

REGULAR MEETING – APRIL 12th, 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: Schramm, Wardell, and Johnson.

PROOF OF PUBLICATION:

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

PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES:

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

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

a. Proposed Water Storage Tower #4:

1. Plans, specifications, and estimates: Engineer Bart Nies reviewed the plans/specifications for the proposed new water tower #4 which will be located north of the wellhouse #4 and south of the Riverdale School Bus garage on 2nd street. The tower will be 150' tall and hold 300,000 gallons of water. There will be a sidewalk from the wellhouse to the tower. Estimate cost is \$2.2 million with the Village receiving up to a one million grant from the State. There will be no site construction this fall. Bid opening will be held on Thursday, May 5th at the Delta 3 office in Platteville. The Village will be applying for a Safe Drinking Water Loan funds and Administrator Johnson will have required paperwork to complete for the application. Wording and color selection was discussed. It was decided to paint the tower white with the "Muscoda" letters maroon which will be on the north and south sides. **Motion** Anderson, second E Johnson to accept the plans and specifications that Engineer Bart Nies prepared. **Roll call vote: Yes-**Miller, Seifert, Anderson, Imhoff, Wiederholt, E Johnson and Hackl. **No-**none. **Motion carried.**

2. Tower Inspection Services: Nies noted that this would be discussed at the May meeting.

b. Change orders for EPS Engineering and Design:

engineering services and technical services: Original engineering contract for substation expansion \$250,000-increase to \$310,000 additional bidding documents and inspections; \$100,000 for testing/commissioning/startup activities; \$565,000 for technical oversight, assistance and installation of above-grade activities, transportation, tools, trailers, labor and miscellaneous materials for a total contract with EPS Engineering and Design \$975,000.00. Attorney Wood has reviewed the change order. **Motion** E Johnson, second Seifert to approve the change order contract with EPS Engineering and Design at an amount not to exceed \$975,000. **Roll call vote: Yes-**E Johnson, Wiederholt, Imhoff, Anderson, Seifert, Miller, and Hackl. **No-**none. **Motion carried.**

c. Pay request for substation expansion project:

Administrator Johnson explained that there is one pay request from Hackl Construction/Riverway Trucking for earthwork. The pay request has been reviewed and Engineer David Krause has recommended payment. **Motion** Anderson, second Imhoff to approve the pay request from Hackl Construction/Riverway Trucking for earthwork done for the substation expansion project in the amount of \$9,000. **Motion carried. Hackl abstained.**

d. Proposal for design and installation of communication system for substation expansion:

Motion Wiederholt, second Anderson to approve the quote from EPS Engineering and Design

for the SCADA system at the substation expansion for \$148,500. **Motion carried.** This cost is part of the overall project.

- e. Condition of property at 226 E Water Street:* Chief Schramm explained that the roof has caved in and for safety reasons the electric service was disconnected. The property owners were notified of this. The owners were present and explained that they had planned to do most of the demolish but they are now in the process of obtaining quotes for demolition with completion by June 1st. Chief Schramm will view the property at that time and report back.
- f. Improvements to basketball court by Pool:* Administrator Johnson explained that the Muscoda Lions wanted to know the status and ask for permission to erect a plaque at the court in honor of Mr. Krueger. Since it is Village property, Wardell was instructed to obtain undated quotes and discuss at next meeting. It was noted that the plaque can be installed.
- g. Easter Egg hunt at Library:* With Covid restrictions, the Nursing Home is not able to hold the annual Easter Egg hunt and the Library staff will do it this year. **Motion** Anderson, second Miller to support the Easter Egg Hunt with expenses coming from the balance of Santa Day donation. **Motion carried.**
- h. Request for extended stays at Riverside Park:* Administrator Johnson informed the Board that inquiries have been made from contractors, construction workers, traveling nurses, and laborers at the Solar Farm regarding extended stays at the Riverside Campground. Chief Schramm has reviewed the Ordinance and there are no time restrictions on length of stay. In previous years campers were advised of a minimum two week stay and we did offer a month stay at a reduced price. After discussion, it was decided that extended stays are allowed, no discount given and no stays between December 1-March 31. The park closes on November 30th.

FIRE DISTRICT REPORT: no minutes from meeting.

CHAMBER OF COMMERCE REPORT: none.

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 Miller, second Imhoff to approve Hackl to attend the Grant County Economic Development meetings and a WPPI Energy meeting. **Motion carried.**

POLICE REPORT:

Chief Schramm submitted his monthly report. Decals are on the Squad, Officer Spencer Hornung has resigned his position as a part-time Officer, new radios will be needed in 2024, update on hiring status, and Grant County Sheriff's Department cannot offer "County Support" at this time. **Motion** Imhoff, second Anderson to approve the Police report. **Motion carried.**

SUPERINTENDENT REPORT:

Wardell submitted his monthly report. Recreational facilities are being open for the season. The prairie grass area has been burnt off but there are several scrub trees that need to be removed. **Motion** Anderson second E Johnson to approve the Superintendent Report. **Motion carried.**

ADMINISTRATOR CLERK-TREASURER REPORT:

Johnson submitted her monthly report. Continue to do Utility Clerk job duties, several Morel Festival items-calls, vendors, apparel, list of activities, and working on Electric borrowing.

