

## **REGULAR MEETING – December 8, 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, Miller and Wiederholt. Also present: Schramm, Wardell, and Johnson.

### **PROOF OF PUBLICATION:**

**Motion** Anderson, second Bartlett to accept the Proof of Publication. **Motion carried.**

### **PLEDGE OF ALLEGIANCE.**

### **APPROVAL OF MINUTES:**

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

### **PUBLIC HEARING ON THE 2021 BUDGETS:**

**Motion** Bartlett, second Miller to open the public hearing on the 2021 budgets. **Motion carried.** Johnson reviewed the proposed budgets and the levy. The budgets were made available at the Village Office, on the website and published in the Muscoda Progressive on November 19, 2020. As instructed by the Village Board after the Special Meeting on December 1<sup>st</sup>, the millrate was figured on a levy of \$833,632 which is the same as current year. There were no comments from the public.

### **CLOSE PUBLIC HEARING:**

**Motion** Anderson, second Wiederholt to close the public hearing on the 2021 budgets. **Motion carried.**

### **ACTION ON ADOPTION OF 2021 BUDGETS-GENERAL FUND, CAPITAL IMPROVEMENTS, DEBT SERVICE, ELECTRIC FUND, WATER FUND, SEWER FUND, AND CEMETERY FUND:**

**Motion** Anderson, second Bartlett to adopt the 2021 budgets as presented for the General Fund, Capital Improvements, Debt Service, Electric Fund, Water Fund, Sewer Fund, and Cemetery Fund. **Roll call vote:** Yes-Wiederholt, Blood, Bartlett, Anderson, Miller, and Hackl. **No**-none. **Motion carried.**

### **ACTION ON RESOLUTION ESTABLISHING A TAX LEVY:**

**Motion** Anderson, second Bartlett to leave the tax levy the same as 2020, or \$833,632, which results in the Village share of the Grant County mill rate of \$10.43 per thousand with an overall mill rate for Grant County of \$24.15 per thousand; and the Village share of the Iowa County mill rate of \$10.57 per thousand with an overall mill rate for Iowa County of \$28.38 per thousand. **Roll call vote:** Yes-Wiederholt, Blood, Bartlett, Anderson, Miller, and Hackl. **No**-none. **Motion carried.**

### **DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:**

Engineer Nies was not present at this time. Agenda items a, b, and c will be discussed later.

*d. 2021 Skid Steer Lease:* **Motion** Anderson, second Miller to approve the 2021 Skid Steer Lease with Simpson's Tractors for \$5,500. **Roll call vote:** Yes-Miller, Anderson, Bartlett, Blood, Wiederholt, and Hackl. **No**-none. **Motion carried.**

- e. **2021 Fuel Purchase Bids:** Bids were received from Muscoda Mini Mart with eleven (11) cents off the pump price for gasoline and diesel and will file the paperwork to recover the Federal Excise Tax, and the Muscoda Shell One Stop with five (5) cents off the pump price and will not file the paperwork to recover the Federal Excise Tax. **Motion** Miller, second Blood to accept the bid for 2021 fuel purchases from the Muscoda Mini Mart at eleven (11) cents off the pump price and they will file the necessary paperwork to recover Federal Excise Tax. **Roll call vote:** Yes-Wiederholt, Blood, Bartlett, Anderson, Miller, and Hackl. **No**-none. **Motion carried.**
- f. **2021 Authorized Pay Rates:** **Motion** Anderson, second Bartlett to approve the 2021 authorized pay rates as presented. **Roll call vote:** Yes-Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No**-none. **Motion carried.**
- g. **MEUW Yearly Report:** **Motion** Bartlett, second Anderson to approve the MEUW yearly report submitted by MEUW Safety Coordinator Steven Eller. **Motion carried.**
- h. **Annual Employee Appreciation gift:** **Motion** Wiederholt, second Blood to approve the annual \$50 gift certificate to full-time employees at a Muscoda business of their choice. **Roll call vote:** Yes-Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No**-none. **Motion carried.**
- i. **Review of Employee Emergency Call Policy:** **Motion** Miller, second Anderson to keep the same policy in 2021 that the Village will provide employees 30 hours of paid leave to use for EMS or Fire calls; to be reviewed annually. **Motion carried.**
- j. **Additional light switch in Library:** Wardell and Trustee Anderson explained that the Library is requesting an additional outlet on the east side of the building by the window and to change two electric switches to light scones. There is an outside outlet that power can be obtained from for the additional switch. The Library will provide the new sconces. Another request was for “floor plugs, power only” but neither Wardell or Anderson know what this item is. Electric Designs submitted a quote of \$500 for the new outlet and wiring two scones. The Board decided to postpone this item until more information is received on the floor plugs.

