

## REGULAR MEETING – October 13, 2020

President Hackl called the meeting of the Muscoda Village Board to order at 6:30pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Bartlett, Blood (arrived at 6:55), Miller and Wiederholt. 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 Wiederholt to accept the Regular and Special minutes as presented. **Motion carried.**

### PUBLIC HEARING ON SEWER RATE STRUCTURE FOR THE NEXT FIVE YEARS:

**Motion** Bartlett, second Anderson to open the public hearing. **Motion carried.** No citizens were present. Johnson explained the fee structure as discussed at the September Village Board meeting. The proposed fees were published in the Muscoda Progressive and placed on Muscoda's Facebook page. **Motion** Bartlett, second Anderson to close the public hearing. **Motion carried.**

**ACTION ON PROPOSED INCREASE TO SEWER RATES:** **Motion** Anderson, second Bartlett to approve the five year sewer rate increase as presented with an implementation date with the January, 2021 sewer use billed in February. **Roll call vote:** Yes-Wiederholt, Bartlett, Anderson, Miller, and Hackl. **No-none. Motion carried.** A copy of the five year fee structure is on file at the Clerk's office.

### DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

- a. **Contract #1-Badger Environmental & Earthworks Pay Application #5 and change order #1:** Delta 3 Engineer Mark Digman was present to explain the pay applications, change order and time extension request. Since Contract #1 is completed, the warranty period will end on September 30, 2021. **Motion** Anderson, second Bartlett to approve pay request #5 from Badger Environmental-Contract #1 (utilities and street work) in the amount of \$70,004.65 for Maple Street project. **Roll call vote:** Yes-Miller, Anderson, Bartlett, Wiederholt and Hackl. **No-none. Motion carried.** Payment will be made once funds are received from CDBG. **Motion** Anderson, second Miller to approve change order #1 from Badger Environmental & Earthworks for \$18,668.40 due to sewer main replacement that was not on the design plans and to true up material quantities. **Roll call vote:** Yes-Wiederholt, Bartlett, Anderson, Miller, and Hackl. **No-none. Motion carried.**
- b. **Contract #3-Badger Environmental & Earthworks Pay Application #2:** **Motion** Wiederholt, second Bartlett to approve pay request #2 from Badger Environmental & Earthworks-Contract #3 (well house construction) in the amount of \$96,188. **Roll call vote:** Yes-Wiederholt, Bartlett, Anderson, Miller and Hackl. **No-none. Motion carried.** Payment will be made once funds are received from CDBG.
- c. **Contract #3 Badger Environmental time extension request:** A request has been received from the contractor to extend the contract to November 26, 2020 to allow for time to get the roofing material that will match the Library roof. **Motion** Bartlett, second Anderson to approve the time extension to November 10, 2020, which is the next regular Board meeting. **Roll call vote:** Yes-Wiederholt, Bartlett, Anderson, Miller, and Hackl. **NO- none. Motion carried.**

- d. **Contract #2-Municipal Well & Pump Pay Application #4: Motion** Anderson, second Miller to approve pay request #4 from Municipal Well & Pump-Contract #2 (well house construction) in the amount of \$32,944. **Roll call vote: Yes-Wiederholt, Blood, Bartlett, Anderson, Miller and Hackl. No-none. Motion carried.**
- e. **DNR Safe Drinking Water Program funding approval for Well #4:** Digman explained that the Village has been awarded up to \$348,186 from the DNR Safe Drinking Water principal forgiveness loan. If the Village accepts these funds, we are then required to borrow the balance of the project costs from the DNR at a low interest rate. The one drawback is, the DNR will review the revenues of the water department and may require a water rate increase. **Motion** Miller, second Anderson to accept the DNR Safe Drinking Water Program grant in an amount not to exceed \$348,186. **Roll call vote: Yes-Wiederholt, Blood, Bartlett, Anderson, Miller, and Hackl. No-none. Motion carried.**
- f. **Private well permit application for 430 W Beech St:** Safe water samples have been received from 430 W Beech Street and a cross connection inspection has been completed by the Village. **Motion** Miller, second Anderson to approve the private well permit for 430 W Beech Street. **Motion carried.**
- g. **Keeping of chickens application:** none
- h. **Riverside Park Seasonal Site Application:** An application and all pertinent information have been received for site #39 for the 2021 season. Johnson reported that all sites are full for 2021 and we now have a waiting list. **Motion** Anderson, second Blood to approve the application for site #39. **Motion carried.**
- i. **Appointment of Election Workers:** Johnson report that due to Covid cases, she has a list of people who would be interested in working should we need them. **Motion** Wiederholt, second Anderson to appoint Amanda Kinyon, Dave Speigle, Faith Tisdale, and Dave Rynearson as Election Workers. **Motion carried.**
- j. **Inclusion in State accident, vision, and dental coverage:** Johnson explained the three supplemental programs that the State is now offering to Local Governments at no cost to the Village. **Motion** Bartlett, second Anderson to approve the Village of Muscoda to opt-in to the State accident, vision, and dental supplemental plans with 100% of the premiums paid by employees. **Motion carried.**
- k. **Closing Village Hall to Public:** The Board decided to leave the building open to the public and will discuss closing if the Covid-19 pandemic becomes worse in our area.

