

REGULAR MEETING – March 11, 2025

President Imhoff 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, E Johnson, Meyer, Miller, Seifert and Wiederholt. Also present: Wardell, Schramm and Administrator Johnson.

PROOF OF PUBLICATION:

Motion Seifert, second E Johnson to accept Proof of Publication. **Motion carried.**

PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES (regular and special):

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

APPEARANCE-Riverdale School District updates:

District Administrator Jeff Campbell was present and reviewed information related to the Operational Referendum and the informational meetings.

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

a. Award of construction contract for proposed downtown parking lot: Engineer Nies was present to review the bids for the parking lot project. There were seven bidders ranging from \$138,165 to \$159,210. G-Pro Excavating from Montfort was the low bidder and after review of the bid, Nies recommends awarding the contract to them. **Motion** Anderson, second Wiederholt to award the contract for the downtown parking to G-Pro Excavating in the amount of \$138,165. **Roll call vote: Yes**-E Johnson, Wiederholt, Meyer, Anderson, Seifert, Miller and Imhoff. **No**-none. **Motion carried.**

b. Request from Fairfield Specialty Eggs (FSE) to amend discharge permit for monthly flow: Engineer Nies explain the request from FSE to increase their permit to a monthly average from ten thousand (10,000) to fifteen thousand (15,000) gallons per day, with the peak flow for any individual day from fifteen thousand (15,000) to twenty thousand (20,000) gallons per day. Nies informed the Board that Muscoda is currently at 60% capacity at the wastewater plant and if FSE's request is approved it would not harm our capacity. **Motion** Wiederholt, second Anderson to approve FSE's request to increase monthly average flow to fifteen thousand (15,000) and not to exceed an individual daily flow of twenty thousand (20,000). **Roll call vote: Yes**-Miller, Seifert, Anderson, Meyer, Wiederholt, E Johnson and Imhoff. **No**-none. **Motion carried.**

c. Developers Agreement with FSE-TID #5 incentive: Nies reported that FSE, their Engineers, Village Staff and himself have been working on various options for an incentive plan with the final draft presented at the previous Board meeting. The document explains the plan approval with an incentive cap to FSE of \$3.5 million with based valuations from January 1, 2024. If approved by the Board, the agreement will be submitted to FSE for final approval. **Motion** Anderson, second E Johnson to approved the Developments Agreement with FSE pending any significant changes by FSE. **Roll call vote: Yes**-E Johnson, Wiederholt, Meyer, Anderson, Seifert, Miller and Imhoff. **No**-none. **Motion carried.**

d. Industrial Park Regional Stormwater project: Meister Cheese Company has suggested a land swap for the location of the proposed regional stormwater project. **Motion** Anderson, second E Johnson to have Delta 3 Engineers research options for location of proposed regional stormwater project. **Motion Carried.**

e. Bond Counsel Agreement for DNR Safe Drinking Water Loan (SDWL) Program (water department): When borrowing funds from the DNR SDWL, the Village is required to have Bond Counsel to render legal opinion with the issuance of municipal loans. **Motion** Anderson, second Wiederholt to contract with Quarles to act as Bond Counsel for the issuance of the DNR Safe Drinking Water

Loan Program for the water department loan with a charge of \$12,300. **Roll call vote: Yes-Miller, Seifert, Anderson, Meyer, Wiederholt, E Johnson and Imhoff. No-none. Motion carried.**

f. Bond Counsel Agreement for DNR Clean Water Fund (CWF) (sewer department): When borrowing funds from the DNR CWF, the Village is required to have Bond Counsel to render legal opinion with the issuance of municipal loans. **Motion** Anderson, second E Johnson to contract with Quarles to act as Bond Counsel for the issuance of the DNR Clean Water Fund for the sewer department loan with a charge of \$12,300. **Roll call vote: Yes-E Johnson, Wiederholt, Meyer, Anderson, Seifert, Miller and Imhoff. No-none. Motion carried.**

g. Grant Agreement contract with Delta 3: **Motion** Seifert, second E Johnson to contract with Delta 3 Engineering for grant administration services and fees associated with the DNR SDWL and CWF borrowings. **Roll call vote: Yes-Miller, Seifert, Anderson, Meyer, Wiederholt, E Johnson and Imhoff. No-none. Motion carried.**

h. Village owned Industrial land for sale: Wardell and Johnson along with Grant County Economic Development Corporation have worked on updating the Muscoda Industrial Park map that is posted on the website. After reviewing, the Board decided that all the land south of Morel Lane will be retained by the Village for future use. **Motion** Seifert, second Meyer to post the revised Industrial Park Map with land for sale listed. **Motion carried.**

i. Authorization to borrow up to \$500,000 for Advanced Metering Infrastructure (AMI): Administrator Johnson explained that the Village is eligible to borrow up to \$500,000 from WPPI Energy for the upgrade to AMI metering. This loan is interest free with a small percentage of the loan for processing. **Motion** Miller, second Seifert to authorize borrowing up to \$500,000 from WPPI Energy for AMI metering. **Roll call vote: Yes-E Johnson, Wiederholt, Meyer, Anderson, Seifert, Miller and Imhoff. No-none. Motion carried.**

