**REGULAR MEETING July 14, 2020**

Commission President, Bob Stavran, called the meeting of the Rib Mountain Metropolitan Sewerage District (Metro) to order at 11:30 a.m. Commission Members Present: Jim Strehlow, Galen Olson, James Pauls and Craig Mortensen. Also Present: Eric Donaldson, Director; Andy Heise, Superintendent and Kevin Breit, City of Mosinee.

**Commission Expiration** – Mr. Stavran noted that Mr. Olson’s Commission expires on August 11, 2020. Mr. Stavran pointed out the note from Mr. Olson indicating that he will not be submitting his name for another Commission term, effective August 11, 2020. A letter will be sent to the Marathon County Administrator and copied to the communities in regard to Mr. Olson’s resignation and asking them to submit any recommendations they have to fill this position. The Metro will proceed with the usual process of finding a replacement for Mr. Olson.

**MINUTES -** Mr. Strehlow made a motion to approve the June 9, 2020 Regular Meeting minutes. Mr. Olson seconded this motion. Questioned and unanimously passed.

**CHECK REGISTER APPROVAL**

Mr. Mortensen made a motion to approve the following June Prepaid 2020 Checks and the July 2020 Check Register. Mr. Paul’s seconded the motion. Questioned and after discussion unanimously passed.

General Prepaid Checks $35,950.25

Asset Prepaid Checks $.00

General Checks #28603 - #28624 $41,934.48

Equip. Repl. Checks #652 - #654 $1,416.44

Asset/Cap Imp. Checks $.00

**2019 DRAFT AUDIT REVIEW** –The Commission reviewed the updated 2019 draft audit. A motion was made by Mr. Mortensen to approve the 2019 Draft Audit. Questioned. Mr. Strehlow stated that Note 7 – Other Notes, Page 22 needs further clarification. After further discussion the motion was seconded. Questioned and did not pass, by means of a roll call vote; All voted “Nay”. Mr. Donaldson was directed to contact CLA for further explanation of Note 7 and bring it back to the Commission in August for potential approval.

**Mosinee/Crystal Finishing pH and H2s Issue** – Mr. Breit, City of Mosinee, stated that testing has started 3 times a week for two weeks. Their consultant will then analyze the samples and produce a report on their findings. Mr. Breit also noted that a pH meter will be put in the manhole by Crystal Finishing for monitoring. He is hoping to have an update by the Metro’s August meeting. A discussion was held.

**FACILITIES AND GROUNDS UPGRADE**

Wet Well/Manhole - Mr. Donaldson noted that the final inspection has been done and it passed. The Metro released final payment to Visu-Sewer.

**DIRECTOR/SUPERINTENDENT’S REPORT**

Budget Comparison Report – Reviewed and discussed. During discussion it was determined that a separate expense account ”Assisting Haulers“ be set up to accurately record haulers that assist the Metro in land application during the year.

Asset/Replacement – None at this time. Mr. Heise indicated that there are several projects he foresees in the future.

Plant Report – Mr. Donaldson reported that the plant is running good. He also stated that the DNR did a plant inspection via Skype and in person. Went well.

**OLD/NEW BUSINESS**

**COVID 19 Policy -**  A lengthy discussion was held regarding a policy in regard to the COVID-19 pandemic, should an employee and/or family member contract the virus. A lengthy discussion was held. During discussion the Commissioners stated that the employees should have their temperature taken daily when they report to work. If they register 100.4 and over, they have to have either the Director or Superintendent of the Metro verify it. If the reading is accurate, the employee will be required to go home and contact a nurse and/or doctor to see if they need to get tested for

COVID-19 The employee is not allowed back to work until they have written documentation from their doctor or another qualified medical professional. It was determined that the Metro will pay up to 80 hrs. COVID pay. Anything over 80 hrs. will be determined upon the circumstances.

**State Lab of Hygiene -** Mr. Donaldson indicated that the State Lab of Hygiene is asking Waste Water Treatment plants to participate in a COVID study. The plant would be testing for COVID in its influent flow for one year. After discussion, the Commission gave the go ahead for the Metro to participate in this study. It was noted during the discussion that there is no cost.

**Energy Audit -**  Mr. Donaldson stated that after looking into this, and reviewing the CMAR he does not feel that it would be cost effective to do an energy audit at this time. He explained why.

Quotes are being sought for boiler room insulation. Mr. Donaldson explained why. Right now the Metro only has one quote from Mavo for approximately $8,000.

Mr. Donaldson pointed out that some masonry work needs to be done on the digester walls and other plant buildings. During discussion, Mr. Donaldson indicated that Kralls Masonry submitted a quote for $8,800 to do this.

A discussion was held in regard to complying to the Open Meeting Law during the COVID pandemic. Several methods were discussed as follows: telephone, skype or zoom.

Mr. Donaldson was directed to look into this.

At 12:30 pm, with no further business to discuss, there was a motion made to adjourn the meeting by Mr. Pauls and seconded by Mr. Mortensen. Questioned and unanimously passed.

A recording of the proceedings of the Regular Meeting will be on file at Rib Mountain Metropolitan Sewerage District 15141 Aster Road – Wausau, WI.