

## **REGULAR MEETING – December 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, Bindl, Bartlett, Blood, and Miller. Also present: Schramm, Wardell, and Johnson.

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

**PLEDGE OF ALLEGIANCE.**

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

**PUBLIC APPEARANCE: Riverdale School District Administrator Jon Schmidt-update on school activities:** Administrator Schmidt was present to give the Board an update on what has been happening at the school. He reviewed the following: the overall budget was a decrease from the previous year; there are currently 730 students enrolled; safety grants and upgrades; Chieftain Care; and other programs. Schmidt also discussed emergency locations should they need to evacuate the schools. Currently St. John's Parish Hall and the Library are listed and he inquired about the Kratochwill Memorial Building should space be needed. Trustee Bindl asked about having a student participate in Village Board meetings. Hackl will discuss this with Mr. Schmidt.

**PUBLIC APPEARANCE: Greg Griswold-use of Kratochwill Building and associated charges:** Mr. Griswold called before the meeting and said he was not able to attend.

**PUBLIC HEARING ON THE 2020 BUDGETS:** Motion Miller, second Anderson to open the public hearing on the 2020 budgets. Motion carried. Johnson explained the proposed budgets and the levy limit options. The proposed general fund budget has an increase of 7.52% over 2019, or \$57,341, making a total levy of \$833,632.

**CLOSE PUBLIC HEARING:** Motion Bindl, second Anderson to close the public hearing on the 2020 budgets. Motion carried.

**ACTION ON ADOPTION OF 2020 BUDGETS:** Motion Anderson, second Bartlett to adopt the 2020 Budgets for General Fund, Capital Improvements, Cemetery, Tax Increment District, Electric, Water and Sewer Utilities. Roll call vote: Yes: Blood, Bartlett, Bindl, Anderson, Miller, and Hackl. No: none. Motion carried.

**ACTION ON RESOLUTION ESTABLISHING A TAX LEVY:** Motion Bindl, second Anderson to increase the levy to \$833,632 which results in a Village mill rate of \$11.36 per thousand for Grant County and \$3.50 per thousand for Iowa County. Roll call vote: Yes: Blood, Bartlett, Bindl, Anderson, Miller, and Hackl. No: none. Motion carried.

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

*a. Proposed Municipal Well #4 Project – additional project components and approval:* Delta 3 Engineer Mark Digman was present to discuss proposed well #4 project that is proposed to take place at the intersection of 2<sup>nd</sup> and Maple. Digman explained that several things have arisen since the original estimates and grant application submittal. Items are as follow:

1. The sanitary sewer main on Maple Street needs to be at “water main class pipe” so it cannot be lined as was in the grant application; it needs to be replaced. This main is too flat and in worst condition than thought. The proposed sewer main to be replaced runs from Wisconsin Avenue to 3<sup>rd</sup> Street and in the alley between Wisconsin Avenue and 2<sup>nd</sup> Street south of Maple.
2. It is also recommended to replace the sanitary sewer main on 2<sup>nd</sup> Street from Maple to Pine since that line is not “water main class pipe”. Since the street will be under construction it would be a good time to replace this main.
3. Water main replacement – it has been determined that the water main on Maple Street and Pine Street to Elm Street is only 6” and needs to be 8”. The main under the Riverdale Schools Athletic Fields can be directionally bored to preserve the fields.
4. During this proposed construction, storm sewer piping should also be replaced.
5. Also discussed construction of the parking lot between the Library and the new well house. The Village has received \$576,000 for the original project and Delta 3 recommends that the Village submit a request to the Department of Administration for an addition \$424,000 as the new estimate is at \$1,499,550. The maximum amount of grant funding for any one project is one million dollars.

**Motion** Bartlett, second Anderson to approve the additional proposal to replace sanitary sewer mains on Maple Street from Wisconsin Avenue to 3<sup>rd</sup> Street, in the alley south of the Library and on 2<sup>nd</sup> Street from Maple Street to Pine; replace the 6” water mains to 8” mains on Maple Street from Wisconsin Avenue to 3<sup>rd</sup> and on 2<sup>nd</sup> Street from Maple Street to Elm Street. **Roll call vote: Yes:** Blood, Bartlett, Bindl, Anderson, Miller and Hackl. **No:** none. **Motion carried.**

**Motion** Bartlett, second Miller to authorize Delta 3 Engineering to seek additional funding for the well house #4 project.