#### **LIBRARY BOARD REPORT:**

The Library will not host Santa Day this year, but individuals can call the Library, let them know the age of the child, a book will be selected and then arrange for pickup along with a bag of goodies. President Hackl announced that the Fire Department will be holding a “drive by” Santa activity with a date to be established, however, they have no funding for this activity. Since the Village allocates \$500 for Santa, the Board agreed that if the Fire Department needed funds, the Village could contribute.

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

**MUSCODA JOINT FIRE DISTRICT REPORT:** Next meeting is December 17, 2020.

**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. Johnson announced that the WPPI Board of Directors meeting is scheduled by zoom on Thursday, December 17<sup>th</sup>. Hackl said that she and Wardell are planning on participating.

### **POLICE REPORT:**

Chief Schramm submitted his monthly report, a report of weekly boat launch passes which showed location of launch user and announced that 23 seasonal passes were sold, a new part-time Officer was hired, and calls are down but cases are more severe. **Motion** Bartlett, second Anderson to approve the Police report. **Motion carried.**

### **SUPERINTENDENT REPORT:**

Wardell submitted his monthly report and added the generator at new well house was started up last Friday, the manufacturer has a maintenance plan which Wardell will check into; also asked for a blade to go on Skid Steer which the Village would own. **Motion** Miller, second Wiederholt to approve the Superintendent Report and to get a quote for Skid Steer blade by January meeting. **Motion carried.**

### **ADMINISTRATOR CLERK-TREASURER REPORT:**

Johnson submitted her monthly report. The Routes to Recovery paperwork for Covid related expenses for the Village, Fire Department and EMS has been submitted and we are over reimbursement amount by \$3,185.45. Johnson explained the Wisconsin Election Commission Audit on our voting equipment; ballots were hand counted and the results were exactly the same as the equipment totals. All paperwork for the audit has been completed and submitted to the Election Commission. Johnson reported that the employees are having issues relating to receiving calls on their Village issued work cell phones. The phones are an older model and the Village may need to upgrade to smart phones. Johnson and Wardell were instructed to work on upgrades to cell phones. **Motion** Anderson, second Blood to accept the report. **Motion carried.**

**ACTION ON LICENSES:** none.

### **PAYMENT OF INVOICES:**

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

In the absence of Engineer Nies, Johnson explained the pay requests and Wardell updated the Board on the project:

- a. Contract #2-Municipal Well & Pump Pay Application #6 and change order #1:** The final pay application of installation of well #4 was included in packets. **Motion** Wiederholt, second Bartlett to approve the final pay application #6 from Municipal Well Pump in the amount 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. Johnson explained that change order #1 relates to a change in contract times only to be in compliance with the DNR Safe Drinking Water Grant. Original substantial completion was October 16, 2020 with a final completion date of November 6, 2020, if approved those dates would be: substantial completion date of December 2, 2020 and final completion date of December 8, 2020. **Motion** Anderson, second Miller to approve Change Order #1 as it relates to substantial and final completion dates for Municipal Well & Pump Contract #2. **Roll call vote:** Yes-Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No**-none. **Motion carried**
- b. Contract #3-Badger Environmental & Earthworks Pay Application #3:** The pay request is for \$227,491 and Wardell explained that most all of the punch list items are complete. A small area of the fascia/soffit needs to be completed along with some flashing. **Motion** Blood, second Wiederholt to approve pay application #3 to Badger Environmental-Contract #3 for \$227,491 with a retainer of \$7,736. **Roll call vote:** Yes-Wiederholt, Blood, 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:** The well house roof is substantially completed so this extension is not needed.

**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)

**Motion** Anderson, second Miller 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), and negotiating the purchase of property for future development pursuant to SS 19.85(1)(e). **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 #20-04:*

*Negotiating the purchase of property for future development:*

**RETURN TO AND RECONVENING IN OPEN SESSION: Motion** Anderson, second Miller 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:**

No action from close session matters.

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

*Cinda Johnson*

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Cinda Johnson, Village Administrator