

## **REGULAR MEETING – October 8, 2019 (with two corrected typographical errors)**

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, Bindl, Blood, Miller, and Wiederholt. Also present: Schramm, and Johnson.

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

**PLEDGE OF ALLEGIANCE.**

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

Library Report and Fire District report and proposed budget were moved to this position of the meeting.

### **FIRE DISTRICT REPORT AND ACTION ON 2020 PROPOSED BUDGET:**

Fire District Representative, JoAnn Wiederholt presented the 2020 Fire District budget. There is an increase of 9.76% or \$18,239. \$8,500 of the increase is for new turn out gear for the rescue squad members. Rescue Squad Vice President, Gary Shilling was present and noted that new turn out gear is needed every 10 years. He was informed this is a national requirement, not a State one, and is different than firefighters. Wiederholt explained that if the turn out gear was removed, the increase would be 5%. The Board instructed Wiederholt to obtain more information on the turn out gear before a decision on the proposed budget is made.

### **LIBRARY BOARD REPORT:**

Library Board President, JoAnn Wiederholt said the Library Board worked on updating the patron use policy for the Library and that information will be incorporated into an ordinance for enforcement. The proposed Library budget has been provided.

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

#### **a. *Well #4 protect:***

- Consider engineering contract for Delta 3 Engineering. Engineer Nies was present and explained that the Village will receive \$576,000 in grant funds which equals two thirds of the project. The engineering contract will cover all aspects of this project from planning to design to final completion. **Motion** Bindl, second Miller to approve the engineering contract for the Proposed Municipal Well #4 project with Delta 3 Engineering for \$101,600. **Motion carried.**
- Consider Grant Administration with Delta 3 Engineering. Nies presented the grant administration contract for \$18,000. As a requirement of the Grant, Johnson attended the administration training in Madison along with Delta 3. **Motion** Bindl, second Anderson to approve the grant administration contract for the Proposed Municipal Well #4 project with Delta 3 Engineering for \$18,000. **Motion carried.**
- Consider Dept of Administration CDBG Administration Grant Agreement. Nies explained that he and Johnson have reviewed the Grant Agreement and made a few changes. The final draft has not been received. **Motion** Bindl, second Wiederholt to approve the CDBG Grant Agreement contingent upon Engineer Nies' final review and approval. **Motion carried.**
- Fair Housing Proclamation approval. **Motion** Anderson, second Blood to approve the Fair Housing Proclamation as required by the CDBG agreement. **Motion carried.**

#### **b. *Presentation from Delta 3 on grant funding opportunities:***

- DOT Local Road Improvement Program (LRIP)-select project-application due November 1, 2019 – this program is administered by each County and covers projects related to streets, curb/gutter, bike paths and storm sewers.
- New DOT Multimodal Local Supplement (MLS) Program-select project-application due December 6, 2019 – this grant was just announced and can cover up to 90% of public works projects excluding utilities. Minimum project size is \$250,000 and if approved the community has up to six (6) years to complete the project.
- DNR Clean Water Fund (CWF) Intent to Apply (ITA) and Priority Ranking Form (PERF)-submittal if necessary – this is a ~~loan~~ low interest loan through the DNR. By filing the ITA and PERF simply places the Village on a list to be eligible to apply for funding. It is not a commitment.
- DNR Safe Drinking Water Loan Program (SDWLP) Intent to Apply (ITA) and PERF-submittal if necessary – same criteria as CWF, just a different program. And again, this does not mean the Village will apply, but if not filed with DNR, you cannot apply.

Wardell suggested applying for funding for storm water control on Iowa Street. Johnson reviewed the capital improvements plan and projects ten (10) and eleven (11) address this proposal. The project would start in the parking lot between Copper Lounge and Walsh's Ace Hardware, then northwest through the parking lot south of Benders then north on Iowa to Greentree and east to 2<sup>nd</sup> Street. Proposed project would be new storm sewer, water and sewer mains, curb/gutter, sidewalk and street reconstruction. **Motion** Anderson, second Miller to apply for grant funding from LRIP and MLS for proposed reconstruction of storm sewers, water and sewer mains, curb/gutter, sidewalk and street construction starting at drain in parking lot between Copper Lounge and Walsh's Ace to drain south of Benders west to Iowa Street, north on Iowa to Greentree Trail and east to 2<sup>nd</sup> Street. **Motion carried. Motion** Anderson, second Miller to submit the Intent to Apply and priority Evaluation Ranking Form for both Clean Water Fund and Safe Drinking water Loan Program for the above listed project. **Motion carried.**

- Update on Boat Landing Improvements Project and possible pay application #1 from GPro Excavating:** Engineer Nies explained that G-Pro Excavating is asking for an extension on substantial completion from November 1, 2019 to November 30, 2019 on the boat landing project due to the high water levels this year. Nies also explained that he does not want the boat landing under construction during the winter months and that it needs to be paved this year or wait until 2020 construction season. **Motion** Bindl, second Anderson to approve the change order from G-Pro Excavating extending the substantial completion to November 30, 2019 with the condition that if the boat landing pavement is removed this year it needs to be paved before winter or just wait until 2020 construction season. **Motion carried.**
- Rain water in meal site room and kitchen:** Johnson explained that we are still getting rain water in the storage room of the meal site. Engineer Bailie had previously emailed with suggestions on fixing the problem. Nies will have Bailie send the email again.
- Layout of cremation are:** Bartlett is still working on this.
- Reinvesting of Cemetery funds:** There is a Cemetery investment at Edward Jones Financial that the Auditors recommend moving as it is not a legal investment per State Statutes. **Motion** Miller, second Anderson to authorize Bindl to contact Edward Jones Financial to move the MetLife investment to Clare Bank as recommended by the Village Auditors. **Roll call vote:** Miller, Anderson, Bindl, Blood, Wiederholt and Hackl. **No:** none. **Motion carried.**
- Update of TID projects and financing-possible additional projects:** Projects are not completed yet. Discussed possible additional storm drain on south side of Catherine & Iowa if funding is available.
- Review and approval of application for seasonal campsites:** **Motion** Anderson, second Wiederholt to approve the applications presented and the site number they have chosen. **Motion carried.**

