

REGULAR MEETING – July 16, 2019

President Hackl called the meeting of the Muscoda Village Board to order at 7:00 pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Bartlett, Bindl, Blood, and Miller. Also present: Schramm, Wardell, and Johnson.

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

PLEDGE OF ALLEGIANCE.

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

President Hackl congratulated Kevin Elkeberry and Ashley Wirtz for receiving their lineman status; thanked Wendell Smith for his coverage of Village happenings and Trustee Bartlett for his efforts in fund raising campaign for the park improvements.

APPEARANCE: Riverdale School members - parking in the area of Elm and 3rd Street intersection, action if necessary: A representative from the School District was present and explained that CESA 10 did a safety assessment. One of the concerns was the parked cars in between the cross walks on Elm Street as traffic cannot see people in the cross walk by a car. **Motion** Bindl, second Miller to amend Chapter 10 of the Code of Ordinance to prohibit parking or stopping between the cross walks on Elm Street by 3rd Street. **Motion carried.**

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

- a. ***JI Construction pay application #2 and change order #1-South 2nd Street and Morel Lane construction.*** Engineer Mark Digman was present to explain the final pay request and change order. The pay request is for \$129,733.70 which reflects a change order for additional sewer lateral, additional water main tie in and actual quantities used. The contractor still needs to submit final lien waivers and clean up some gravel/debris on South 2nd by Catherine Street. The Board discussed holding a portion of final payment or holding all. **Motion** Blood, to authorize payment of \$100,000 with final payment of \$29,733.70 released when lien waivers and debris is cleaned up. Motion failed due to a lack of a second. **Motion** Bartlett, second Anderson, to authorize full payment, but not to release any funds until final lien waivers and debris is cleaned up. **Roll call vote. Yes:** Miller, Anderson, Bindl, Bartlett, Blood and Hackl. **No.** none. **Motion carried.**
- b. ***Ordinance annexing property into the Village located south of Howard Street and northeast of Old County P.*** Attorney Wood explained that the ordinance has been completed for annexing in approximately 16 acres of land from the Town of Muscoda. This is the property that the Village purchased last year. Johnson asked how the Board wanted the land zoned. It was decided to zone it residential for the current time. **Motion** Anderson, second Bartlett to adopt an Ordinance to Annex in Territory from the Town of Muscoda. **Ordinance Adopted.**
- c. ***Establishing cremation area.*** A resolution has been prepared accepting the unused portion of the Goodwiler's Cemetery plots. The Goodwiler's have reserved plots for future use and now are relinquishing rights to the remaining area. The Board has discussed using this property as a cremation area. Bindl noted that he met with Jim Goodwiler to walk the unwanted area. Delta 3 Engineering has staked the area and supplied the description. Delta also did a preliminary layout for 2' x 2' cremation plots. **Motion** Bartlett, second Anderson to adopt the Resolution to accept land from the Goodwiler Family for use as a cremation area. **Resolution adopted.**