- b. Sanitary sewer rate increase:** Wardell reported that the sewer discharge at Meister Cheese Company and Muscoda Protein Products is still unknown. He will continue to try and determine what is being discharged to the Village lagoon system.
- c. Storage of new transformer:** Wardell reported that Jordan transformer will charge \$4,000 each time the large transformer is moved. They would have a minimum of two “picks” for a total of \$8,000. Village’s Electrical Engineer Dave Krause recommended leaving the transformer where it is in Jordan, Minnesota until we are ready for it. Bindl questioned the cost of the crane picks. Wardell explained that if the transformer was delivered to Muscoda now, we would have to pay to have it unloaded, pay again to move it during construction and then pay to have it put in service. Wardell was instructed to find out weight of the transformer, cost of trucking, who pays for trucking, and if there are any local truckers that could move the transformer.
- d. Disposal of animal carcass in public areas:** Deer carcasses were left by the garbage can at the park and are not picked up by the contractor. Chief Schramm said that there is no ordinance against this disposal and it is going to be hard to enforce. Bindl discussed disposal methods as printed on the DNR website. More information will be obtained on disposal of carcasses.
- e. Layout of cremation area:** No information.
- f. Update on TID projects and financing – possible additional projects:** Approved projects are not completed yet.
- g. 2020 skid steer lease:** The 2020 lease is for 250 hours at \$5,500. The Village owes \$3,750 on the 2019 lease for going over 150 hours. **Motion** Anderson, second Bartlett to approve the 2020 lease for 250 hours at a cost of \$5,500 and pay for the remaining 2019 lease amount of \$3,750 for going over lease hours. **Motion carried.**
- h. 2020 fuel purchases:** Request for fuel bids were hand delivered to the Muscoda Mini Mart and Muscoda Shell One Stop. The Muscoda Mini Mart was the only bid returned at eleven

(11) cents off the pump price. **Motion** Bartlett, second Blood to approve the 2020 fuel bid from the Muscoda Mini Mart at eleven (11) cents off the pump price. **Motion carried.**

- i. 2020 authorized wages:* **Motion** Miller, second Anderson to approve the 2020 authorized wage list as presented. **Motion carried.**
- j. Appointment of 2020 – 2021 Election workers:* **Motion** Anderson, second Miller to approve the Election Inspectors for 2020-2021. **Motion carried.**
- k. MEUW yearly report:* MEUW Safety Director Steve Eller supplied a report showing safety trainings and inspections.
- l. Annual employee appreciation gift:* **Motion** Blood, second Anderson to approve the annual employee appreciation gift of \$50 for full and permanent part-time employees to a business of their choice in Muscoda. **Roll call vote: Yes:** Blood, Bartlett, Anderson, Miller, and Hackl. **No:** Bindl. **Motion carried.**
- m. Grant County Tourism grant application through UW Extension:* Johnson announced that the UW Extension system is once again offering tourism grants up to \$1,200 for new activities. We have not received the application but last year it was due before a board meeting. **Motion** Bartlett, second Anderson to have Johnson and Post complete the Tourism Grant for festival activities. **Motion carried.**
- n. Proposed dog walking path:* The proposed dog walking path through DNR property east of the elementary school has been submitted to the DNR for approval. There will be no fence around this area.
- o. Crosswalk(s) on N Wisconsin Avenue and previous speed study results:* At the Special meeting on November 21<sup>st</sup> Chief Schramm distributed information related to a speed study completed two years ago. Because the majority of traffic obeyed the posted signs and there was no crash data, the State will not decrease the speed. Schramm obtained prices for cross walk signs: AC Power ones such as the ones on Grove Street are \$7,000 and solar is \$7,200, speed boards are \$3,000 each. The major question is location of a crosswalk since there is no sidewalk on the west side of Wisconsin Avenue. No decision was made.
- p. Use of WPPI funds for Grant County Activity guide, promotional ads and electronics recycling:* Johnson reported that in 2018 WPPI funds from the Economic Development category were used for the Grant County Activity Guide. The invoice for the 2020 guide will not be issued until late January. Johnson asked if \$500 could be used towards the Hidden Valley ad that was \$847. There are also funds available for energy conservation and the electronics pickup held during spring cleanup may qualify for that. Johnson asked for permission to process a request for these funds. **Motion** Bindl, second Bartlett to authorize Johnson to complete the request through WPPI to get funds from the Economic Development category for the ad in Hidden Valley and from Energy Conservation for electronics pickup during spring cleanup. **Motion carried.**
- q. Appointments to Housing Authority:* **Motion** Miller, second Anderson to appoint Fred Goplin to the Housing Authority to complete the term of Ed Kratcha and to reappoint Ron Roh for a five year term. **Motion carried.**
- r. Kratochwill Memorial Building use policy:* **Motion** Bartlett, second Anderson to approve the Kratochwill Memorial Building use policy as presented which included rental fees and keeping the back room locked when not in use. **Motion carried.**

