS - Rib Mountain	48,865.50	196,361.41	308,856.00	-112,494.59	63.58
600-00-41820-000-000 DS - Rothschild	40,355.31	172,331.71	246,049.00	-73,717.29	70.04
600-00-41830-000-000 DS - Weston	125,233.80	523,972.31	747,182.00	-223,209.69	70.13
600-00-41840-000-000 DS - Kronenwetter	30,883.36	148,855.00	182,656.00	-33,801.00	81.49
600-00-41850-000-000 DS - Mosinee	28,771.66	135,634.49	175,178.00	-39,543.51	77.43
Revenue	2,816,646.25	3,047,756.90	4,230,615.00	-1,182,858.10	72.04
Total Revenues	2,816,646.25	3,047,756.90	4,230,615.00	-1,182,858.10	72.04

Budget Comparison - Detail
BUDGET COMPARISON

Account Number	2023 Actual 12/31/2023	2024 Actual 10/04/2024	2024 Budget	Budget Status	% of Budget
600-00-56150-000-000 Health & Safety	5,959.53	6,637.95	10,000.00	3,362.05	66.38
600-00-56300-100-000 Electricity/Rib Mtn	527.80	339.71	550.00	210.29	61.77
WPS Acct#000006					
600-00-56300-200-000 Electricity/Rothschild	495.20	326.16	550.00	223.84	59.30
WPS Acct#000007					
600-00-56300-300-000 Electricity/Weston	497.66	319.53	500.00	180.47	63.91
WPS Acct#000009					
600-00-56300-310-000 Electricity/Cty XX	538.19	355.90	650.00	294.10	54.75
WPS Acct#000008					
600-00-56300-320-000 Electricity/Cedar Ck	648.30	410.96	750.00	339.04	54.79
WPS Acct#000003					
600-00-56500-000-000 Water Utility Bills	853.79	679.19	900.00	220.81	75.47
600-00-56510-000-000 Natural Gas	1,771.91	948.74	15,000.00	14,051.26	6.32
WPS Acct#000002					
600-00-56521-000-000 Diesel Fuel	20,866.62	11,176.11	35,000.00	23,823.89	31.93
600-00-56522-000-000 Assisting Haulers	28,735.30	22,913.55	45,000.00	22,086.45	50.92
600-00-56530-000-000 Gasoline	2,802.33	1,987.10	3,500.00	1,512.90	56.77
600-00-56540-000-000 Electricity - Plant/Gate	196,640.06	133,946.29	180,000.00	46,053.71	74.41
WPS Acct#00002P/#00004G					
600-00-56600-000-000 Chemical & Fabri Expenses	206,378.25	156,079.14	250,000.00	93,920.86	62.43
600-00-56690-000-000 Operating Expenses	0.00	0.00	2,000.00	2,000.00	0.00
600-00-56900-000-000 PROF & ENG Contractual Service	0.00	0.00	2,000.00	2,000.00	0.00
600-00-56950-000-000 Misc. Contractual Service	46,350.32	23,361.52	35,000.00	11,638.48	66.75
600-00-56990-000-000 Miscellaneous Expenses	0.00	195.07	2,000.00	1,804.93	9.75
600-00-57700-000-000 Janitorial Expenses	9,685.62	9,158.00	11,296.00	2,138.00	81.07
600-00-57710-000-000 Motor Vehicle Expenses	8,001.12	12,804.05	24,800.00	11,995.95	51.63
600-00-57720-000-000 Lubrication - Oil/Grease	3,022.46	3,235.73	5,000.00	1,764.27	64.71
600-00-57740-000-000 Painting + Hardware Expenses	1,864.27	1,700.49	2,000.00	299.51	85.02
600-00-57750-000-000 Machinery + Equip Expenses	18,447.96	13,707.24	35,000.00	21,292.76	39.16
600-00-57760-000-000 Plumbing Expenses	437.50	39.88	1,000.00	960.12	3.99
600-00-57770-000-000 Elec. + Instrumentation Exp.	9,909.04	7,321.81	30,000.00	22,678.19	24.41

