

## **REGULAR VILLAGE BOARD MEETING**

**December 11, 2018** – President Hackl called the meeting of the Muscoda Village Board to order at 6:30 pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Bartlett, Bindl, Blood, Miller, and Wiederholt. Also present: Schramm, Wardell and Johnson.

**PROOF OF PUBLICATION:** **Motion** Anderson, second Blood to accept the Proof of Publication. **Motion carried.**

**PLEDGE OF ALLEGIANCE.**

**APPROVAL OF MINUTES:** **Motion** Bartlett, second Bindl to accept the minutes as presented. **Motion carried.**

**PUBLIC HEARING ON 2019 BUDGETS:** **Motion** Anderson, second Miller to open the public hearing. **Motion carried.** Johnson explained the proposed budget papers. In the proposed budget is three transfers from the fund balance for projects that were discussed. 1) \$147,000-street onto County P between Hwy 133 and Old 80; 2) \$160,000-reconstruction of 2<sup>nd</sup> Street between Warehouse and Catherine; and 3) \$81,370-funds set aside for boat landing upgrades. The Board agreed with these fund balance transfers. Discussed the concrete pads for seasonal campers; it was decided to add \$20,000 to the Riverside Park Capital Improvements for these concrete pads. Johnson made the changes to the summary budget and detailed budget. Johnson also explained the levy limit and the budget restraint process. No one from the public was in attendance to discuss the budget.

**CLOSE PUBLIC HEARING:** **Motion** Anderson, second Bindl to close the public hearing. **Motion carried.**

**ACTION ON ADOPTION OF 2019 BUDGETS:** **Motion** Anderson, second Bartlett to adopt the 2019 budgets. **Roll Call Vote: Yes:** Wiederholt, Bindl, Bartlett, Blood, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**

**ACTION ON RESOLUTION ESTABLISHING A TAX LEVY:** **Motion** Anderson, second Bartlett to adopt the 2018 tax levy collected in 2019 on all taxable property in the Village of Muscoda, Grant County, in the amount of \$28.29 per thousand and a State School Credit of \$1.76 per thousand and a tax levied on all taxable property in the Village of Muscoda, Iowa County, in the amount of \$30.96 per thousand and a State School Credit of \$0.43 per thousand. **Roll Call Vote: Yes:** Wiederholt, Bindl, Bartlett, Blood, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**

**ACTION ON RESOLUTION ESTABLISHING A PAYMENT PLAN FOR TAXES:** **Motion** Bartlett, second Anderson to adopt a resolution establishing a payment plan for taxes. **Roll Call Vote: Yes:** Wiederholt, Bindl, Bartlett, Blood, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**

**ACTION ON PLACING DELINQUENT UTILITIES, SPECIAL ASSESSMENTS, AND SPECIAL CHARGES ON TAX ROLL:** **Motion** Miller, second Anderson to place delinquent utilities, special assessments, and special charges on the tax roll. **Roll Call Vote: Yes:** Wiederholt, Bindl, Bartlett, Blood, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**

**DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:**

**Pay application #2 from Municipal Well & Pump for test well #4:** **Motion** Bindl, second Anderson to approve pay request #2 to Municipal Well & Pump for test well #4 in the amount of \$3,722.00. **Motion carried.**

**Allocations of Community Contribution funds through WPPI:** Each year the Village has \$1,500 to spend through WPPI Community Contributions funding. These funds are from the wholesale power rate structure. Hackl mentioned that she was approached by the Senior Citizens that they would like a display for puzzles in the meal site. This display can be changed and that puzzle put back in the box. **Motion** Bindl, second Bartlett to put \$1,400 from the WPPI Community Contribution Fund into park equipment savings and \$100 to the Senior Citizen meal site for a changeable puzzle display. **Motion carried.**

**Use of WPPI funds for larger ad in Grant County Activity Guide:** After the last Board meeting, Johnson researched additional advertising funds through WPPI. There is \$500 available in the WPPI Economic Development Fund for advertising. Originally approved was an ad in the Grant County Activity Guide for a ¼ page ad for \$440. With the \$500, the Village could increase the ad size to a ½ page for \$795. **Motion** Anderson, second Bartlett to rescind the previous motion from November for the ¼ ad in the Grant County Activity Guide. **Motion carried.** **Motion** Anderson, second Bartlett to take out a ½ page ad in the Grant County Activity Guide for \$795 with \$500 coming from WPPI Economic Development Fund. **Motion carried.**

**Sidewalk replacement at 525 North Wisconsin Avenue:** **Motion** Miller, second Bartlett to pay ½ of the public sidewalk replacement at 525 N Wisconsin Avenue. **Motion carried.**

**Snow removal for 2018 – 2019 winter season:** Attorney Wood opened the sole bid that was received from Riverway Trucking & Hackl Construction. Wood announced the prices. **Motion** Anderson, second Bartlett to accept the snow removal bid for the 2018-2019 winter season from Riverway Trucking & Hackl Construction in the following amounts: Plow unit #1-\$75/hour; Plow unit #2-\$130/hour; Loader-\$105/hour; Trucks to haul snow-\$90/hour. **Roll Call Vote: Yes:** Wiederholt, Bindl, Bartlett, Blood, Anderson, and Miller. **No:** none. Hackl abstained. **Motion carried.**

