

REGULAR MEETING – April 13, 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: Schramm, Wardell and Johnson.

PROOF OF PUBLICATION:

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

PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES:

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

APPEARANCE: Dan Behrens-Transient Merchants (food trucks):

Dan Behrens, owner of Sportsmen's and Honkers was present to discuss food trucks, frequency of visits, permitting process, etc. The current food truck, Jose's Authentic Mexican applied for a transient merchant permit, was approved and obtained 20 one day permits. These permits are not restricted to days of the week or times and the food truck has been in town on Fridays, which is one of the busiest days for existing businesses. Behrens asked the Board to review the permitting process, restricting food trucks including location, days of week, operating times, etc. Other people in attendance also voiced concern with food trucks and having an ordinance to regulate them.

Also discussed American Legion Burger in the Park night, brat stands by Mini Mart and Benders and food trucks at Wilkinson Auction; these items will be discussed and how to handle each one of these.

Chief Schramm has obtained ordinances from four municipalities that regulate food trucks/stands. The City of Platteville just recently abolished their ordinance.

Motion Bartlett, second Anderson to suspend issuance of any transient merchant permits for sixty days until the food truck issue can be resolved.

Attorney Wood explained that he had instructed Clerk Johnson to issue the food truck a permit under the transient merchant ordinance, however after some research, Attorney Wood advised that food trucks do not qualify under the current transient merchant ordinance and Jose's Mexican Food Truck should be refunded his application fee and permits; total of \$200. Thus suspending the issuance of permits would not affect food trucks.

Bartlett and Anderson withdrew their motion and second.

It was decided to establish an Ad Hoc Committee to work on an ordinance regulating food trucks/stands. Individuals appointed to the Committee: Dan Behrens, Scott Sander (owner of Vicki's Cozy Café), Chief of Police Bill Schramm, Chamber President Jim Patch, Village President Dorothy Hackl and Jose will be invited for input.

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

- a. *Establishing dog park area:*** A citizen was present to ask the Board to consider a dog park in Muscoda and not just a path. She would like an area where she can let her dogs run. Chief Schramm will meet with her to view the DNR property which is outside the Village limits.
- b. *Grant Guidance Policies & Procedures:*** This document was prepared by Village Auditors as it is a requirement when funding is received for projects such as the well house project. **Motion** Miller, second Blood to accept the Uniform Grant Guidance Policies and Procedures effective January 1, 2021. **Motion Carried.**
- c. *Police Department Organization Structure and Responsibility:*** Chief Schramm explained that with the update in the policy manual, one question is who is in charge should the Chief not be available. **Motion** Wiederholt, second Miller that the Police Department Organization Structure and Responsibility will be the next senior Officer and then the Sheriff's Department should the Chief be unavailable. **Motion carried.**
- d. *Semi parking within the Village:*** Previously semi drivers could drop their tractor and trailer on Howard Street but since the sale of property on that street tractors and trailers are by homes. He has received a complaint about a generator running on a semi in the residential area. It was decided that Morel Lane could be used to park tractor, trailers, or other large equipment.
- e. *Budget Amendment-transfer funds for purchase of property on Old P:*** **Motion** Anderson, second Wiederholt to approve a Budget Amendment to move \$76,200 from fund balance to cover the expense of purchasing approximately 32 acres of land from Robert Schmidt for future development. **Roll call vote:** Yes: Wiederholt, Blood, Bartlett, Anderson, Miller and Hackl. **No:** none. **Resolution adopted.**
- f. *Cemetery cremation area-design and layout:*** Trustee Bartlett distributed information on the proposed cremation site. Proposal is for two 64 rectangular units at \$28,550 each and a 72 octagonal unit at \$37,300 (used for veterans); total of \$94,400 This does not include concrete work or crane to set the units. Archie monument will donate one marble bench. Each unit could be sold for \$1,500 with a charge of \$400 to open/closed and purchaser would also pay \$200 for engraving. **Motion** Wiederholt, second Anderson to continue with this project with the Cemetery Fund purchasing the unit fixtures and fund raise/donations for concrete and crane work. **Roll call vote:** Yes: Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No:** none. **Motion carried.**

LIBRARY BOARD REPORT: The Library is now open to the public.

CHAMBER OF COMMERCE REPORT: Discussed Morel Fest and Fall Opener.

FESTIVAL COMMITTEE REPORT:

Minutes from March 15th and March 29th minutes were included in packets. The next meeting is April 19th at 5pm. **Motion** Anderson, second Blood to approve the Festival Committee Report. **Motion carried.**

REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS & ACTION ON ATTENDANCE AT VARIOUS MEETINGS: Hackl participated in the March zone meeting of Grant County Economic Development and Muscoda is the host for the April 28th.