- d. Time limit to discard non-compliant Cemetery items. All non-compliant items will be discarded by July 31st.* Trustee Bindl asked how long he should hold items that are not in compliance with the rules of the cemetery – dead flowers, urns, shepherd hooks and other decorations. The rules read ten days after Easter and Memorial Day and two weeks after a burial. It was decided to discard old/faded flowers and items in shed from the 2018 clean-up. It was suggested that when a shepherd hook, urn or something of value is removed from a site, hold it for thirty days and then destroy.
- e. Investing of Cemetery funds.* Bindl noted that he was contacted by Ed Jones Investments that a Cemetery CD is coming due. Johnson asked if that could be deposited into the MMDA account at Clare Bank to pay for 2019 expenses – mowing, new lawn mower, burial digging, etc. Bindl replied that the funds could be used to pay expenses and that he would call Ed Jones Investments.
- f. Repeal and Recreate Title 11-Cemetery Ordinance.* All rules and regulations will be enforced. **Motion** Bindl, second Anderson to adopt an updated Cemetery ordinance which references the new rules and regulations of the Cemetery. **Motion carried.**
- g. Purchase new mower for Cemetery use.* Wardell received two quotes for a 42” zero turn mower, however a 38” would fit better in the shed, neither place had a 38” zero turn. Bindl asked Wardell to get a quote from Sloan Implement as he just purchased one from them. **Motion** Bindl, second Bartlett to allow Wardell to purchase a zero turn mower for the Cemetery not exceeding \$2,600. **Roll call vote. Yes:** Bartlett, Bindl, Blood, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**
- h. Sidewalk/curb & gutter replacement on Wisconsin Avenue and downtown area.* Anderson asked if the contractor was done with sidewalk/ curb and gutter as there are still areas that need attention. Wardell responded that once the TIF projects are done, financing should be reviewed to see if any more areas can be done.
- i. Repairs to entrance/awning of Kratochwill Memorial Building.* Anderson presented options for replacement of the existing awning on the Kratochwill Memorial Building from BL Signs and front door replacement from All American Do It Center. Anderson explained the options; one is for an awning that has a flat front and the other has a “bump out” that would cover more of the entrance. The replacement doors also could include a handicap push button. **Motion** Bartlett, second Miller to contract with BL Signs at a cost not to exceed \$20,814 for new awning with extended entrance, address only in entrance area, and replace panels under windows. Also contract with All American Do It Center to replace front doors with handicap door opener and tempered insulated glass at a cost not to exceed \$10,125. Total project is \$30,939 and will come from TID financing. **Motion carried.**
- j. Contract with HydroCorp for cross connection inspections.* **Motion** Anderson, second Bartlett to renew a three year contract with HydroCorp for cross connection inspections at an annual cost of \$3,528.00. **Motion carried.**
- k. ATC Common Facilities Agreement.* Attorney Wood has reviewed the agreement. Wardell explained that the Village will get reimbursed for maintenance/upkeep of the new ATC switching station grounds. Since the property is not in the Village’s name yet, the agreement should not be signed.
- l. Participating in the 2020 Grant County Highway Aid program.* **Motion** Miller, second Bindl to participate in the 2020 Grant County Highway Aid program at the same cost as previous years - \$2,000 matching contribution. **Motion carried.**
- m. Appointments to Committees and Commissions.* President Hackl stated that appointments will remain the same as they currently are. **Motion** Anderson, second Bindl to accept the appointments as presented. **Motion carried.**
- n. Update Resolution for inclusion in State Health Insurance program.* Johnson explained that since the State updated the health insurance administration manual, the State requires a new resolution be on file. There are no changes to the actual coverage. **Motion** Anderson, second

Miller to approve a new resolution for inclusion in the State Health Insurance program.
Motion carried.

- o. **Update on FaceBook and Website.** Johnson reported that the Village's FaceBook page and the new website are both up and running.
- p. **Update on Hover Club of America visit in August.** Johnson gave an update on the happenings for the Hover Club of America visit on August 9th & 10th. They currently do not have many reservations but are hoping to get forty five people with twenty five to thirty hovercrafts.
- q. **Cameras at the public swimming pool.** Chief Schramm reported there have been a few incidences at the pool and a camera could help identify who causes the problem. Wardell stated that since it is a brick building with little to no attic space, it would be difficult to install cameras. The Chief suggested checking into a wireless system; he will get prices for the August meeting.
- r. **Award contract for 2019 Seal Coating.** Two bids were received: Fahrner Asphalt was \$1.25 per square yard; Scott Construction at \$1.94 per square yard. Wardell contacted both companies after the bids were opened and Fahrner noted that there was a typo in his bid and the amount should be \$2.25 per square yard. **Motion** Miller, second Anderson to award the contract to Scott Construction at \$1.94 per square yard for 2019 seal coating project. **Motion carried.**

MOREL MUSHROOM FESTIVAL COMMITTEE REPORT AND DONATION FOR PARK IMPROVEMENTS:

The Committee had a wrap-up meeting on June 18th. Johnson reported that the current Festival fund balance is \$40,350; the Committee recommended to donate \$20,000 to the Park Improvement Fund. **Motion** Bartlett, second Bindl to approve the Morel Mushroom Festival Committee report and accept their recommendation to donate \$20,000 from fund balance for Riverside Park Improvements. **Motion carried.**

AD HOC PARK IMPROVEMENT COMMITTEE REPORT:

