

REGULAR MEETING – May 14, 2024

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

PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES (regular and special):

Motion Anderson, second Miller to accept and approve the minutes. **Motion carried.**

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

a. Pay application #11 and change order #1-Elevated Water Storage tower #4-Maguire Iron, Inc.-

Engineer Nies explained the final pay application in the amount of \$90,865.62 and the change order which resulted in a decrease of \$14,555.38 from the original contracted amount. With the change order, final construction total for water tower #4 is \$1,630,244.62. All lien waivers have not been received from subcontractors. Nies said that the Village could approve payment and hold payment until all documents from Maguire Iron have been received. **Motion** Imhoff, second Anderson to approve the final pay application from Maguire Iron for \$90,865.62, change order #1 in a credit amount of \$14, 555.38 and hold payment until all lien waivers are received and Delta 3 notifies Village to issue payment. **Motion carried.**

b. Pay application #2-Industrial Park Expansion-Gerke Excavating, Inc: Engineer Nies presented the second pay application from Gerke Excavating in the amount of \$344,531. The contractor reported that due to dewatering, they are approximately two weeks behind schedule. **Motion** Anderson, second Seifert to approve pay application #2 from Gerke Excavating, Inc. in the amount of \$344,531.00. **Motion carried.**

c. Industrial Park Regional Stormwater Facility: Nies presented two options for the proposed Regional Stormwater Facility. The proposed location would be on existing Village owned property in Iowa County by the lagoon. The expense for the proposed facility would be TID #4 and TID #5 eligible. The concept plan for Option #1 would be to install twin 36" diameter storm water mains on Industrial Drive, then pipe north using the existing Village easements to the proposed infiltration pond. Estimate cost for Option #1 is \$1,460,000. The concept plan for Option #2 would be for a 6' deep drainage swale, approximately 35' wide on the existing easements with a 36" storm water main on Industrial Drive. Option #2 is approximately \$780,000. Until additional engineering is done, and location of existing utilities are determined, it is unclear if Option #2 is feasible.

It was noted that by doing a regional stormwater facility, it would allow additional building development versus each business constructing stormwater areas on their property.

Scott Meister, Meister Cheese Company was present and is in favor of the regional facility to free up land for additional improvements.

Motion Seifert, second Wiederholt to proceed with design plans at an estimated cost of approximately \$30,000 for a Regional Stormwater Facility in the Industrial Park Area. **Roll call vote: Yes-**E Johnson, Wiederholt, Imhoff, Anderson, Seifert, Miller and Hackl. **No-**none. **Motion carried.**

d. Charging for Spring Cleanup: There were some complaints from individuals that paid \$20 for vehicle and \$20 for trailer but only had items on trailer. It was decided to review the fee structure this fall after the invoice has been received.

e. Donation to Riverdale Summer League: **Motion** Miller, second Seifert to suspend donation to Summer League until they make a request for donation. **Motion carried.**

f. Update on exceeding limits into the wastewater system: Photos of items appearing in wastewater system and lab results for April were distributed. The business is redoing their wastewater discharge piping resulting in only domestic waste going into the Village system. The construction is not completed. Will continue to monitor the discharge.

g. Application for sidewalk replacement at 503 N Iowa Street: **Motion** Imhoff, second Miller to approve the sidewalk replacement at 503 N Iowa Street using the 50/50 reimbursement policy. Estimated cost is \$5,650. **Motion carried.**

h. Attendance at WPPI Energy Regional Power Dinner: **Motion** Anderson, second E Johnson to approve Larry Anderson, David Wiederholt, Troy Wardell and Carla Doudna for attendance at WPPI Energy Regional Power Dinner meeting on June 27th. **Motion carried.**

i. Seeding, sod and sprinkler at Library: As a representative on the Library Board, President Hackl inquired about the Library installing a sprinkler system, sodding and seeding the grounds. All expenses will be paid from Library funds with no expense from the General Fund. The Board was in agreement with the plan.

j. Handicap accessible entrance at 229 N Wisconsin Avenue: Wardell spoke with Engineer Nies, and it is feasible to put a handicap entrance at this location. If installed, the cost is 100% the responsibility of the property owner and it must be put in at the correct grade. There would be a loss of at least one parking stall. **Motion** Wiederholt, second Seifert to allow a handicap accessible entrance ramp at 229 N Wisconsin Avenue with the property owner paying 100% of the cost. Installation of ramp must be at approved grade level. **Motion carried.**

k. Seasonal campsite applications: Inquiries but no applications.

l. License applications: temporary licenses, original and renewal licenses-

Motion Anderson, second Imhoff to approve the original Class B application and grant the License to English Prairie Distilling, LLC. **Motion carried.**

