

REGULAR MEETING – February 8, 2022

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, Imhoff, E Johnson, Miller, Seifert and Wiederholt. Also present: Wardell and Johnson.

PROOF OF PUBLICATION:

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

PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES:

Motion Imhoff, second Anderson to accept the minutes as presented. **Motion carried.**

APPEARANCE-WPPI Member Relations, Lauri Isaacson:

Ms. Isaacson distributed a summary of WPPI Energy updates, support services available to members and At A Glance summary of power supply. WPPI is Muscoda's power supplier and also provides programs, services and policy advocacy. WPPI was incorporated in 1980 and currently has 51 members mostly in Wisconsin but also in Michigan and Iowa. There are over 200,000 plus customers with total assets of over \$773.5 million. Isaacson reviewed the average wholesale power costs, the five fuel mixes, business plan, and services.

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

- a. *Pineland area electric utility reconstruction – materials, easements, installation:* Wardell explained that this circuit will go from overhead to underground. Trees will need to be removed with the easement area. Easements will need to be reviewed and updated. With the time restraints on receiving materials, ordering should be done soon. Since this is part of the new borrowing, once it is in place Wardell can order materials.
- b. *Utility charges for equipment use:* Muscoda charges the least amount of money to customers when electric equipment is use for an extension of customer service, replacement of yard light, etc. **Motion** Imhoff, second Anderson to increase the hourly charges for use of electric equipment to: digger truck-\$60; bucket truck-\$70; small bucket truck-\$70; pickup truck-\$25; and trencher-\$70. **Roll call vote:** Yes-E Johnson, Wiederholt, Imhoff, Anderson, Seifert, Miller and Hackl. **No:** none. **Motion carried.**
- c. *Amendment to EPS Engineering & Design Contract for services relating to substation expansion project:* Engineer Dave Krause was present to answer any questions on the amendment to the original contract. The change order is for additional fees for supervising the Village employees when they were working on the project, engineering and technical services. The original contract of \$250,000 was for engineering and the change order is for \$400,000 for additional services. The Board discussed the additional services and charges. **Motion** Wiederholt, second E Johnson to approve the change order for EPS Engineering & Design in the amount of \$400,000. **Roll call vote:** Yes-Miller, Seifert, Anderson, Imhoff, Wiederholt, E Johnson and Hackl. **No-**none. **Motion carried.** Attorney Wood reviewed the change order and there were questions on the "hourly fee" statement and the wording of the Miscellaneous Services Contract. Engineer Krause stated that he could reissue the change order with more explanations. **Motion** Wiederholt, second E Johnson to reconsider their previous motion approving the Change Order to Engineering services for the substation project. **Roll call vote:** Yes-Miller, Seifert, Anderson, Imhoff, Wiederholt, E Johnson and Hackl. **No-**none. **Motion carried.** A revised change order will be submitted for the March meeting.

- d. Snow plowing on Old County P:* Now that the Village has annexed in property from the Town of Muscoda on south of the Industrial Park and adjacent to the Riverdale School Farm, snowplow truck from the Village, Town of Muscoda and Town of Pulaski are all in the same area. Town of Pulaski Chair Roy Seifert was present and explained the issue of snow left in the road at the intersection of Old County P and Old 80 Road. It was decided that when the Village plows their portion of Old County P, they will plow through the intersection area.
- e. Amendment to ordinance relating to Board/Committee members compensation:* Administrator Johnson prepared a spreadsheet showing compensation for other municipalities in our area. Attorney Wood explained the procedure for changing the pay for Board members and that any amendment needs to be adopted prior to when nomination papers are taking out in December. It was postponed at this time.
- f. Park signs and advertisement board:* Trustee Anderson spoke on the information park sign that is located near the bathhouse on 4th Street. There are panels available for businesses to advertise. There is approximately 70 location points on the map which includes businesses, churches, recreational areas and such. It was decided to charge \$75 a year for advertising and BL Signs will do the artwork for \$25-\$30 depending on the graphics. Administration Johnson was instructed to send post cards out to the businesses on the map first.
- g. Sell or keep the Ford Explorer Squad #2:* **Motion** Imhoff, second E Johnson to sell the Ford Explorer Squad #2 on the Wisconsin Surplus site. **Motion carried.**
- h. Burning off prairie grass:* Trustee Miller said he has been contacted asking about burning off the prairie grass. Trustee Imhoff, also a fireman, noted that it needs to be done before May 1st and that he would get it on the Fire Departments schedule to annually burn it off.
- i. Yearly renewal of contract with ADRC for meal site area:* **Motion** Imhoff, second Wiederholt to approve the yearly contract the ADRC for rental of the meal site area. **Motion carried.**
- j. Change Order for Michel Power-subgrade construction contract for substation expansion project:* Wardell reported that the change order in the amount of \$4,733.04 is for foundation size for transformer. **Motion** Anderson, second Seifert to accept the change order from Michels Power for an additional amount of \$4,733.04. **Motion carried.**

FIRE DISTRICT REPORT:

Next meeting is in March.

