

SPECIAL MEETING – VILLAGE BOARD

July 30, 2018 – President Hackl called the Special Meeting of the Muscoda Village Board to order at 6:30pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Bartlett, Bindl, Miller, and Wiederholt. Also present: Johnson, Wardell and most all full time employees.

PROOF OF PUBLICATION:

MOTION Bartlett, second Anderson to accept the Proof of Publication. **MOTION CARRIED.**

PLEDGE OF ALLEGIANCE.

President Hackl asked to have the agenda item “Employee Manual” moved to the end of the agenda. **MOTION** Bartlett, second Bindl to move the employee manual agenda item to the end of the meeting. **MOTION CARRIED.**

DISCUSSION AND ACTION ON ATTENDANCE AT WPPI ANNUAL MEETING:

Hackl announced that the annual WPPI conference is September 13 & 14 in Madison. Wardell should attend and Bindl would like to also. Since Bindl is the Muscoda representative; his room charges are covered through WPPI. **MOTION** Bartlett, second Wiederholt to send Wardell and Bindl to the annual WPPI conference in Madison. **MOTION CARRIED.**

DISCUSSION AND ACTION ON EXPENSES RELATING TO MOREL MUSHROOM FESTIVAL:

Hackl stated that the Board wants to know how much the festival costs to operate, not including employee’s regular wages. She also noted that the Friday night brat stand had very low attendance and it takes a lot of time to set up and work it. Johnson reported that past year’s sales on Friday nights were also low; Hackl mentioned to think about not opening the brat stand on Friday evening. Johnson explained that the information distributed only included Mushroom weekend employee wages and not all the employee time that is put in ahead of that weekend: putting up signs, moving tables and garbage cans, calling organizations, vendor communications, finding volunteers, etc. Johnson reviewed the revenues and expenses for 2018 as compared to previous years. This year the Village was awarded a grant for the festival, if it had not been for that offsetting advertising costs the over-all profit would have been less than \$1,500. The Firemen’s steak feed and Lion’s ball tournament did well. Johnson also noted, that this year seemed to be the busiest in the “parking lot” area and that may have been from the live band. There were no decisions made at this time.

PLAN COMMISSION REPORT OF JULY 30TH:

The Plan Commission met prior to this meeting regarding land purchase.

CONSIDERATION OF ADJOURNING INTO CLOSED SESSION TO DISCUSS PURCHASING LAND PURSUANT TO STATE STATUTE 19.85(1)(e): **MOTION** Bartlett, second Anderson to adjourn into closed session. **YES:** Anderson, Bartlett, Bindl, Miller, Wiederholt, and Hackl. **NO:** none. **MOTION CARRIED.**

The Plan Commission has recommended purchasing the property from Elayne Carley at \$3,800 per acre.

MOTION Anderson, second Wiederholt to have Attorney Wood prepare an offer to purchase vacant land; approximately 18 acres at \$3,800 per acre from Elayne Carley. **MOTION CARRIED.**

RETURN TO AND RECONVENING IN OPEN SESSION:

MOTION Anderson, second Miller to reconvene in open session. **YES:** Anderson, Bartlett, Bindl, Miller, Wiederholt, and Hackl. **NO:** none. **MOTION CARRIED.**

ACTION, IF ANY, AND IF REQUIRED BY LAW TO BE TAKEN IN OPEN SESSION ON CLOSED SESSION MATTER:

No action taken.

DISCUSSION ON EMPLOYEE MANUAL – action if necessary:

Hackl announced that this meeting is for Board members to discuss ideas, items for consideration, and questions that have arose in the last couple years. No decisions would be made at this meeting regarding the employee manual. She gave Board members copies from portions of the manual with notes/questions written on them and that they will be gone over tonight.

Some points discussed:

- Scope; possibly removing all verbiage regarding “union”; removing statement that departments may enact their own rules. Chief Schramm noted that Police have their own rules and follow State Statutes, MEUW also has safety rules.
- Employment Classifications, possibly removing “permanent part-time” section
- Compensatory Time; the Board will need to decide to leave as is or eliminate comp time.
- Difference between personal time, vacation time, when benefits accrue and when they do not.
- Questions on sick leave: how is it calculated when someone retires, difference between retirement and termination, payout of 50% when an employee reaches maximum of 60 days.
- Discussed paid leave of absence and un-paid leaves
- Meal reimbursement for overnight stays; the “Journeyman Training” section is worded \$50 a day whereas the “Education & Training” section worded breakfast \$10, lunch \$15, dinner \$25; the Board will discuss amounts

Hackl instructed Board members to review the manual, especially the question areas. Once the Attorney from the League of WI Municipalities has responded to some questions, then a meeting will be scheduled to draft an updated manual.

ADJOURNMENT:

MOTION Bartlett, second Wiederholt to adjourn. **MOTION CARRIED.**

Cinda Johnson, Administrator Clerk-Treasurer