

## **SPECIAL MEETING – October 20, 2020**

President Hackl called the Special meeting of the Muscoda Village Board to order at 6:30pm in the Council Chamber of the Kratochwill Memorial Building. The following members were present: Anderson, Bartlett, Blood, Miller and Wiederholt. Also present: Faga and Schramm.

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

### **PLEDGE OF ALLEGIANCE.**

### **DISCUSSION AND ACTION ON CLOSING KRATOCHWILL BUILDING AND/OR CLERK'S OFFICE TO PUBLIC:**

Hackl stated that with the rise in Covid-19 cases she had concerns for the staff and visitors. Miller suggested posting on the door that masks are required to enter and post on the Clerk's door that the office is closed to the public. **Motion** Bartlett, second Anderson to leave the Kratochwill building open to the public and to close the Clerk's office to the public until Covid-19 cases start declining. **Motion carried.**

### **DISCUSSION AND ACTION ON PASS-THROUGH/SERVICE CUSTOMER WINDOW FOR CLERK'S OFFICE:**

Hackl reported that the Clerk's have asked to transform the interior window into a service window. After discussion Bartlett suggested contacting the Honey-Do Handyman for a quote. **Motion** Bartlett, second Blood to get a quote on transforming the interior window into a service window. **Motion carried.**

**WORK ON 2021 BUDGET:** An updated draft copy of the 2021 budget for all funds was handed out. There was discussion on the phone system in the Kratochwill Building which was installed in the 1990's. Hackl instructed Faga to get two quotes for a new phone system. The next Special meeting will be held November 4, 2020 at 6:30pm.

**DISCUSSION AND ACTION OF PURCHASING A VILLAGE LAPTOP:** Hackl explained that an employee may have to be on an extended leave and is willing to work from home; she also explained the need for a Village owned laptop versus an employee using their personal computer. WPPI will install the necessary programs for both the Utility and Village. Nankee obtained a quote from My Pc in Boscobel for \$1,018.90, with a 17" screen. **Motion** Miller, second Bartlett to purchase a laptop from My PC at \$1,018.90. **Motion carried.**

### **CLOSED SESSION MATTERS: (discussion and possible action on the following)**

- Employees working from home- Wis. SS 19.85(1)(c)
- Conduct evaluations of supervisors: Wis. SS 19.85(1)(c)
- Negotiating the purchase of property for future development-Wis. SS 19.85(1)(e)

**Motion** Bartlett, second Wiederholt, to adjourn into closed session for the following: Employee working from home and conduct evaluation of supervisor pursuant to Wis. SS 19.85(1)(c), and negotiating purchase of property for future development pursuant to Wis. SS 19.85(1)(e): **Roll call vote: Yes**-Anderson, Bartlett, Blood, Miller, Wiederholt and Hackl. **No**-none. **Motion carried.**

*Employee working from home:*

*Negotiating the purchase of property for future development:*

Faga left at this time.

*Conduct evaluation of supervisor:* The Board conducted Chief Schramm's evaluation.

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

**Motion** Anderson, second Bartlett to allow Nankee to work from home if needed and will re-visit at three months. **Motion carried.**

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

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**Laura Faga, Deputy Clerk-Treasurer**