- i. ***Distribution of Community Contribution funds and Commitment to Community funds:*** Miller is going to check on the program for weekend meals for needed children.
- j. ***Playground equipment selection:*** Bindl reported that he worked with Lee Recreational on the playground equipment with the dollar amount of \$57,500. The updated information also includes a bench and a music panel. Final cost is \$57,578 from Lee Recreation with swings from Commercial Recreation Specialists. **Motion** Wiederholt, second Anderson to approve the purchase of playground equipment from Lee Recreation and swings from Commercial Recreation in the amount of ~~\$75,578~~ \$57,578. **Motion carried.** Color selection is next. It was suggested to go with a color scheme to match the new park signs. Bindl noted that while attending the League Conference from October 23-25 he could speak with the distributor about colors. Anderson noted that he may be able drive.
- k. ***Repeal and recreate Title 12-add chapter for enforcement of Library policies:*** **Motion** Miller, second Wiederholt to repeal and recreate Title 12 and add chapter for enforcement of Library policies. **Motion carried.**

**MOREL FESTIVAL COMMITTEE REPORT:**

The Committee met on September 17<sup>th</sup> to start working on the 2020 Festival. Johnson presented a list of items that are confirmed for next year.

**CHAMBER OF COMMERCE REPORT:** The Fall Opener went well.

**GRANT COUNTY ECONOMIC DEVELOPMENT REPORT:**

Blood attended the meeting in Hazel Green and gave the report.

**GRANT COUNTY TOURISM COUNCIL REPORT:** The meeting was cancelled.

**REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS:** **Motion** Bindl, second Blood to authorize Blood and Hackl to attend the October Grant County Economic Development meeting, Blood to attend the October Grant County Tourism Council meeting, and Anderson to attend the annual League of WI Municipalities conference in October. **Motion carried.**

**POLICE REPORT:** Chief Schramm submitted his monthly report. He reported on the vandalism at the parks during Home Coming week and asked how the Board wanted to handle the violators. It was decided to start with Community Service. The Chief also noted that while viewing the cameras at the park, they need to be replaced. Cost is approximately \$400. **Motion** Miller, second Blood to approve the Police report, have the vandals do community service, purchase new cameras for the parks, and new taser and holsters. **Roll Call Vote: Yes:** Wiederholt, Blood, Bindl, Anderson, Miller, and Hackl. **No:** none. **Motion carried.**

**SUPERINTENDENT REPORT:** Wardell submitted his monthly report. Johnson noted that the Railroad will have Middle Street closed on October 17 & 18 as they will be repairing the tracks. **Motion** Anderson, second Blood to approve the Superintendent Report. **Motion carried.**

**ADMINISTRATOR CLERK-TREASURER REPORT:** Johnson submitted her monthly report, asked for permission for her and Faga to attend the WMCA District meeting in Portage on October 30<sup>th</sup>. Hackl noted that she has someone working on a Revolving Loan Manual. **Motion** Blood, second Wiederholt to approve the Administrator Clerk report, authorize Johnson and Faga to attend the WMCA District meeting on October 30<sup>th</sup>, and schedule a 2020 budget meeting for October 29<sup>th</sup> and November 5<sup>th</sup> if needed. **Motion carried.**

**ACTION ON LICENSES:** **Motion** Anderson, second Miller to accept applications and grant operator licenses to Denise Baudour, Michelle Cunningham, Taryn Hill, and Nicole Sandmire. **Motion carried.**

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

**DISCUSSION AND ACTION ON EMPLOYEES RESPONDING TO EMERGENCY CALLS DURING WORK HOURS-closed session Wis SS 19.85(1)(c):** discussed in closed session

Rescue Squad Vice President Gary Shilling and Ashley Wirtz informed the Board that he was on three calls since the last meeting with a total of 45 minutes away from work. Wirtz was on one called that lasted for two hours. Wirtz spoke on being an EMT and what it means to him.

**CONSIDERATION OF ADJOURNING INTO CLOSED SESSION TO DISCUSS EMPLOYEES RESPONDING TO EMERGENCY CALLS DURING WORK HOURS PURSUANT TO WIS SS 19.85(1)(c):** **Motion** Wiederholt, second Miller to adjourn into closed session. **Roll call vote: Yes:** Miller, Anderson, Bindl, Blood, Wiederholt, and Hackl. **No:** none. **Motion carried.**

*Employee attendance at EMS calls:* The Board discussed the Rescue Squad request at length.

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

#### **Action after returning to open session**

*Employee attendance at EMS calls:* Before making a decision the Board asked for the Rescue Squad to have the following information available for the November Board meeting.

1. Number of calls received between 7am and 3:30pm, Monday-Friday for the months of August, September and October.
2. How many other EMT's are available between 7am and 3:30pm, Monday-Friday.
3. Employees are to respond on "second page" – is there any way to verify that this procedure is being followed?
4. Have other businesses with EMT's been contacted with the same request.

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

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**Cinda Johnson, Village Administrator Clerk**