

## REGULAR MEETING – June 9, 2020

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, Miller and Wiederholt. 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 Bartlett, second Blood to accept the Regular and Special minutes as presented. Motion carried.

### DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

- a. **Contract #1-G-Pro Excavating Pay Application#1 and Change Order #1:** Engineer Bart Nies was present to explain the first pay request from G-Pro Excavating for the boat landing reconstruction. The pay request is for \$98,881.60. The landing was completed prior to Memorial Day with three items on the punch list. Update on dock installation: to date the dock has not been installed due to where the anchor poles are to be attached is rock. The company that built the dock is looking into other options on how to anchor the dock since it is a floating dock and should be moved depending on the water level. Motion Anderson, Bartlett to approve pay request #1 from G-Pro Excavating for boat land reconstruction in the amount of \$98,881.60. Roll call vote: Yes-Wiederholt, Blood, Bartlett, Bindl, Anderson, Miller and Hackl. No-none. Motion carried.
- b. **Contract #2-Badger Environmental & Earthworks Pay Application #1:** Braden Nies from Delta 3 Engineering gave an update on the well house and associated street construction project. Badger Environmental started after Memorial Day and construction is going well. Pay request is for \$65,312.50 and disbursement will be made after Administrator Johnson is notified as to allocation between CDBG and matching general funds. Motion Wiederholt, second Blood to accept pay request #1 from Badger Environmental in the amount of \$65,312.50 for Maple Street construction project. Roll call vote: Yes-Miller, Anderson, Bindl, Bartlett, Blood, Wiederholt and Hackl. No-none. Motion carried.
- c. **Contract #3-Municipal Well & Pump Pay Application #1:** Engineer Bart Nies explained that construction has not started on the well as the Certificate of Authority from the PSC has not been received. The pay request is for materials and can be paid after Administrator Johnson is notified on allocation. Motion Anderson, second Bartlett to accept pay request #1 from Municipal Well and Pump for materials for the well house #4 project in the amount of \$22,252.80. Roll call vote: Yes-Wiederholt, Blood, Bartlett, Bindl, Anderson, Miller and Hackl. No-none. Motion carried.
- d. **WDNR Safe Drinking Water Loan Program (SDWLP) Authorized Representative Resolution #20-01:** Motion Miller, second Anderson to adopt Resolution #20-01, authorizing the Village President as Representative for the Save Drinking Water Loan Program (SDWLP). Motion carried.
- e. **WDNR Safe Drinking Water Loan Program (SDWLP) Reimbursement Resolution #20-02:** Motion Blood, second Bartlett to adopt Resolution #20-02, Reimbursement Resolution for SDWLP. Motion carried.
- f. **Water System Asset Management Plan:** Engineer Bart Nies explained that the Water System Asset Management Plan is an inventory of the water system. By completing this Plan, the

Village receives additional points on the SDWLP application. **Motion** Anderson, second Bartlett to accept the Water System Asset Plan (inventory of water system). **Motion carried.**

- g. *Application for simplified water rate increase:*** Engineer Bart Nies explained the process for the simplified water rate increase that the Village can apply for each year and he recommends that we do this. It is a short application process on the PSC website and Administrator Johnson can complete it. **Motion** Bartlett, second Anderson to authorize Administrator Johnson to complete the simplified water rate increase. **Motion carried.**
- h. *Ownership of parking lot between Bender Foods & Vicki's Cozy Café-closed session 19.85(1)(e):*** discuss in closed session.
- i. *Opening of swimming pool:*** Pool Director Cheryl Miller was present. She has contacted various pools to obtain their information on opening. Johnson had information from the Health Department and guidelines from Cassville as well as a waiver. Johnson also explained recreational immunity as it applies to municipalities. Attorney Wood recommends using guidelines, forms and signage that other pools have used, especially his other clients. **Motion** Wiederholt, second Anderson to open the pool on June 20<sup>th</sup> with specific guidelines that will be determined during a Special Meeting on Wednesday, June 17<sup>th</sup>. **Motion carried.**
- j. *Update on recreational facilities:*** No new updates from Wardell. Johnson asked about cleaning the park restrooms/bathhouse twice a day as that is what was approved, but is not the case. It was the consensus that they should be cleaned twice a day.
- k. *Reopening of municipal buildings:*** **Motion** Blood, second Wiederholt to reopen municipal buildings. **Motion carried.**
- l. *Boat launch/landing fees: water crafts(boat, canoe, kayak, hovercraft), event fees, commercial fees, Lower Wisconsin Riverway, process for obtaining permits:*** In 2019 the Board set a seasonal fee of \$30 and a daily fee of \$5 for use of the boat landing, but it was not discussed on who should pay. Chief Schramm had examples from Boscobel and other communities on their fee structure. **Motion** Anderson second Bartlett to set the following fee structure for all water crafts using the boat landing, excluding activities of the Lower Wisconsin State Riverway Board: weekly-\$5, seasonal-\$30, group of five or more-\$20, and commercial vendor-\$75 per year plus \$2 for each launch/retrieval. Passes can be obtained at the boat landing, Village Hall, Police Department or Muscoda Mini Mart. Rates will take effect on July 1, 2020 and violators will be issued a parking ticket. **Motion carried.**
- m. *Police Department service window:*** Chief Schramm asked about a service window for the Police Department Office. He was instructed to get estimates.
- n. *Village issued cell phones:*** President Hackl explained that Administrator Johnson uses her personal cell phone for Village business. **Motion** Anderson, second Blood to issue the Administrator a cell phone. **Motion carried.**
- o. *Layout of cremation area and monuments:*** Need to schedule a meeting with Goodwiler's to discuss land use.
- p. *Annual replacement of three hydrants:*** Two quotes were received for annual hydrant replacement. The Village provides the materials. J.I. Construction \$1,500 per hydrant and Nick Ewers \$2,800 per hydrant. **Motion** Wiederholt, second Miller to contract with J.I. Construction to install three hydrants at \$1,500 each. **Motion carried.**
- q. *Annual Resolution for Sanitary Sewer system (CMAR):*** The annual report has been completed by Wanek and Johnson. All areas received an "A" except the financial section that received an "F" as expenses exceed revenues. **Motion** Anderson, second Bartlett to accept the Compliance Maintenance Annual Report and submit same to DNR. **Motion carried.**
- r. *Forgiveness of sewer charges for water that did not enter into the sanitary sewer system:*** Scot Industries has submitted a request for forgiveness of sanitary sewer charges on 309,700 gallons of water that was used in production and did not enter the sewer system. Scot normally uses their private well for production, but there was an issue and they had to use the public water system. **Motion** Wiederholt, second Bartlett to forgive sanitary sewer charges on