CHAMBER OF COMMERCE REPORT: no report.

FESTIVAL COMMITTEE REPORT:

The Committee is meeting monthly to work on Festival activities.

REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS & ACTION ON ATTENDANCE AT VARIOUS MEETINGS:

President Hackl reported on the monthly Economic Development meeting.

Motion Imhoff, second Anderson to approve Hackl to attend the Grant County Economic Development meeting in Potosi. **Motion carried.**

POLICE REPORT:

Chief Schramm had submitted his monthly report. The Board discussed the “unmarked” squad car. The consensus of the Board was to have the Squad marked. Attorney Wood said he would advise the Chief. **Motion** Wiederholt, second E Johnson to approve the Police report. **Motion carried.**

SUPERINTENDENT REPORT:

Wardell submitted his monthly report. He gave a progress report on the substation project. "In Person" schools/training are starting again, and he would like permission to send the electric employees to watt meter and lineman universal classes. **Motion** Anderson second Imhoff to approve the Superintendent Report and attendances at trainings. **Motion carried.**

ADMINISTRATOR CLERK-TREASURER REPORT:

Johnson submitted her monthly report. Annual audit is scheduled for February 21-24, reviewed tasks completed in January and asked about advertising in Our Wisconsin for 2022. **Motion** Anderson, second E Johnson to approve the report and advertising in Our Wisconsin. **Motion carried.**

Attorney Wood noted that Chief Schramm would like to discuss marking of the Squad Car with the Board. It will be placed on the March agenda.

ACTION ON LICENSES/PERMITS:

None.

PAYMENT OF INVOICES:

Motion Anderson, second E Johnson to approve the invoices as presented included the pay request from Northway Fence, Inc and Nicholas Ewers for water main break work. **Roll call vote: Yes-**Miller, Seifert, Anderson, Imhoff, Wiederholt, E Johnson and Hackl. **No:** none. **Motion carried.**

CLOSED SESSION MATTERS:

Motion Wiederholt, second E Johnson to adjourn into closed session to discuss status of Revolving Loan payments pursuant to Statue Statute 19.85(1)(f), Cemetery Law Care for 2022 and compensation for 2022 Co-Pool Directors, compensation for Utility employees-Troy Wardell, Kevin Ekleberry and Ashley Wirtz, orientation period for Street Labor Greg Miller pursuant to State Statute 19.85(1)(c). **Roll call vote: Yes-**E Johnson, Wiederholt, Imhoff, Anderson, Seifert, Miller and Hackl. **No:** none. **Motion carried.**

Administrator Johnson and Wardell left at this time.

Compensation for Utility Employees: Engineer Dave Krause spoke to the Board.

Administrator Johnson returned at this time.

RLF Payments: Payment status has not changed.

Cemetery Lawn Care: William Phetteplace is interested in continuing his position for Cemetery Lawn Care.

Compensation for 2022 Co-Pool Directors: The Board discussed at length how to compensate the Lauree and Madison VandeHey as Co-Pool Directors. Hourly versus salary, hour many hours will each of them work per week, and their plans for the pool. Administrator Johnson was instructed to contact Lauree and Madison and discuss their plans. Also, to see if they would contact previous lifeguards as at this time, we have no applications and contact other local pools on the fees and wages.

Orientation Period for Greg Miller: The Board was informed the Greg Miller completed his 3-month orientation on January 4th and Wardell recommends approval.

RECONVENE IN OPEN SESSION:

Motion Imhoff, second Miller to reconvene in open session. **Roll call vote:** Yes-Miller, Seifert, Anderson, Imhoff, Wiederholt, E Johnson and Hackl. **No:** none. **Motion carried.**

ACTION ON CLOSED SESSION MATTERS:

Motion Anderson, second E Johnson to offer the position as Cemetery Lawn Care to William Phetteplace on a continues basis until there is an issue. **Motion carried.**

Motion Anderson, second Imhoff to approve Greg Miller's orientation period as of January 4, 2022 and authorize a wage increase of 50 cents per hour. **Motion carried.**

It was agreed upon to hold a Special meeting on February 22nd to review and amend the employee manual.

ADJOURNMENT: **Motion** Imhoff, second E Johnson to adjourn the meeting. **Motion carried.**

Cinda Johnson
Cinda Johnson, Village Administrator