Budget Comparison - Detail
BUDGET COMPARISON

Account Number	2023 Actual 12/31/2023	2024 Actual 10/04/2024	2024 Budget	Budget Status	% of Budget
600-00-57890-000-000 Maintenance Expenses	1,034.63	2,027.41	3,000.00	972.59	67.58
600-00-57900-000-000 PROF & ENG Contractual Service	0.00	0.00	500.00	500.00	0.00
600-00-57950-000-000 Misc. Contractual Service	0.00	0.00	3,000.00	3,000.00	0.00
600-00-57990-000-000 Miscellaneous Expenses	163.59	63.93	2,000.00	1,936.07	3.20
600-00-58490-000-000 Laboratory Expenses	8,231.71	4,852.83	8,000.00	3,147.17	60.66
600-00-58900-000-000 PROF & ENG Contractual Service	0.00	0.00	1,500.00	1,500.00	0.00
600-00-58941-000-000 P.S. - Equip Calibration	115.00	0.00	1,500.00	1,500.00	0.00
600-00-58942-000-000 P.S. Outside Lab Testing	9,068.04	4,810.09	10,000.00	5,189.91	48.10
600-00-58990-000-000 Miscellaneous Expenses	0.00	0.00	1,000.00	1,000.00	0.00
600-00-59040-000-000 Commission	7,900.00	5,000.00	6,000.00	1,000.00	83.33
Commissioners - Compensation					
Commission	2,371.80	2,163.27	4,000.00	1,836.73	54.08
Commissioners - Expenses					
Insurance	152,551.09	163,702.48	175,435.00	11,732.52	93.31
Health Insurance					
Life Insurance	3,827.56	460.00	700.00	240.00	65.71
Wis. Retirement Fund	92,817.67	32,821.34	46,593.00	13,771.66	70.44
Social Security (6.2%)	38,679.89	31,354.33	42,237.00	10,882.67	74.23
Medicare (1.45%)	9,046.14	7,332.91	9,878.00	2,545.09	74.23
Workers Compensation	11,112.00	1,924.00	30,000.00	28,076.00	6.41
Sick Leave Pay	30,582.13	8,494.84	28,011.00	19,516.16	30.33
Stand-By Duty	11,286.80	8,542.24	11,335.00	2,792.76	75.36
Holiday/Personal Pay	25,143.46	14,299.85	26,112.00	11,812.15	54.76
Vacation Pay	46,049.46	42,332.92	48,088.00	5,755.08	88.03
Funeral Leave	589.12	1,054.24	1,000.00	-54.24	105.42
Telephone/Internet	9,824.99	5,900.71	10,000.00	4,099.29	59.01
Office Eq. Repair & Service	13,982.44	10,095.22	25,000.00	14,904.78	40.38
Postage/Shipping	6,159.05	222.39	3,000.00	2,777.61	7.41
Office Supplies	2,927.45	1,165.48	3,000.00	1,834.52	38.85
Printing + Publication	615.53	1,267.08	1,100.00	-167.08	115.19
Education & Training	9,637.67	3,318.22	10,000.00	6,681.78	33.18

Account Number	2023 Actual 12/31/2023	2024 Actual 10/04/2024	2024 Budget	Budget Status	% of Budget
600-00-59370-000-000	31,479.92	31,325.10	40,000.00	8,674.90	78.31
600-00-59380-000-000	1,069.79	502.49	1,500.00	997.51	33.50
600-00-59390-000-000	459.00	343.50	500.00	156.50	68.70
600-00-59440-000-000	44,235.00	62,038.11	70,000.00	7,961.89	88.63
600-00-59495-000-000	300,000.00	225,000.00	300,000.00	75,000.00	75.00
600-00-59900-000-003	0.00	0.00	30,000.00	30,000.00	0.00
FACILITIES UPGRADE					
600-00-59910-000-000	15,225.00	17,850.00	17,000.00	-850.00	105.00
600-00-59920-000-000	2,386.50	236.00	15,000.00	14,764.00	1.57
600-00-59990-000-000	1,392.42	748.54	2,500.00	1,751.46	29.94
Expenses	1,454,398.08	1,098,893.64	1,680,985.00	582,091.36	65.37
Total Expenses	1,454,398.08	1,098,893.64	1,680,985.00	582,091.36	65.37

Accounts Summary

September 30, 2024

BANK ACCOUNTS

ACCOUNT NAME	BALANCE
GENERAL CHECKING : XXX-062	\$ 1,941,156.80
EQUIPMENT REPLACE - XXX-634	\$ 85,555.39
ASSET/CONST. - XXX-240	\$ 777,566.90
	\$ 2,804,279.09

SAVINGS ACCT / SPLIT - XXX-762	
DEBT SERV	\$ 7,490.20
EQUIP. REPLACEMENT	\$ 1,002,531.73
GENERAL	\$ 32,379.48
ASSET/CONST	\$ 45,106.32
CAPITAL IMPROV	\$ 619,988.28
	\$ 1,707,496.01
DEBT SERVICE SAVINGS - XXX-247 - 'RESTRICTED'	\$ 1,151,919.57

LOCAL GOV. INVESTMENT ACCTS	
ACCOUNT NAME	
LGIP- GENERAL	\$ 7,298.99
LGIP- ASSET/CONST	\$ 60.23
LGIP - EQUIP. REPLACEMENT	\$ 3,632,118.97
LGIP - SICK LEAVE	\$ 149,722.14
LGIP - CAPITAL IMPROV.	\$ 133,941.69
	\$ 3,923,142.02

TOTAL BALANCE **\$ 9,586,836.69**

NOTE: COMBINED EQUIPMENT REPLACE TOTAL **\$ 4,720,206.09**

WI DNR CWF #4021-09 - LIABILITY =	\$ 2,692,592.24
WI DNR CWF #4021-10 - LIABILITY =	\$ 702,206.01
WI DNR CWF #4021-99 - LIABILITY =	\$ 1,659,610.00
TOTAL	\$ 5,054,408.25

Respectfully Submitted,

Sandra Balz - Administrative Clerk