

REGULAR MEETING – September 10, 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, Blood, and Miller. Also present: Schramm, Wardell, and Johnson.

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

PLEDGE OF ALLEGIANCE.

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

APPEARANCE: Ashlee Salis-contesting 2018 invoices for concrete and street patch due to private lateral replacement-action if necessary. Ms. Salis was present to discuss her invoice for sidewalk/curb and gutter repair after she had to replace her private sewer lateral in the summer of 2018. Salis feels that the invoice in the amount of \$1,225 was too high and that she could have had it replaced herself at a lower cost. It was explained that it is Village policy, that if a homeowner replaces their lateral, the Village will repair the sidewalk/curb and gutter and street and invoice the property owner. Johnson noted that the Village was invoiced from Bear Valley Concrete for specific work. On the invoice, each address was listed and Salis was billed exactly what the Village was charged. The Board did not adjust Ms. Salis' invoice.

APPEARANCE: EMS Vice President Gary Shilling-Village employee(s) responding to EMS calls. Mr. Shilling explained that there is a shortage of volunteers to respond to rescue squad calls especially during the day. The Village does have an employee who just recently obtained an EMT license, Ashley Wirtz. Shilling distributed a proposal with six guidelines that the EMS would like the Village Board to consider when an emergency call is received during working hours and the employee could respond to the call. Mr. Shilling was informed that this would be discussed in closed session.

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

- a. *Layout of cremation area.* Table as Bartlett has not received information from Archie Monument.
- b. *Reinvesting of Cemetery funds.* Table as Bindl was not present.
- c. *Hydrant replacement.* Two quotes were received; JI Construction at \$1,100, and Nick Ewers at \$1,499. **Motion** Bartlett, second Anderson to accept the quote form JI Construction at \$1,100 for hydrant replacement. **Motion carried.**
- d. *Stop sign at Old Blue River Road and Minnesota Street-eastbound traffic.* Johnson presented a sketch of the area on Old Blue River as it intersects with South Minnesota Street. This area is currently an uncontrolled intersection. **Motion** Miller, second Blood to install a stop sign on Old Blue River Road for traffic entering onto Minnesota Street and remove existing yield for north bound traffic on Minnesota Street just south of railroad tracks. **Motion carried. Anderson opposed.**
- e. *Update on TID projects and financing-possible additional projects.* Table until all projects are done.
- f. *Cameras at the public swimming pool.* Chief Schramm obtained a quote for equipment only in the amount of \$1,428. He felt that he could install them in one day. **Motion** Bartlett, second Anderson to purchase camera equipment for the swimming pool and grounds in the amount of \$1,428 and installation will be completed by Chief Schramm. **Motion carried.**

- g. ***Repeal and rewrite of Title 6-Public Works.*** Motion Miller, second Bartlett to repeal and rewrite Title 6-Public Works. **Motion carried.**
- h. ***Biennial agreement with Grant County for Election support.*** Motion Anderson, second Bartlett to approve the Biennial Agreement with Grant County for Election Support. **Motion carried.**
- i. ***Distribution of Community Contribution funds and Commitment to Community funds.*** Johnson explained that the Community Contribution Funds are derived from WPPI Energy and has been used in the past for: playground equipment savings, meal site remodeling, rescue squad, fire department, food pantry, etc. There is \$1,500 to allocation towards Community projects. This item will be on the agenda in October for a determination on how to use the funds.
- j. ***Ordinance to adopt Administrative Code 316-Electrical Code.*** Attorney Wood explained the update to the Code book relating to electric inspections and the need for this ordinance. If approved, Johnson will have some paperwork to complete and send to the State. **Motion Anderson, second Bartlett to approve ordinance to adopt Administration Code 316-Electrical Code and have Johnson complete the paperwork. Motion carried.**
- k. ***Update Procurement Policy.*** Johnson explained that she has been working with Delta 3 and the State Department of Administration (DOA) on CDBG Grant Administration paperwork and this is one of many items that are required. **Motion Anderson, second Bartlett to update the Village of Muscoda's Procurement Policy. Motion carried.**
- l. ***Repeal and recreate Title 4, Chapter 1-Fair Housing Ordinance to be in compliance with DOA standards.*** Before moving forward with the CDBG Grant Agreement, DOA requires the Village to amend their Fair Housing Ordinance. **Motion Bartlett, second Miller to repeal and recreate Title 4, Chapter 1-Fair Housing Ordinance. Motion carried.**

AD HOC PARK IMPROVEMENT COMMITTEE REPORT:

- a. ***Playground equipment selection.*** The vendor has been selected but until Bindl returns no equipment selection will be made as he has the information on the quotes.
- b. ***Seasonal/Permanent site application, rules and regulations.*** The Committee reviewed a draft application and rules/regulations that Johnson had worked on. Several changes were made and the revised application and rules/regulations were included in packets. Chair Bartlett stated that this is a "work in progress" and things may arise that require changes be made. **Motion Anderson, second Bartlett to approve the seasonal/permanent site application, rules and regulations as presented. Motion carried.** Discussed completing the final eight concrete pads this fall so when the park opens in 2020, all sixteen seasonal sites will be completed. **Motion Bartlett, second Blood to approve pouring the remaining eight concrete pads for the seasonal/permanent sites with the expense coming from the General Fund fund balance. Roll call vote: Yes: Bartlett, Blood, Anderson, Miller, and Hackl. No: none. Motion carried.**
- c. ***ATV/UTV activities in the park/Village.*** Trustee Anderson spoke on holding a rally in the park for ATV/UTV's to gain interest in our recreational area. Dan Behrens, owner of Honker's and Sportsmen's Lounge was also present and provided information on ATV/UTV's using the roads/highways in this area. They are currently working on getting the bridge opened up for use.
- d. ***Advertising in Our Wisconsin magazine.*** Trustee Bartlett and Clerk Johnson worked with a sales representative from *Our Wisconsin* on various advertising options. One of the suggestions was a mix and match option whereby you advertise in three issues of your choice if space is available; two of the ads would be smaller and one issue would be larger. **Motion Anderson, second Bartlett to approve advertising in *Our Wisconsin* magazine not to exceed \$1,780 including the optional "Where's the W" contest. Motion carried.**

LIBRARY BOARD REPORT: no report.

CHAMBER OF COMMERCE REPORT: Annual Fall Opener is September 28th, and the Chamber donated \$7,500 for park improvements.

GRANT COUNTY ECONOMIC DEVELOPMENT REPORT: The August meeting was held in Muscoda and was well attended.

GRANT COUNTY TOURISM COUNCIL REPORT: Blood reported that he was not able to attend the last meeting. He asked for permission for Clerk Johnson to attend the meetings as the Council discusses ideas for advertising, both in print and on social media. No action on his request.

REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS: Motion Miller, second Anderson to authorize Blood and Bindl to go to the September Grant County Economic Development meeting in Hazel Green, and Blood to attend the September Grant County Tourism Council. **Motion carried.**

POLICE REPORT: Chief Schramm submitted his monthly report with no additions. **Motion** Bartlett, second Miller to approve the Police report. **Motion carried.**

SUPERINTENDENT REPORT: Wardell submitted his monthly report and also reported that an individual was interested in buying the old Cemetery lawn mower for \$150, and if approved ATC would like to continue using the landfill for their lay-out staging area while they work on the substation upgrade. **Motion** Bartlett, second Anderson to approve the Superintendent Report, approve the sale of the old Cemetery mower for \$150 in “as is” condition, and allow ATC to continue using the landfill until the project is complete. **Motion carried.**

ADMINISTRATOR CLERK-TREASURER REPORT: Johnson submitted her monthly report, asked for permission to attend the Towns Association meeting held near Dodgeville on September 25th and reported that the Cemetery investments had a loss of \$806 for August. **Motion** Miller, second Bartlett to approve the Administrator Clerk report, schedule meetings as necessary, and authorize Johnson to attend the Towns Association meeting on September 25th. **Motion carried.**

ACTION ON LICENSES: **Motion** Anderson, second Miller to accept the application and grant an operator license to McKenzie Olson. **Motion carried.**

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

PLAN COMMISSION REPORT AND RECOMMENDATION:

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

DISCUSS STEPS FOR COLLECTION OF CERTIFICATION FEES FROM EMPLOYEE(S)-closed session Wis SS 19.85(1)(c): discussed in closed session.

DISCUSSION AND ACTION ON VILLAGE EMPLOYEES RESPONDING TO EMERGENCY CALLS-closed session Wis SS 19.85(1)(c): discussed in closed session.

CONSIDERATION OF ADJOURNING INTO CLOSED SESSION TO DISCUSS STEPS FOR COLLECTION OF CERTIFICATION FEES FROM EMPLOYEE(S) AND DISCUSSION ON EMPLOYEE(S) RESPONDING TO EMERGENCY CALLS PURSUANT TO WIS SS 19.85(1)(c) AND DISCUSSION ON LAND PURCHASE/LAND SALE RELATED TO ATC SWITCHING STATION PURSUANT TO WIS SS 19.85(1)(e): **Motion** Anderson, second Miller to adjourn into closed session. **Roll call vote: Yes:** Bartlett, Blood, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**

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

Action after returning to open session

Plan Commission Report: **Motion** Anderson, second Miller, to accept the Plan Commission recommendation to swap land with Muscoda Protein Products. They will receive land adjacent to existing seepage cells by lagoon and the Village will acquire land for the ATC switching station. Accept the two Certified Survey Maps for the aforementioned properties. Attorney Wood will order title commitment once the maps are returned from the County Register of Deeds. **Roll call vote: Yes:** Bartlett, Blood, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**

Collection of Certification Fees: **Motion** Bartlett, second Anderson to pursue collection of certification fees from Dustin Hach in the amount of \$918.76. Attorney Wood will file a claim in court. **Motion carried.**

Employee attendance at EMS calls: **Motion** Bartlett, second Miller to allow Village Employee to attend rescue squad calls, however it will be without pay and it is for a one month trial period. Employee is to make contact with immediate supervisor or Village Administrator for approval to leave work to respond to call and again when returns back to work. **Roll call vote: Yes:** Bartlett, Blood, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**

ATC COMMON FACILITIES AGREEMENT:

Motion Anderson, second Miller to approve the ATC Common Facilities Agreement for maintenance at the new ATC switching station. **Motion carried.**

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

Cinda Johnson, Village Administrator Clerk