

REGULAR MEETING – April 14, 2020

Due to COVID-19 this meeting was closed to the public but made available by phone or on-line at Go To Meeting.

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, Miller and Wiederholt. Also present: Schramm, Wardell and Faga.

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

PLEDGE OF ALLEGIANCE.

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

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

a. **Substation expansion easement:** Wardell explained the need for an additional 10' easement on the west side of Meister Cheese/Muscoda Protein Products to give ATC a 20' temporary easement for their use during construction. Motion Bartlett, second Blood to approve obtaining a 10' easement with Meister Cheese. **Motion carried.**

b. **Award of Contracts for Well House #4 project and removal of trees:** Engineer Bart Nies was present to review the bids. The total of the three lowest bids came in at 14% below the estimated construction budget. A local contractor whose bid was second lowest sent a letter which went to the Village Board, Attorney Wood, and Engineer Nies stating concerns of possibly not being awarded the contract. Attorney Wood responded to the Board with a letter regarding legal matters when not awarding to the lowest bidder. Nies obtained a list of sub-contractors that the low bidder would use during construction and this local contractor is one of them; when Nies explained this to the local contractor he was then fine with the matter. **Motion** Anderson, second Miller to award contract #1-Utility and Street Construction- to Badger Environmental & Earthworks at \$565,766.75. **Roll Call Vote: Yes:** Wiederholt, Miller, Anderson, Bartlett, Blood, and Hackl. **No:** none. **Motion carried.**

Motion Miller, second Wiederholt to award contract #2-Well and Well Pump Construction- to Municipal Well & Pump at \$161,820.00. **Roll Call Vote: Yes:** Wiederholt, Miller, Anderson, Bartlett, Blood, and Hackl. **No:** none. **Motion carried.**

Motion Anderson, second Wiederholt to award contract #3-Well House Building Construction- to Badger Environmental & Earthworks at \$404,800.00. **Roll Call Vote: Yes:** Wiederholt, Miller, Anderson, Bartlett, Blood, and Hackl. **No:** none. **Motion carried.**

Nies asked the Board to consider replacing the 8" water main for one block on Maple Street from Wisconsin Avenue to 2nd Street since there was such a large savings in the contract amounts and this block was not in the bids; estimated cost of \$20,000. There was discussion and asked to have this placed on the May agenda. Also discussed was a letter received from the Presbyterian Church asking to save their four trees. Nies stated there are five trees along Maple Street, two of which will have to be removed since they are in line with the sewer lateral, three trees in the terrace could remain but may cause root problems to the sidewalk in the future. There was concern from the McKenna residence that they also wanted their trees along 3rd Street to be saved; Nies said that these three small trees could remain. **Motion** Bartlett, second Anderson to leave the three trees at the Presbyterian Church along Maple Street that will not interfere with the sewer lateral, and the three small trees at McKenna's along 3rd Street. **Motion carried.**

- c. Layout of cremation area and monument:* Postponed until May.
- d. Seasonal campsite applications:* Included in packets were two applications along with pertinent required information. **Motion** Bartlett, second Anderson to approve the two applications for seasonal sites contingent on when the park opens due to COVID-19. **Motion carried.** The park will remain closed until further notice.
- e. Farm lease for Village property on Old County P:* The Lease is with Ronald Studnicka and is the same as 2019. **Motion** Anderson, second Blood to approve the 2020 farm lease with Ronald Studnicka at \$667.20 annual payment. **Motion carried.**
- f. Change of date for Annual Spring Clean-up:* Wardell requested that the spring clean-up be moved from May 2nd to a later date due to COVID-19. Faga contacted Town and County Sanitation and clean-up can be held June 20th. **Motion** Blood, second Bartlett to move the spring clean-up day to Saturday June 20, 2020. **Motion carried.**
- g. 2020 Morel Festival:* **Motion** Bartlett, second Wiederholt to cancel the 2020 Morel Mushroom Festival due to COVID-19. **Motion carried.**
- h. Price of 2020-2021 Class B Combination License:* During one of the League's webinars the topic was Municipalities reducing the cost of the Class B license due to closure of taverns. In packets was a letter from a bar owner asking for the Board to consider reducing the license fee for the upcoming year. Postponed until May.
- i. Families First Coronavirus Response Act Policies:* A copy of the policies drafted by Attorney Wood were enclosed in packets. He was not present but phoned and explained the policies and recommends that the Board adopt them should an employee qualify to use this time. **Motion** Anderson, second Bartlett to approve the Families First Coronavirus Response Act Policies and employee request form as presented. **Motion carried.**
- j. Action on Ordinance Relating to Public Health:* Chief Schramm explained that by adopting this ordinance local Officers are able to write a citation to anyone who violates the law relating to health. **Motion** Bartlett, second Anderson to adopt An Ordinance to Create Section 11-1-11 (a)(11) of the Municipal Code of the Village of Muscoda, Grant and Iowa Counties, Wisconsin, Relating to Violation of Law Relating to Health. **Motion carried.**
- k. Park Improvements - playground equipment/plans:* Bartlett was concerned about the layout of the new playground equipment. Wardell stated he received the design from Trustee Bindl and the dimensions are 69' by 55' laid out. Bartlett suggested that the Park Ad Hoc Committee meet to discuss future plans and the placement of the old playground equipment.