**FIRE DISTRICT REPORT:** No report.

**LIBRARY BOARD REPORT:** No report.

**CHAMBER OF COMMERCE REPORT:** Patricia Ostrander was named Citizen of the Year and the annual Senior Citizen Banquet is Saturday, January 25<sup>th</sup>, 2020.

**GRANT COUNTY ECONOMIC DEVELOPMENT REPORT:** No one was able to attend the meeting. The 2020 schedule was included in packets, Muscoda will host on January 22<sup>nd</sup>. Johnson was instructed to contact Meister Cheese to see if they would do a tour.

**GRANT COUNTY TOURISM COUNCIL REPORT:** No one was able to attend the meeting. The 2020 schedule was included in packets.

**REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS & ACTION ON ATTENDANCE AT VARIOUS MEETINGS:** **Motion** Anderson, second Bartlett to approve Hackl, Bindl, Ekleberry and Wirtz to attend the MEUW Linemen Apprentices Graduation dinner and Wardell for attendance at the annual MEUW Conference and Graduation in Wisconsin Dells; to approve Blood to attend Grant County Tourism Council meeting; and approve Bindl and Hackl to attend the APPA Legislative Rally in Washington, DC. **Motion carried.**

**POLICE REPORT:** Chief Schramm submitted his monthly report. Interviews of Police Officer candidates will be December 18<sup>th</sup> with confirmation from the Village Board at the January Board meeting. **Motion** Bartlett, second Miller to approve the Police report; Anderson, Bartlett and Bindl will conduct Police Officer interviews on December 18, 2019. **Motion carried.**

**SUPERINTENDENT REPORT:** Wardell submitted his monthly report. An invoice has been received from Shawn Underwood for gravel replacement and grading at the alley between his property and Family Dollar. Wardell stated that he did not authorize this work. **Motion** Bartlett, second Anderson to approve the Superintendent Report. **Motion carried.**

**ADMINISTRATOR CLERK-TREASURER REPORT:** Johnson submitted her monthly report. Johnson reviewed the information relating to the cash account for the Cemetery at Edward Jones with an interest rate of .35%; currently Clare Bank is over 2%. **Motion** Miller second Anderson to transfer from the Cemetery cash account at Edward Jones to Clare Bank for better interest rate. **Roll call vote: Yes:** Blood, Bartlett, Bindl, Anderson, Miller and Hackl. **No:** none. **Motion carried.** **Motion** Miller, second Anderson to approve the Administrator Clerk report. **Motion carried.** Johnson was instructed to contact Lee Recreation regarding payment of playground equipment.

**ACTION ON LICENSES:** none

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

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

**UPDATE ON UTILITY SERVICE FOR LARGE INDUSTRIAL CUSTOMER-closed session Wis SS 19.85(1)(e)**

**Motion** Anderson second Miller to adjourn into closed session to discuss employees responding to emergency calls during work hours pursuant to Wis. SS 19.85(1)(c) and update on utility service for large industrial customer pursuant to Wis. SS 19.85(1)(e). **Roll call vote: Yes:** Blood, Bartlett, Bindl, Anderson, Miller and Hackl. **No:** none. **Motion carried.**

***Employee attendance at EMS calls:*** The Board continued their discussion and decided to ask Gary Shilling and Ashley Wirtz into the closed session. The Board would like the EMS to come up with a couple different options on scheduling EMTs that would work for the EMS and the Village. Such as “X” amount of hours per week or on call these days as there is no one available.

***Update on utility service for large industrial customer:*** No updates.

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

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

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**Cinda Johnson, Village Administrator Clerk**