

REGULAR MEETING – February 9, 2021

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: 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 Miller to accept the Regular and Special minutes as presented. **Motion carried.**

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

- a. ***How to proceed with the annual Morel Mushroom Festival:*** Some Board members are in favor of holding the 2021 festival, others are not due to Covid. The Board discussed several options, scaling down the activities, having it a one day event, hold everything outside. It was decided to post pone discussion until the February 23, 2021 Special Meeting.
- b. ***Municipal Well #4 Project – Quarles & Brady Bond Counsel Agreement:*** Johnson explained that bond counsel is required for the loan that the Village will be obtaining through the DNR Safe Drinking Water Loan Program. **Motion** Anderson, second Blood to approve \$6,500 for Bond Counsel Agreement. **Motion carried.**
- c. ***Additional electric outlet, change outlets to lights, and computer outlets in Library:*** The outlets in question were checked and determined to be up to code. The Board agreed that the Library can change the outlets if they want, the charges will not be taken out of the General Fund and the Library will need to find the contractor.
- d. ***Truck traffic on side streets:*** As discussed in January, trucks can travel on Village streets to get to their destination. The height of MediaCom and CenturyTel wires were discussed. It was decided at this time, not to pursue contacting them.
- e. ***Establishing policy/procedure relating to Covid exposure, time off, testing, etc.:*** Attorney Wood explained that the Family First Care Act that allowed employees eighty hours of leave for Covid or Covid related matters expired on December 31, 2020. He explained that the City of Boscobel is having their employees use sick time for Covid related matters and at year end will evaluate the sick time used and reimburse employees sick time. Wood also explained when to quarantine and for how long is determined by the Health Department and not the Village. If quarantined, the Health Department will issue a “release to work” letter. Working from home – since all employees cannot work from home, going forward, employees will not be compensated to work from home. **Motion** Bartlett, second Blood that effective January 1, 2021, employees will use sick time when off work on Covid or when instructed by the Health Department to quarantine. At the end of the year, time off will be evaluated with possible reimbursement of employees sick time. An employee is required to obtain a release to work from the Health Department. **Roll call vote: Yes-**Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No-**none. **Motion carried.**
- f. ***Review of quote for time/temperature sign at Village Hall:*** Johnson reported that a quote was received from BL Signs for a new time/temperature sign. Johnson or no Board member requested the quote therefore no action taken.
- g. ***Job descriptions for Administrator Clerk Treasurer, Deputy Clerk Treasurer, and Utility Clerk:*** Johnson distributed the Village’s current job descriptions/duties along with ones from

Boscobel, Spring Green and Cuba City. It was decided to work on job descriptions at the Special Meeting on February 23rd.

- h. Contract with Grant County ADRC for meal site:** **Motion** Miller, second Wiederholt to approve ADRC to use the meal site room at \$150 per month or \$1,800 annually. **Motion carried.**
- i. Farm lease for Village property on Old County P:** **Motion** Blood, second Wiederholt to approve the annual farm lease with Ronald Studnicka at \$667.20 for the 2021 season. **Motion carried.**

LIBRARY BOARD REPORT: No report.

CHAMBER OF COMMERCE REPORT: No meeting.

MUSCODA JOINT FIRE DISTRICT REPORT: No meeting.

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

POLICE REPORT:

Chief Schramm submitted his monthly report. Scheduled interviews for 6pm on Wednesday, March 10th. Johnson will prepare the Special meeting papers. **Motion** Miller, second Bartlett to approve the Police report. **Motion carried.**

SUPERINTENDENT REPORT:

Wardell submitted his monthly report. **Motion** Bartlett, second Miller to approve the Superintendent Report. **Motion carried.**

ADMINISTRATOR CLERK-TREASURER REPORT:

Johnson submitted her monthly report. **Motion** Blood, second Bartlett to accept the Administrator report. **Motion carried.**

ACTION ON LICENSES: none

PAYMENT OF INVOICES:

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

CLOSED SESSION MATTERS:

- Retirement of Deputy Clerk Treasurer, posting for position and compensation: Wis. SS 19.85(1)(c)
- Revolving Loan fund payment updates: Wis. SS 19.85(1)(f)
- Negotiating the purchase of property for future development: Wis. SS 19.85(1)(e)

Motion Bartlett, second Anderson to adjourn into closed session for discussion and action on retirement of Deputy Clerk Treasurer, posting position and compensation pursuant to Wis. SS 19.85(1)(c); discussion and action 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-Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No**-none. **Motion carried.**

Retirement of Deputy Clerk Treasurer, posting position, and compensation: The Board discussed the retirement and postponed discussion until Special Meeting on February 23, 2021.

Update on Revolving Loan payments: Johnson reported that KJ Cold Storage remains delinquent, but does make a payment the first part of each month.

Negotiating the purchase of property for future development: Johnson and Wardell had a conference call with ATC the last part of January: structures cannot be built within the 100' right of way, but they may consider a street. Plans need to be submitted before a final decision by ATC will be made.

RETURN TO AND RECONVENING IN OPEN SESSION: Motion Anderson, second Miller to reconvene into open session. **Roll call vote: Yes-**Blood, Bartlett, Anderson, 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:

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

Cinda Johnson

Cinda Johnson, Village Administrator