- a. Boat dock fee structure: The Committee discussed various ways to charge and dollar amount. No final decision was made.
- b. Repeal and recreate Title 12 – Recreational Facilities: Chief Schramm and Clerk Johnson have reviewed the current ordinance, removed areas that do not relate to Muscoda or are found elsewhere in the Code of Ordinance. The draft ordinance was distributed to members earlier for review. The Chief discussed sections that needed attention from the Committee/Board.
- c. Advertising in Hidden Valleys Inc.: Committee suggested increasing ad from 1/6 page to 1/3 page ad size for \$847.
- d. Playground equipment: Johnson printed off the items that the Committee has been looking at. Also had photo copies of four types of climbing equipment. It was decided to have Bindl contact Commercial Recreational Specialist to obtain a quote on: 4-belt swings in a separate frame; in an arched frame- 2-made for me seats, 1-reflections selfie, and 1-tweenmate; 1-whirl with me (merry go round); 1-jump to it (teeter tooter); 6" of mulch, 4" of rubber chips and a barrier around all. Quote should include delivery and installation. Wardell was instructed to check with a local mill about wood chips.
- e. Permanent/seasonal sites: No discussion on permanent sites.
Motion Anderson, second Blood to accept the report, adopt the rewrite of the Recreational Ordinances, authorize a 1/3 page ad in the Hidden Valley magazine for \$847 and have Bindl work with distributors on playground equipment quotes. **Motion carried.**

LIBRARY BOARD REPORT: No report.

CHAMBER OF COMMERCE REPORT: Hackl and Wardell reported that the Chamber will donate \$7,500 to the Park Improvement Fund. Plans are underway for the annual Fall Opener.

GRANT COUNTY ECONOMIC DEVELOPMENT REPORT: Miller attended the June meeting in Platteville; tour was at Queen B Radio station.

REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS:

Trustee Blood submitted a written report on the happenings at Grant County Tourism Council meeting. **Motion** Miller, second Bartlett to approve Blood, Bindl and Hackl to attend the monthly Economic Development meeting in Lancaster; approve Hackl and Bindl to attend the Chiefs Executive Conference in Elkhart Lake; approve Bindl to attend the League annual meeting in Green Bay and approve Blood to attend the monthly Grant County Tourism meeting. **Motion carried.**

POLICE REPORT: Chief Schramm submitted his monthly report.

SUPERINTENDENT REPORT: Wardell submitted his monthly report. He also reported that the work to repair the berm at the lagoon has been completed. Grading and new gravel of the alleys will start soon. Bindl asked about the compost that is being used around the concrete pads at the park. Wardell explained that he has been using the compost from the Village's site at the landfill for this project. Bindl noted that some black sand should be used and not all compost. **Motion** Anderson, second Bartlett to approve the Superintendent Report. **Motion carried.**

ADMINISTRATOR CLERK-TREASURER REPORT: Johnson submitted her monthly report. She has been working with Delta 3 on an updated plat map and would like the Board to consider doing a "layer" for zoning as the current zoning map is hand drawn. Muscoda will be hosting the August 28th Economic Development meeting. The tour will be of KJ Cold Storage with a meal to follow at Sportsmen's. **Motion** Blood, second Anderson to approve the Administrator Clerk report and contract with Delta 3 to update the zoning map in digital format. **Motion carried.**

ACTION ON LICENSES: renewal of cigarette license application and operator license applications: **Motion** Anderson, second Miller to accept the application and grant a Cigarette license for July 16, 2019 through June 30, 2020 to Family Dollar, a temporary operator license to Angela Tanner, and a temporary Class B Beer & Wine license to the Muscoda Chamber of Commerce for September 28, 2019. **Motion carried.**

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

DISCUSSION ON LAND PURCHASE/AGREEMENT FOR ATC SWITCHING STATION-
closed session Wis SS 19.85(1)(e): discussed in closed session.

CONSIDERATION OF ADJOURNING INTO CLOSED SESSION TO DISCUSS LAND PURCHASE/AGREEMENT FOR ATC SWITCHING STATION PURSUANT TO WIS SS 19.85(1)(e): **Motion** Anderson, second Miller to adjourn into closed session. **Roll call vote: Yes:** Miller, Anderson, Bartlett, Bindl, Blood, and Hackl. **No:** none. **Motion carried.**

RETURN TO AND RECONVENING IN OPEN SESSION: **Motion** Bartlett, second Miller to reconvene into open session. **Roll call vote: Yes:** Bartlett, Bindl, Blood, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**

ADJOURNMENT: **Motion** Miller, second Anderson to adjourn the meeting. **Motion carried.**