**2019 fuel purchases:** Johnson informed the Board that she mailed request for bids to both the Mini Mart and Shell One Stop. The Mini Mart submitted a proposal for 2019. **Motion** Blood, second Wiederholt to purchase fuel for 2019 from the Muscoda Mini Mart at .11 cents off the pump price for gasoline and diesel. **Motion Carried.**

**2019 authorized wages:** **Motion** Anderson, second Bartlett to adopt the 2019 authorized wages as presented. These wage amounts are incorporated in the 2019 budget that has been adopted. **Motion Carried.**

**Annual employee appreciation gift:** **Motion** Wiederholt, second Anderson to approve the annual \$50 gift certificate for employees to a business within the Village. **Motion carried.**

**LIBRARY BOARD REPORT:** no report

**CHAMBER OF COMMERCE REPORT:** Linda Harlan-Post was the recipient of the Citizen of the Year Award. The annual Senior Citizen dinner is scheduled for January 26, 2019.

**GRANT COUNTY ECONOMIC DEVELOPMENT REPORT:** Miller reported on the annual meeting that was held in Cassville. Hackl and Bindl also attended. Muscoda will be hosting the monthly meeting August of 2019.

**REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS:** Bindl and Hackl reported on the MEUW meeting that they attended along with Anderson. They met the new CEO.

**POLICE REPORT:** Chief Schramm submitted his monthly report. A new DVR for the Kratochwill Memorial Building has been ordered due to situations that have happened in the building. The new DVR will have a longer time frame to retain information. Blood asked about putting a “time” in the monthly report to show when calls are happening. The Chief will check into this. **Motion** Bindl, second Miller to approve the Police Report. **Motion carried.**

**SUPERINTENDENT REPORT:** Wardell submitted his monthly report and added that they would be cutting trees down in the campground and may sell them. **Motion** Anderson, second Bartlett to approve the Superintendent’s Report. **Motion carried.**

**ADMINISTRATOR CLERK-TREASURER REPORT:** Johnson submitted her monthly report. Nomination papers are due by 5pm on January 2<sup>nd</sup>; non-candidacy forms are due by December 21<sup>st</sup>; received permit from Iowa County to put in new street on County P between Hwy 133 and Old 80; continue to work on new website and worked with Anderson on park signs and cemetery information. Johnson informed the Board that notification has been received from Department of Administration (DOA) that the US Department of Housing and Urban Development (HUD) has accepted DOA’s proposal for CDBG-Close Program. Since the Village received its funding prior to October of 1992; the Village will be exempt from the Close Out Program and will manage the Revolving Loan Fund locally. **Motion** Bindl, second Blood to approve the Administrator Clerk report. **Motion carried.**

**ACTION ON LICENSES:** none

**PAYMENT OF INVOICES:** **Motion** Anderson, second Wiederholt to approve the invoices as presented. **Roll call vote: Yes:** Miller, Anderson, Bartlett, Blood, and Wiederholt. **No:** none. Bindl and Hackl abstained. **Motion carried.**

**REVIEW LETTER FROM ATC REGARDING UPGRADES TO INDUSTRIAL PARK SUBSTATION:** Notification has been received that ATC has accepted the Village’s plan for upgrades to the electric system including a switching station in Muscoda. The Village still needs to obtain final plans from electric Engineer Krause which will include a “footprint” of the project. Once these plans are received, a meeting will be scheduled with Scot Meister to complete the land purchase.

**DISCUSSION ON LAND PURCHASE FOR UTILITY PURPOSES (ATC SWITCHING STATION), ACTION IF NECESSARY –** closed session 19.85(1)(e).

**REVIEW OF APPLICATIONS FOR STREET LABORER/SEWER OPERATOR –** closed session 19.85(1)(c).

**CONSIDERATION OF ADJOURNING INTO CLOSED SESSION:** **Motion** Anderson, second Miller to adjourn into closed session to review Street Laborer/Sewer Operator applications pursuant to State Statute 19.85(1)(c) and to discuss land purchase for electric upgrades pursuant to

State Statute 19.85(1)(e). **Roll call vote: yes:** Wiederholt, Bartlett, Bindl, Blood, Anderson, Miller and Hackl. **No:** none. **Motion carried.**

Johnson & Chief Schramm left at this time.

The Board reviewed the applications.

**RETURN TO AND RECONVENE IN OPEN SESSION:** **Motion** Blood, second Bartlett to reconvene in open session. **Roll call vote: Yes:** Miller, Anderson, Bartlett, Bindl, Blood, 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:**

**Motion** Bartlett, second Anderson to interview Justin Tollefson, Tavian Kaschub, Michael Helt, and Casey Michek for the Street Laborer/Sewer Operator position. **Roll call vote: Yes:** Miller, Anderson, Bartlett, Bindl, Blood, Wiederholt, and Hackl. **No:** none. **Motion carried.**

**ADJOURNMENT:** **Motion** Anderson, second Wiederholt. **Motion carried.**

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**Cinda Johnson, Village Administrator Clerk**