

SPECIAL MEETING – January 2, 2019

President Hackl called the Special Meeting of the Muscoda Village Board to order at 6:00 pm in the Meal Site Room of the Kratochwill Memorial Building. The following members were present: Anderson, Bartlett, Bindl, Blood, Miller (6:05), and Wiederholt. Also present: Engineer Nies and Johnson.

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

PLEDGE OF ALLEGIANCE.

DISCUSSION WITH ENGINEER ON USE OF EXISTING TAX INCREMENTAL FUNDS (TIF) – action if necessary

Engineer Nies distributed excerpt pages from the 1997 TID Plan on the fifteen project plans. Anticipated expenses need to be completed prior to April 21, 2019 or have a signed contract prior to that date. Projects can be completed within a half mile of the district boundary. The District closes on April 21, 2024. Nies and Wardell met a few weeks ago and reviewed the 1997 Project Plan and what projects could still be done. Each project was reviewed.

1. Wisconsin Avenue Project: reconstruction of Wisconsin Avenue – project completed.
2. Water Tower Project: demolition of the downtown water tower and construction of a new water tower – will not be completed.
3. Village Park Improvements: plan will pay a portion of the new bathhouse. This project was completed. Nies will check to see if playground equipment and development of the permanent sites would fall under this project as it is specific to the bathhouse.
4. Building Acquisition, Demolition and Remediation: Dobson building – acquisition, demolition and completion of a new parking lot has been completed adjacent to Village Hall.
5. Road Improvement: reconstruction of State Hwy 133 from Wisconsin Avenue to Iowa Street – project completed.
6. Parking Lot Improvements: improve municipal parking lot behind Bumper to Bumper with lighting and new pavement. The lot has been seal coated. Wardell and Nies discussed doing something with the standing water on the south end towards Nebraska Street; maybe an infiltration basin. Bindl was concerned about this as it may be on private property.
7. Walkway Development: plan calls for a walkway from Wisconsin Avenue to the municipal parking lot as discussed in project #6. This is private property and the walkway will not be developed.
8. Storm Sewer Project: improve storm water management in the downtown area to reduce ponding. The current storm water issue on Warehouse Street would fall under this project. Nies has been working on a solution for the ponding issue and has determined that an infiltration basin at the intersection of Iowa and Warehouse will help with this problem area.

9. Building Acquisition and Remediation: Kirkpatrick Building at the intersection of Wisconsin Avenue and Iowa Street/Hwy 133 was removed by property owner and remains in owner's name.
10. Wastewater Treatment Facility Upgrade: upgrades to the Wastewater Treatment Plant. Some upgrades were completed over the years and have been allocated to the TIF. Nies reported that there is some damage to one of the lagoon cell berms and the TIF could pay a percentage of that repair.
11. Planning, Grantsmanship and Economic Development: Community Plans, grant applications, economic development and internet access qualify for this. Nies said that the grant for well #4 that we are currently working on would qualify under this project.
12. Revolving Loan Fund: provides incentives to property owners and/or developers as a means of developing the downtown. These loans will not be done due to timeframe and that the loans to the developers would need to be completed by April 21, 2019 and due back prior to April 21, 2024.
13. Administration, Mapping, Computerization, and Legal Services: Creations of the district, mapping, hardware/software, are all eligible expenses. Discussed updating the "business map", the large map in the Village Office, new computer for DPW, a percentage of the printer and copier leases, new folding/inserting machine.
14. Downtown Redevelopment: public works projects relating to the development of the District. Discussed: removal of large trees in the downtown sidewalk area, replace "bad" sidewalks and repair missing curb/gutter on Wisconsin Avenue from Catherine Street to corporate limits, façade work on Kratochwill Memorial Building.
15. Marketing: costs to promote economic development. The proposed new park signs on Wisconsin Avenue would qualify.

Also discussed:

- reconstruction of alleys,
- 50% cost share versus sidewalk assessments
- contact Dubuque Racing Association regarding possible grant for playground equipment, park improvements, boat landing improvements

Financing:

The Village auditors ran a forecast on TID #3 with the assumption that the revenues for the district remain at approximately \$35,000 per year through 2024. Expenses for auditing and filing fees to DOR remain the same. The District would have approximately \$378,000 at the end of 2024 without any new projects. The TID does owe the sewer department \$160,202. After the Board determines what projects will be done, Nies stated that a portion of the debt to the sewer department should be paid so when doing the calculation for the sewer rate increase, the TID debt will be smaller.

A list was developed of items that Nies will check on with the Attorney and items that Wardell and Nies will obtain prices on.

1. Alley reconstruction between Ohio and Minnesota – ask Attorney
2. Campground – water and sanitary sewer extension – ask Attorney
3. Campground – concrete pads – ask Attorney

4. Lagoon berm repair – Delta cost estimate
5. Village Hall façade/awning – Delta cost estimate
6. Removal of trees, sidewalk repair – Wardell cost estimate
7. Curb and gutter and sidewalk removal/replacement – Wardell cost estimate
8. Playground equipment – ask Village Attorney
9. Iowa Street infiltration basins – Delta cost estimate
10. Well #4 grant application – need contract
11. Business location map updates and Village Office Plat map
12. Marketing – website update
13. Office equipment – Wardell’s computer, copier and printer lease amounts, folding/inserting machine
14. Street signs

Motion Anderson, second Blood to proceed with Tax Increment District #3 eligible Projects as discussed and laid out in the original Project Plan from 1997. **Motion carried.**

Once the TID project amounts are determined, pay the sewer department up to \$80,000 in 2019.

DISCUSSION ON IMPROVEMENTS FOR STREET ACCESS TO COUNTY P – action if necessary:

Discussion centered around improvements for one business since the cost estimate is \$147,000. Nies explained that the cost could be reduced if the street was gravel and not blacktop and that the estimate should be lower since it will be done in conjunction with reconstruction of 2nd Street from Warehouse to Catherine. Johnson informed the Board that the proposed owner called again on Monday to find out the status as his Attorney will not allow him to sign the offer to purchase as there is no permitted street to that property. Once ATC has completed their upgrade, that area will also be available for sale. It was decided to proceed with the street access to County P.

Nies also asked if the Board had a preference on bid opening date for the boat landing improvements – Nies will select the date.

Nies informed the Board that the US Fish and Wildlife Grant funding for the proposed boat landing improvements project is cumbersome and could actually cost more due to Federal Wage Rates. It was decided not to pursue this grant.

SET DATE FOR INTERVIEWS FOR STREET LABORER/SEWER OPERATOR:

It was decided to hold a Special Meeting on Wednesday, January 9th to conduct the four interviews starting at 6pm

ADJOURNMENT: **Motion** Bartlett, second Wiederholt to adjourn the meeting. **Motion carried.**

Cinda Johnson, Village Administrator Clerk