Motion Imhoff, second E Johnson to approve the report and advertise for early bird pool passes for the month of May. **Motion carried.**

Scholarship applications: Administrator Johnson supplied copies of the Scholarship applications and a selection needs to be made at the May Board meeting.

ACTION ON LICENSES/PERMITS:

Motion Anderson, second E Johnson to approve the applications and grant licenses for: Operators-Heather McKinda, Anna Gilbertson, Cloe Sieckman, and Tana Poppe; Temporary Operators-Brent Stadele and Willam Hinkle; and Special Class B Muscoda Fire Department Steak Feed and Chicken Bar-be-Que. **Motion carried.**

PAYMENT OF INVOICES:

Motion Anderson, second Imhoff to approve the invoices as presented including late arrival invoices from the Library. **Roll call vote: Yes-**Miller, Seifert, Anderson, Imhoff, Wiederholt, and E Johnson. **No:** none. **Abstained:** Hackl. **Motion carried.**

DISCUSSION AND ACTION ON UPDATES TO EMPLOYEE MANUAL:

President Hackl announced that Attorney Steve Zach has not gotten back to her on manual revisions.

CLOSED SESSION MATTERS:

- Economic Development report
- Revolving Loan Application #22-01
- Review Pool Staff application and set compensation
- Police Hiring
- Compensation for Village employees
- Temporary hiring Street Laborer
- Temporary hiring for Office staff

Motion Miller, second Imhoff to adjourn into closed session to discuss status of Revolving Loan payments, Revolving Loan application #22-01 pursuant to Wis. State Statue 19.85(1)(f); review pool staff application and set compensation, Police Officer hiring, Compensation for Village employees, temporary hiring for Street Laborer and temporary hiring for Office staff pursuant to Wis. State Statute 19.85(1)(c). **Roll call vote: Yes-**E Johnson, Wiederholt, Imhoff, Anderson, Seifert, Miller, and Hackl. **No:** none. **Motion carried.**

RECONVENE IN OPEN SESSION:

Motion Imhoff, second Anderson 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 Miller to approve Revolving Loan Application #22-01 in the amount of \$550,000, interest rate at 2%, 8-year amortization, payment to start 30 days after closing and the Village will hold the first lien on the property and some equipment. **Roll call vote: Yes-**Miller, Seifert, Anderson, Wiederholt, E Johnson and Hackl. **No:** none. **Abstained:** Imhoff. **Motion carried.**

Motion Imhoff, second E Johnson to hire the following for the 2022 and set hourly compensation: Lifeguards: Gracie Anderson-\$10.50, Kaylee Sprague-\$10.25, Christopher Steiner-\$12.00, Kaith Vande Hey-\$10.25, Ryane Vande Hey-\$11.25 and Maddie Biba-\$10.00. Cashiers: Gretjen

Buchholz-\$8.50 and Sean Duffey-\$8.50. **Roll call vote: Yes-E Johnson, Wiederholt, Imhoff, Anderson, Seifert, Miller, and Hackl. No: none. Motion carried.**

Motion Anderson, second Imhoff to hire Kohl Wardell as Public Works temporary summer help as \$15.00 per hour. **Roll call vote: Yes-Miller, Seifert, Anderson, Imhoff, Wiederholt, E Johnson and Hackl. No: none. Motion carried.**

Motion Anderson, second E Johnson to hire Debra Amdahl as Village Office temporary assistant while the Utility Clerk is on limited hours; not to exceed 20 hours per week except she can work up to 40 hours during Festival week. **Roll call vote: Yes-E Johnson, Wiederholt, Imhoff, Anderson, Seifert, Miller, and Hackl. No: none. Motion carried.**

Motion Imhoff, second Miller to increase the part-time Police Officer hourly wage to \$28.00. **Roll call vote: Yes-Miller, Seifert, Anderson, Imhoff, Wiederholt, E Johnson and Hackl. No: none. Motion carried.**

Motion Seifert, second E Johnson to approve the following hourly wage scale effective April 23, 2022:

Superintendent Troy Wardell-\$45.00; Lead Lineworker Kevin Ekleberry-\$40.50; Lineworker \$40.00; Apprentice Lineworker-apprentice contract-starting wage is 80% of Lineworker; Street Laborer/Sewer Operator Michael Hill-\$25.50; Street Laborer/Sewer Operator Joshua Wanek-\$25.00; Street Laborer Gregory Miller-\$22.00; Chief of Police William Schramm-\$35.00; Police Officer Katelyn Fleischauer-\$30.00; Administrator-Clerk Cinda Johnson-\$30.00; Deputy Clerk-Treasurer Amy Louis-\$22.00; Utility Clerk Regina Nankee-\$23.00; base starting wage for Street Laborer-\$22.00 per hour plus \$1.00 for each sewer certification; base starting wage for Police Officer-\$28.00; and base starting wage for Deputy or Utility Clerk-\$21.00.

Roll call vote: Yes-E Johnson, Wiederholt, Imhoff, Seifert, Miller, and Hackl. No: Anderson. Motion carried.

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

Cinda Johnson

Cinda Johnson, Village Administrator