

SPECIAL MEETING – June 18, 2024

President Hackl called the Special Meeting of the Muscoda Village Board to order at 5:15pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Imhoff, Johnson, Miller, Seifert (5:25) and Wiederholt. Also present: Utility Clerk Carla Doudna, Wardell and Johnson.

PROOF OF PUBLICATION:

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

PLEDGE OF ALLEGIANCE.

DISCUSSION/ACTION ON ESTABLISHING A POLICY FOR CREDITS ON UTILITY ACCOUNTS:

Doudna explained that a few utility customers have large credit balances which results in customers paying for kilowatts that have not been used. If the customer leaves our service territory, then the Village is responsible for issuance of refund checks. This new policy does not apply to budget customers and she and Johnson have been working diligently to get the budget customer amounts closer to actual usage. The proposed policy, which has been submitted to the PSC and Attorney Wood for review, would allow the Utility to return payments for non-budget customers once customer balances exceed \$150. **Motion** Anderson, second E Johnson to adopt a policy relating to utility customer credit balances, when to deny payment and when a refund is due to the customer. This policy does not relate to budget customers and is contingent upon PSC approval **Motion carried.**

Doudna left the meeting at this time.

CLOSED SESSION MATTERS:

- **Interview applicants for street laborer/sewer operator and select a candidate-closed session 19.85(1)(c)**

- **Revolving Loan payments and scheduling meeting recipient-closed session 19.85(1)(f)**

Motion Imhoff, second E Johnson to adjourn into closed session to conduct interviews for Street Laborer/Sewer Operator pursuant to Wis. SS 19.85(1)(c) and discussion on revolving loan payments pursuant to Wis. SS 19.85(1)(f). **Roll call vote: Yes**-Miller, Seifert, Anderson, Imhoff, Wiederholt, E Johnson and Hackl. **No:** none. **Motion carried.**

Administrator Johnson left the meeting at this time.

The Board interviewed three candidates for the position.

After the interviews Administrator Johnson returned to closed session.

Revolving Loan payments: “Board discussed letter from #22-01”

RETURN TO AND RECONVENING IN OPEN SESSION:

Motion Anderson, second Imhoff 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 Anderson, second Imhoff to offer the Street Laborer/Sewer Operator position to Dakota Lins at \$21.00 per hour, three months orientation period, 50 cent per hour increase after successful completion of orientation and obtain a CDL within six months. **Roll call vote: Yes-**Miller, Seifert, Anderson, Imhoff, Wiederholt, E Johnson and Hackl. **No:** none. **Motion carried.**

Motion E Johnson, second Imhoff to schedule a meeting within the next two weeks to meet with Revolving Loan recipient #22-01 to discuss payments and possible restructuring loan. **Motion carried.**

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

Cinda Johnson
Cinda Johnson, Village Administrator