POLICE REPORT:

Chief Schramm submitted his monthly report. Officer Fleischauer is working on junk ordinance violations. Suggested moving Spring Clean up to mid/late April to aid in people getting their properties cleaned up. **Motion** Bartlett, second Miller to approve the Police report. **Motion carried.**

SUPERINTENDENT REPORT:

Wardell submitted his monthly report. The Eagle Scout is working on benches and has erected bat houses. Need to advertise for people to rent the space on the board at the park. **Motion** Anderson, second Wiederholt to approve the Superintendent Report and charge \$25 to rent an advertising space on the board at the park. **Motion carried.**

ADMINISTRATOR CLERK-TREASURER REPORT:

Johnson submitted her monthly report. Open Book is scheduled for April 21st by phone appointment only, 10am - noon; Board of Review is May 6th from 3-5p; Special Meeting is April 28th at 5pm to discuss CDBG for water tower; a meeting with SWRPC, Ron Brisbois, and Bart Nies on May 18th at 5pm; and need to set date to interview for Street Laborer, and Deputy Clerk-Treasurer positions. **Motion** Blood, second Wiederholt to accept the Administrator report. **Motion carried.**

ACTION ON LICENSES/PERMITS: Operators, Temporary Class B for Fire Department: **Motion** Miller, second Anderson to accept the applications and grant operator licenses to: Courtney O'Donnell, and Alexis Carley, temporary operator licenses to William Hinkle/steak feed, and Brent Stadele/chicken BBQ, and two temporary Class B licenses to the Fire Department for the May 15th steak feed and the September 12th chicken BBQ. **Motion carried.**

PAYMENT OF INVOICES:

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

CLOSED SESSION MATTERS:

- Review job applications and set interviews for: Deputy Clerk-Treasurer, Street Laborer, Lifeguards, and Cashiers: Wis. SS 19.85(1)(c)
- Future property: Wis. SS 19.85(1)(c)
- Revolving Loan fund payment updates: Wis. SS 19.85(1)(f)
- Confidential letter: Wis. SS 19.85(1)(g)

Motion Miller, second Anderson to adjourn into closed session to review job applications and set interviews for Deputy Clerk-Treasurer, Street Laborer, Lifeguards, and Cashiers pursuant to SS 19.85(1)(c); discuss future property pursuant to SS 19.85(1)(c); receive update on Revolving Loan payments pursuant to SS 19.85(1)(f); and discuss confidential letter pursuant to SS 19.85(1)(g). **Roll call vote: Yes-**Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No-**none. **Motion carried.**

Chief Schramm left at this time.

Purchase of Property: Lower Wisconsin State Riverway Board Executive Director Mark Cupp was present to encourage the Board to pursue an option to purchase the undeveloped shoreline area owned by the Dennis Brown family for recreational purposes. Cupp explained that the following organizations support exploring this possibility: Lower Wisconsin Riverway, Three Eagles Foundation, Cultural Landscape Legacies and six individuals. There may be funding available for such a purchase along the banks of the Wisconsin River. Mr. Cupp was thanked for his information. Johnson had information from Wilkinson Auction and reality that there is approximately 3 acres of land at \$150,000, however there is a street right of way located by this land. Johnson was instructed to find out how much land was for sale. The Board discussed the vacant property of Glen Kinch, just south of this land.

Johnson was asked to leave at this time.

The Board reviewed the confidential letter with Attorney Wood and Troy Wardell.

Review job applications: Street Laborer: The Board and Wardell reviewed the applications and selected three to interview.

Johnson returned to closed session.

Pool applications and compensation: Pool Director Cheryl Miller reviewed the applications and made a recommendation on hiring lifeguards and cashiers. The Board discussed compensation.

Wardell left at this time.

Deputy Clerk-Treasurer: The Board and Johnson reviewed the applications and selected six to interview.

RETURN TO AND RECONVENING IN OPEN SESSION: Motion Miller, second Anderson to reconvene into open session. **Roll call vote: Yes-**Wiederholt, Blood, Bartlett, Anderson, Miller 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 Anderson, second Miller to hold a Special Meeting on Thursday, the 15th of April at 5:30pm to interview three Street Laborers and six Deputy Clerk Treasurers. **Motion carried.**

Motion Blood, second Anderson to accept the Pool Directors recommendations, hire the following Pool Staff and set compensation:

Head Guards Lauree Vande Hey-\$12.75/hr, Madison Vande Hey-\$10.75/hr,

Lifeguards: Gracie Anderson and Camryn Bird-\$8.50/hr., Caitlin Nachtigal-\$9.00/hr., Samantha Schlelein, Kaylee Sprague, and Faith Vande Hey-\$8.25/hr., Christopher Steiner-\$10.00/hr., Joseph Vande Hey-\$9.25/hr

Cashiers: Dreyton Deglow-\$7.75/hr., Izeah Currier and Ellie Hudson at \$7.50/hr

Roll call vote: Yes-Miller, Anderson, Bartlett, Blood, Wiederholt and Hackl. **No-none. Motion carried.**

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

Cinda Johnson

Cinda Johnson, Village Administrator