**LIBRARY BOARD REPORT:** none

**CHAMBER OF COMMERCE REPORT:** No meeting.

**MUSCODA JOINT FIRE DISTRICT REPORT AND ACTION ON 2021 PROPOSED BUDGET:** **Motion** Miller, second Anderson to approve the proposed 2021 Muscoda Joint Fire District budget. **Roll call vote: Yes-Bartlett, Blood, Anderson, and Miller. No-none. Abstained-Wiederholt and Hackl Motion carried.**

**GRANT COUNTY ECONOMIC DEVELOPMENT REPORT:** Virtual zoom meeting – no one participated.

**GRANT COUNTY TOURISM COUNCIL REPORT:** Virtual zoom meeting – no one participated.

**REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS & ACTION ON ATTENDANCE AT VARIOUS MEETINGS:** No meetings.

**POLICE REPORT:** Chief Schramm submitted his monthly report. **Motion** Blood, second Bartlett to approve the Police report. **Motion carried.**

**SUPERINTENDENT REPORT:** Wardell submitted his monthly report; once the annual jetting of the sanitary sewer is complete, which should be this week, leaf pickup will start, replaced both pumps at lift #4. **Motion** Bartlett, second Anderson to approve the Superintendent Report. **Motion carried.**

**ADMINISTRATOR CLERK-TREASURER REPORT and set dates for budget meetings:** Johnson submitted her monthly report. **Motion** Blood, second Miller to accept the report. **Motion carried.**

**ACTION ON LICENSES:** none

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

**WORK ON 2021 BUDGET WORKSEETS:**

Johnson distributed budget worksheets for; General Fund, Electric, Water and Sewer Departments and asked members if they had any projects that costs need to be obtained for. Wardell will check on “splash pad” costs and City of Boscobel will be contacted regarding their new phone system. A Special Meeting was set for Tuesday, October 20<sup>th</sup> at 6:30pm.

**DISCUSSION AND ACTION ON 2021 EMPLOYEE BENEFITS-HEALTH, DENTAL, AND LIFE INSURANCE AND RETIREMENT:**

The Board decided to discuss this in closed session along with wages.

**CLOSED SESSION MATTERS:**

- Revolving Loan fund payment updates, Revolving Loan application #20-02, #20-03, and #20-04: Wis. SS 19.85(1)(f)
- Negotiating the purchase of property for future development: Wis. SS 19.85(1)(e)
- Review general employee evaluations, conduct evaluations of supervisors, and discussion/action on 2021 employee wages: Wis. SS 19.85(1)(c)

**Motion** Anderson, second Miller to adjourn into closed session for discussion and action on Revolving Loan applications #20-02, #20-03, and #20-04, update on Revolving Loan payments pursuant to SS 19.85(1)(f), negotiating the purchase of property for future development pursuant to SS 19.85(1)(e), review employee evaluations, conduct supervisor evaluations and discussion/action on 2021 employee wages pursuant to SS 19.85(1)(c). **Roll call vote:** Yes-Anderson, Bartlett, Blood, Miller, Wiederholt and Hackl. **No**-none. **Motion carried.**

*Update on Revolving Loan payments:*

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

*Discussion on Revolving Loan application #20-03:*

*Discussion on Revolving Loan application #20-04:*

*Negotiating the purchase of property for future development:*

Schramm, Wardell and Johnson left at this time.

Board worked on 2021 wages and benefits.

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

**Motion** Anderson, second Wiederholt that life insurance premiums will remain the same-Village pays 80%, employee pays 20% for 2021. **Roll call vote:** Yes-Anderson, Bartlett, Blood, Miller, Wiederholt and Hackl. **No**-none. **Motion carried.**

**Motion** Bartlett, second Blood that dental insurance premiums will remain the same-Village pays 50%, employee pays 50% for 2021. **Roll call vote:** Yes-Anderson, Bartlett, Blood, Miller, Wiederholt and Hackl. **No**-none. **Motion carried.**

**Motion** Miller, second Blood that the Village will pay 80% of the Dean health insurance premium, employee pays 20% for 2021. **Roll call vote:** Yes-Anderson, Bartlett, Blood, Miller, Wiederholt and Hackl. **No**-none. **Motion carried.**

**Motion** Bartlett, second Miller to set 2021 wages as: the twelve full-time employees, Cheryl Miller, and the part-time Police Officers receive a .50 cent per hour increase; William Phetteplace receive .50 per hour increase for extra hours worked and \$300 per mowing of the cemetery, and Kim Schroeder to receive \$425 per month from May through September and \$325 for October through April. **Roll call vote:** Yes-Anderson, Bartlett, Blood, Miller, Wiederholt and Hackl. **No**-none. **Motion carried.**

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

*Cinda Johnson*

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Cinda Johnson, Village Administrator