LIBRARY BOARD REPORT: No report.

CHAMBER OF COMMERCE REPORT: No report.

GRANT COUNTY ECONOMIC DEVELOPMENT REPORT: March meeting was cancelled.

GRANT COUNTY TOURISM COUNCIL REPORT: March meeting was cancelled.

REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS & ACTION ON ATTENDANCE AT VARIOUS MEETINGS: None.

POLICE REPORT: Chief Schramm submitted his monthly report. He added that he installed the cameras at the pool and showed Pool Director Cheryl Miller how to use them. **Motion** Anderson, second Bartlett to approve the Police report. **Motion carried.**

SUPERINTENDENT REPORT: Wardell submitted his monthly report. Park Closed signs will be posted, Bartlett suggested posting it on the Hwy sign also. Discussed opening the pool and the

cost of chemicals. Bartlett stated that as much should be done now to get it up and ready for when it is safe to open. Wardell said they only need three weeks to prepare the pool, Hackl asked to discuss the pool at the May meeting. **Motion** Miller, second Bartlett to approve the Superintendent Report. **Motion carried.**

ADMINISTRATOR CLERK-TREASURER REPORT: Johnson submitted her monthly report but was not present. Faga explained that tonight's GoToMeeting was free but there is a charge for future meetings, to subscribe would cost \$20 a month with unlimited meetings. Also a letter from LS Yard & Garden Service was received asking that since the business is located out of Village limits if she could pay a fee for the use of our landfill for customers who are not located in the Village; this is due to Muscoda Township no longer allowing compost at their landfill. Wardell stated that other contractors may use our landfill for Village residents only. **Motion** Anderson, second Bartlett to approve the \$20 monthly GoToMeeting membership, LS Yard Service may use our landfill for customers who are Village residents only, and to approve the Administrator Clerk report. **Motion carried.**

ACTION ON LICENSES: **Motion** Wiederholt, second Miller to approve Operator licenses to Nicole Gaudette and Alexis Amobor contingent on schooling. **Motion carried.**

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

The following items were discussed in closed session:

- a. Review 2020 pool staff applications and set compensation – closed session 19.85(1)(c)
- b. Update on Revolving Loan payments – closed session 19.85(1)(f)
- c. Review applications and make selections for 2020 utility scholarships – closed session 19.85(1)(f)

Motion Anderson, second Miller to adjourn into closed session to review 2020 pool applications and set compensation pursuant to Wis. SS 19.85(1)(c), update on Revolving Loan payments, and review applications and make selections for 2020 utility scholarships pursuant to Wis. SS 19.85(1)(f). **Roll call vote: Yes:** Wiederholt, Miller, Anderson, Bartlett, Blood, and Hackl. **No:** none. **Motion carried.**

Chief Schramm left at this time.

Review of 2020 pool staff applications and set compensation: The Board reviewed the recommendations made by Pool Director Cheryl Miller.

Update on Revolving Loan payments: Faga reported that there are no problems and made their payment.

Review applications and make selections for 2020 utility scholarships: The Board reviewed the seven scholarship applications.

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

Review of 2020 pool staff applications and set compensation: **Motion** Blood, second Wiederholt to accept Pool Director Cheryl Miller's recommendation on hiring Lauree Vande Hey as Head Guard, Augusta Vande Hey as Guard/Head Guard, Gracie Anderson and Camryn Bird as Guards

contingent on certifications, Addison Bird, Richard Buchholz, Taylor Johnson, Caitlin Nachtigal, Stacie Pliner, Christopher Steiner, Joseph Vande Hey, Madison Vande Hey, and Ryane Vande Hey as Guards, all that hold WSI certification to teach swim lessons, and Landon Bobb, Dreyton Deglow, and Lainey Streicher as cashiers. All new employees will receive the rate of pay according to current wage scale and all returning employees will receive a twenty five cent per hour increase. **Roll Call Vote: Yes:** Wiederholt, Miller, Anderson, Bartlett, Blood, and Hackl. **No:** none. **Motion carried.**

Review applications and make selections for 2020 utility scholarships: **Motion** Miller, second Anderson to approve a \$1,000 scholarship to each Addison Bird and Andrew Richardson. **Motion carried.**

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

Laura Faga, Village Deputy Clerk