

REGULAR MEETING – November 10, 2020

President Hackl called the meeting of the Muscoda Village Board to order at 7:00pm 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 Johnson.

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

PLEDGE OF ALLEGIANCE.

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

APPEARANCE-Riverdale School District Administrator Jon Schmidt-update on school activities and discussion on animal science building: Mr. Schmidt gave the Board an update on school happenings which included dealing with Covid, budget and fund balances and how they were acquired, and an anticipated referendum during the April 2021 election. Mr. Schmidt also addressed possible construction of an animal science building that would house small “farm” animals and if this is not feasible within the Village, they may look at the School Farm. Village Attorney Wood addressed the animal science building and his opinion is that this would be a violation of the zoning code and recommends the Board to not spot zone.

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

- a. **Contract #2-Municipal Well & Pump Pay Application #5:** Delta 3 Engineer Bart Nies was present to explain the pay application, All items of the contract are complete, except for another safe water sample. Motion Anderson, second Bartlett to approve pay application #5 from Municipal Well Pump in the amount of \$10,591.20 with a retainer of \$3,000. Roll call vote: Yes-Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. No-none. Motion carried. Payment will be made once funds are received from CDBG.
- b. **Contract #3-Badger Environmental & Earthworks Pay Application #3:** Engineer Nies explained Pay App #3 for Badger Environmental and that there remains a punch list of items to complete along with installation of the natural gas line. In October, the Board gave the contractor extra time for installation of the roof and as of today, that is not complete. The Pay App is for \$227,491 with a \$25,000 retainer. Motion Bartlett, second Wiederholt to postpone Pay App 3 to Badger Environmental-Contract #3 until punch items are completed and the roof is installed. Roll call vote: Yes-Wiederholt, Blood, Bartlett, Anderson and Hackl. No-Miller. Motion carried.
- c. **Contract #3 Badger Environmental time extension request:** discussion was held during above agenda item.
- d. **Amendment to Grant Administration Services Contract:** Delta 3 Engineering submitted an updated Contract to include work that needs to be completed for the DNR Safe Drinking Loan grant. Motion Anderson, second Miller to approve the amendment to the Grant Administration Services Contract for a total \$30,000 Motion carried.
- e. **Proceed with Santa Day or cancel:** Motion Wiederholt, second Blood to approve up to \$500 for Santa Day expenses contingent on the Library holding the Santa Day event. Motion carried.
- f. **Proposed budget, levy limit, budget restraint funding:** Administrator Johnson reviewed the proposed budget and explained the Village’s Levy limit for 2020 and budget restraint funding.

Since the Village increased the General Fund budget more than the allowable amount the Village will not receive restraint funding for 2021, which amounts to \$33,000-\$35,000. The Board will hold a Special Meeting on December 1st at 6:30 to discuss the levy and restraint funding.

- g. Contract with Johnson Block for auditing services:** Motion Bartlett, second Miller to approve a three year contract with Johnson Block for auditing services. **Roll call vote: Yes-** Wiederholt, Bartlett, Blood, Anderson, Miller and Hackl. **No-**none. **Motion carried.**
- h. Installing service window in Village Office:** Motion Bartlett, second Blood to approve up to \$800 for installation of a service window in the Village Office; these funds could be refunded by the CARES grant program. **Roll call vote: Yes-**Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No-**none. **Motion carried.**
- i. Headsets for new phone system:** Johnson explained the hands free headsets that are compatible with the new phone system from Strang. They would be convenient to use for various reasons plus they would be more sanitary to use during this pandemic or any future health outbreaks; this expense could be funded by the CARES Routes to Recovery program. **Motion** Miller, second Blood to approve three headsets at \$430 each for the Clerk's Office phone system. **Roll call vote: Yes-**Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No-**none. **Motion carried.**

LIBRARY BOARD REPORT: none

CHAMBER OF COMMERCE REPORT: No meeting.

MUSCODA JOINT FIRE DISTRICT REPORT AND ACTION ON 2021 PROPOSED BUDGET:

All jurisdictions of the Fire District have approved the proposed budget.

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 and announced that he is working on a Covid safety grant from the DOJ. If awarded, the Police Department could receive up to \$10,000. **Motion** Bartlett, second Anderson to approve the Police report. **Motion carried.**

SUPERINTENDENT REPORT: Wardell submitted his monthly report. Splash pad costs-\$50,000 for Lone Rock and \$120,000 for Mazomainie. Christmas decorations will be put up the first week of December. Wardell announced that he had a phone call with Engineer Dave Krause and he has not submitted the Certificate of Authority (CA) for the substation expansion. This was a surprise to all and Wardell was instructed to maintain close contact with Krause so the CA gets submitted. As a reminder, it takes the PSC approximately 90 days to review a CA putting construction early spring of 2021. **Motion** Anderson, second Bartlett to approve the Superintendent Report. **Motion carried.**

ADMINISTRATOR CLERK-TREASURER REPORT: Johnson submitted her monthly report. There was total of 597 voters for the November 3rd Election. We issued 253 absentee

ballots and registered 76 new voters. The Village has been selected to complete a Wisconsin Election Commission Audit of our voting equipment and that needs to be completed prior to November 25th, but the process cannot start until the time has expired for a recount request. The Town of Muscodia contacted Johnson regarding the Routes to Recovery Program as they will not be using it and the funds can be transferred to another municipality. Johnson assisted the Town in transferring their funds to the Village. The Village now has \$32,905 for anticipated reimbursement that will be used by the Village, Fire Department and Rescue Squad. Johnson announced the various thank you cards that have been received. **Motion** Bartlett, second Anderson to accept the report. **Motion carried.**

ACTION ON LICENSES: **Motion** Anderson, second Blood to accept the applications and approve an Original Class A License and a Cigarette License for Toor Enterprises One Stop LLC, Agent Sahibpreet Singh Toor, and a operator licenses for Harbreet Singh Toor, and Sahibpreet Singh Toor. **Motion Carried.**

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

CLOSED SESSION MATTERS:

- Revolving Loan fund payment updates Wis. SS 19.85(1)(f)
- Discussion and action on Revolving Loan application #20-04: Wis. SS 19.85(1)(f)
- Negotiating the purchase of property for future development: Wis. SS 19.85(1)(e)
- Use of vacation by Administrator Wis. SS 19.85(1)(c)
- Police employee performance: Wis. SS 19.85(1)(c)

Motion Blood, second Wiederholt to adjourn into closed session for discussion and action on Revolving Loan applications #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), use of vacation by Administrator and Police employee performance pursuant to SS 19.85(1)(c). **Roll call vote:** Yes-Anderson, Bartlett, Blood, Miller, Wiederholt and Hackl. **No-**none. **Motion carried.**

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

ACTION, IF ANY, AND IF REQUIRED BY LAW TO BE TAKEN IN OPEN SESSION ON CLOSED SESSION MATTER:

Motion Wiederholt, second Bartlett to allow the Administrator to carry over unused 2020 vacation time until the end of February, 2021. **Motion Carried.**

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



Cinda Johnson, Village Administrator