Motion Imhoff, second E Johnson to approve the following applications and grant licenses for the following: Temporary Class B Picnic to the Chamber of Commerce and American Legion for the Morel Festival; Temporary Class B Picnic for the American Legion Burger in Park; Temporary Operator for the Morel Festival-Kaylee Mullikin, Cody Frohne, Sandy Bomkamp, Benda Gillingham, Christy Krue, Darin Johnston, Debra Johnston, and Addie Bird; Renewal Class A for C & D Properties and Bender Enterprises; Renewal Class B for Behrens Properties, English Prairie Distilling, Lounge 105 LLC and Wolfy's Irish Inn; Renewal Cigarette for C & D Properties and Bender Enterprises; and the attached list of operators. **Motion carried.**

m. Establishing price for original lifeguard certification and recertification: **Motion** Imhoff, second Seifert to charge \$150 for original lifeguard certification. **Motion carried.**

CHAMBER OF COMMERCE REPORT:

Plan to have the Historical Mile markers up at the Railroad Park by Morel Festival, working on Fall Opener activities and website is active.

LIBRARY BOARD REPORT: Issues for roof gutter. Wardell will contact a contractor for repairs.

FIRE DISTRICT REPORT: The next meeting will be in June.

FESTIVAL COMMITTEE REPORT: Final plans are being made, marked out new vendor spots once the concrete for the Historical Mile project was poured, need to establish new vendor map, several calls, and Facebook messages. **Motion** Imhoff, second Miller to accept the Festival Committee reports. **Motion carried.**

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

Hackl and Miller attended the monthly Economic Development meeting in Livingston. **Motion** Anderson, second Imhoff to approve attendance at meetings as necessary. **Motion carried.**

POLICE REPORT:

Chief Schramm submitted his monthly report. He reported on training and the number of calls at the School. **Motion** Anderson, second Wiederholt to approve the Police Report. **Motion carried.**

SUPERINTENDENT REPORT:

Wardell submitted his monthly report. Dilley completed second year of apprentice school and received an "A". The Utilities received the MEUW Safety Award, and it will be presented at the Conference this week. **Motion** Imhoff, second Wiederholt to approve the Superintendent report. **Motion carried.**

ADMINISTRATOR CLERK-TREASURER REPORT:

Johnson submitted her monthly report. Village Office is busy with Morel Festival Activities-advertising, calls, emails, Facebook posts, banners, brochures, posters, apparel, vendor contacts, new vendor layout and map, setting up volunteers, 6-page insurance questionnaire for tractor pull and letters to individuals affected by street closings. Utility-implementation of Info-send, issues with Village's website domain administration, assist with billing and collections as needed. Completed FEMA GO close out report for Fire Department 2021 Grant, completed WEDC-CDI quarterly reporting for English Prairie Distilling, two burials, quarterly payroll reporting and 2023 final recycling grant expenditure report. **Motion** E Johnson, second Seifert to accept the report. **Motion carried.**

PAYMENT OF INVOICES:

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

CLOSED SESSION MATTERS:

- Retirement of Street Laborer/Sewer Operator, discussion on Office Staff overtime, discussion on performance of public employee-Wis. SS 19.85(1)(c)
- Review and selection of WPPI Energy & Utility Scholarship application-Wis. SS 19.85(1)(f)
- Updates on Revolving Loan payments and status of application #24-01-Wis SS 19.85(1)(f)

Motion Wiederholt, second Anderson to adjourn into closed session to discuss street laborer/sewer operator retirement, Office Staff overtime and performance of public employee pursuant to Wis. SS 19.85(1)(c) and review and selection of WPPI Energy and Utility Scholarship application and updates on Revolving Loan payments pursuant to Wis SS 19.85(1)(f). **Roll call vote: Yes-** E Johnson, Wiederholt, Imhoff, Anderson, Miller, Seifert and Hackl. **No:** none. **Motion carried.**

Retirement of Street Laborer/Sewer Operator: Michael Hill has submitted his retirement effective June 1, 2024. Discussed advertising position and starting wage depending on qualifications.

Review and selection of WPPI Energy & Utility Scholarship applications: After discussion of applications Rylee Wanek was selected for the WPPI Energy one and Emmett Drone for the Utility one. Troy and Carla will present.

Updates on Revolving Loan payments: Administrator Johnson noted that loans are current except, they have only made one payment so far this year. A letter will be sent to the loan recipient.

Wardell and Johnson left at this time.

The Board discussed Performance of Public Employee and Office Staff overtime.

RETURN TO AND RECONVENING IN OPEN SESSION:

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

ACTION, IF ANY, AND IF REQUIRED:

Motion Imhoff, second Miller to accept Michael Hill's retirement and issue a check for \$500 as a "thank you" for years of service. **Motion carried.**

Motion E Johnson, second Imhoff to advertise for the Street Laborer/Sewer Operator at a starting wage of \$21 per hour or based on qualifications. **Motion carried.**

Motion Miller, second E Johnson to award the WPPI Energy Scholarship to Rylee Wanek and Muscoda Utility Scholarship to Emmett Drone. **Motion carried.**

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

Cinda Johnson
Cinda Johnson, Village Administrator