309,700 gallons of water used by Scot Industries for production as the water did not enter the sewer system. **Motion carried.**

- s. **Seasonal campsite applications:** All pertinent information has been received from Herrling, Peterson, and Harris for seasonal sites. If approved, only one site remains vacant. **Motion** Anderson, second Miller to approve the seasonal site applications from Herrling, Peterson and Harris. **Motion carried.**
- t. **Contract with Town & Country Sanitation on “one pass” totor garbage and recycling collection:** Johnson reported that she worked with Town and Country Sanitation on a proposed new contract. The proposed cost for “one pass” pick up would be \$13.52 per month per location for three years and the next five years a possible increase not to exceed 3.5% per year. If approved, the new system would start on July 2<sup>nd</sup>. **Motion** Bartlett, second Wiederholt to accept the eight year contract with Town and Country Sanitation for “one pass” totor system to start July 2, 2020. Cost for three years will be \$13.52 per month per residential home with an increase not to exceed 3.5% per year for the remaining five years. **Motion carried.**
- u. **2020 Budget Amendments:** none at this time.

**LIBRARY BOARD REPORT:** Hackl reported that the Library is still closed to the public, curbside pickup for items ordered, and a patron can reserve a computer by calling in advance, can use one hour in the front entry area.

**CHAMBER OF COMMERCE REPORT:** The next scheduled meeting is July 16, 2020 at the Chamber Shelter.

**GRANT COUNTY ECONOMIC DEVELOPMENT REPORT:** No meeting.

**GRANT COUNTY TOURISM COUNCIL REPORT:** No meeting.

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

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

**SUPERINTENDENT REPORT:** Wardell submitted his monthly report. Wardell asked if the Board would be interested in purchasing “dog feces” containers with bags to be located at the Riverside Park. **Motion** Bartlett, second Anderson to approve the Superintendent Report and purchase “dog feces” containers with bags for the park area. **Motion carried.**

**ADMINISTRATOR CLERK-TREASURER REPORT:** Johnson submitted her monthly report. Seasonal campers have asked if they could stay longer than October 15<sup>th</sup> knowing they will not have water/sewer use; and have asked if UPS or FedEx packages could be delivered to the Village Office for them to pick up. **Motion** Anderson, second Bartlett to accept the report, to allow seasonal campers to stay until the park closes on November 30<sup>th</sup>, and allow packages to be delivered to the Village Office as long as they are picked up during regular office hours. **Motion carried.**

**ACTION ON LICENSES: renewal of Class A combination, renewal of Class B combination, cigarette, operators, approval of agents, and original application for beer and wine for Vicki’s Cozy Café.** **Motion** Anderson, second Blood to accept the applications and grant licenses for the July 1, 2020 through June 30, 2021 year for renewal Class A Combination, renewal Class B

Combination, renewal Cigarette, and operator licenses – full list is on file in the Clerk’s Office; temporary Class B license for the American Legion Post 85, and grant the original beer and wine license to Vicki’s Cozy Café. **Motion carried.**

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

**UPDATE ON REVOLVING LOAN FUND PAYMENTS and REVOLVING LOAN APPLICATION #20-02-closed session Wis. SS 19.85(1)(f).**

**Motion** Anderson, second Miller to adjourn into closed session to receive update on Revolving Loan payments, discussion and action on Revolving Loan Application #20-02 pursuant to Wis. SS 19.85(1)(f), and discussion on land between Bender Foods & Vicki’s Cozy Café pursuant to Wis. SS 19.85(1)(e). **Roll call vote:** Yes-Anderson, Bartlett, Bindl, Blood, Miller, Wiederholt and Hackl. No-none. **Motion carried.**

Chief Schramm left at this time.

**Discussion on land between Bender Foods and Vicki’s Cozy Café:** Engineer Bart Nies explained the maps and who owns what property in Block 134. The Village owns all the land around Benders store, about half of the parking lot north of Benders and a strip of land (driveway) going north to Walnut Street for delivery trucks to Benders. An issue exists when delivery trucks park on the Village property, but block the two entrances to Vicki’s. Hackl and Wardell will meet with Benders and Vicki’s with the following proposal:

**Update on Revolving Loan payments:** Johnson reported that a payment was made by however they remain sixty (60) days delinquent.

**Discussion on Revolving Loan application #20-02:**

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

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

*Cinda Johnson*  
Cinda Johnson, Village Administrator