j. I-pads for M-Care utility metering: I-pads will be needed for the new AMI metering. Cost for three I-pads is \$2,400 and this cost can be included in the WPPI loan. **Motion** Anderson, second E Johnson to purchase three I-pads for the use with the AMI metering for \$2,400. **Roll call vote: Yes-Miller, Seifert, Anderson, Meyer, Wiederholt, E Johnson and Imhoff. No-none. Motion carried.**

k. Repayment schedule for electric debt fund: During the upgrades to the Industrial Park substation, the Electric Department used General Fund fund balance for expenses. The Village auditors have drafted two proposed repayment schedules. Schedule 1: 2.5% interest over 20 years and Schedule 2: 3.5% interest over 20 years. **Motion** Wiederholt, second Meyers to go with schedule 1 charging the Electric Fund 2.5% interest over 20 years for the funds that were borrowed for upgrades to the substation. **Roll call vote: Yes-E Johnson, Wiederholt, Meyer, Anderson, Seifert, Miller and Imhoff. No-none. Motion carried.**

l. Replacement of printer/copier: The HP printer in the Office is not working correctly and it is old enough that parts are no longer available. A new printer from Rhyme's is \$790 with a monthly maintenance plan of \$22.25 per month. **Motion** Wiederholt, second Anderson to purchase a Kyocera printer for \$790 plus \$22.25 monthly maintenance plan. **Roll call vote: Yes-Miller, Seifert, Anderson, Meyer, Wiederholt, E Johnson and Imhoff. No-none. Motion carried.**

m. Replacement of DVR in Squad #2: Chief Schramm that the DVR is having error codes. A refurbished one is \$1,500 with a 90-day warranty and a new one is \$6,000 with 18-month warranty. This squad will be replaced within 3-5 years. **Motion** Seifert, second E Johnson to purchase a refurbished DVR for Squad #3 at \$1,500. **Roll call vote: Yes-E Johnson, Wiederholt, Meyer, Seifert, Miller and Imhoff. No-Anderson. Motion carried.**

n. Amend ordinance 10-1-12 – speed limit in Rux's Mobile Home Court: Chief Schramm reported that he had received a comment on the speed limit in the trailer court. The individuals were informed to attend the meeting. No one was present to discuss. Item tabled.

o. Seasonal campsite applications: No new applications. Seven available sites. The sites will be advertised on the following Facebook sites: Hidden Valleys, Grant County Economic Development, and Grant County Tourism.

p. License applications: **Motion** Seifert, second Wiederholt to approve applications and grant operator licenses to Mike Larson and Brittney Riggs. **Motion carried.**

FESTIVAL COMMITTEE REPORT AND UPDATE: The Committee met this evening and discussed activities, vendors, sponsorships, and commitments. **Motion** Seifert, second Meyer to approve the Committee report. **Motion carried.**

CHAMBER OF COMMERCE REPORT: No report this month.

LIBRARY BOARD REPORT: No report this month.

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

The February Economic Development meeting was held in Fennimore with E Johnson, Imhoff and C Johnson attending. Presentation was from SW Regional Planning Commission on opportunity for small businesses and how they can assist, especially with business plan and funding opportunities. The next meeting will be in Cassville on March 26th. **Motion** Seifert, second Anderson to authorize attendance at the monthly Economic Development meeting by Board members and Administrator Johnson. **Motion carried.**

POLICE REPORT:

Chief Schramm submitted his monthly report. Officer Ward is currently in training. Seventeen active criminal cases. There is a three-day on-line training. Should officers do the training in the Police Department or off site. **Motion** Miller, second E Johnson to accept the monthly Police Report and have Officers do on-line training in the Police Department. **Motion carried.**

SUPERINTENDENT REPORT:

Wardell submitted his monthly report. Discussed fencing at the Riverside Park-location, tear-out, construction (School District cannot construct this year), etc. Doudna is working with WPPI on the AMI metering. Lifeguard certification cost and reimbursement was discussed. Since this was not on the agenda, it will be discussed at the April meeting. **Motion** Anderson, second Meyer to approve the Superintendents Report. **Motion carried.**

ADMINISTRATOR CLERK TREASURER REPORT:

Johnson submitted her monthly report. Continue to work on taking credit cards in the Office and over the phone; completed new hiring process; lots of Festival items-vendors, parade invites, sponsorships, tasting room, activities, etc; close our February 18th primary election and start on April 1st Spring Election items; and reviewed WPPI and MEUW trainings and League of Municipalities Insurance annual meeting. **Motion** Seifert, second E Johnson, to accept the Administrator Clerk report and approve trainings and meeting attendance. **Motion carried.**

PAYMENT OF INVOICES:

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

CLOSED SESSION:

Motion Miller, second Seifert to adjourn into closed session for the following items:

- Updates on loan repayments and Restated Repurchase Agreement pursuant to Wis. SS 19.85(1)(e)
- Review applications and set compensation for 2025 Pool Staff pursuant to Wis. SS 19.85(1)(c)

Roll call vote: Yes-Miller, Seifert, Anderson, Meyer, Wiederholt, E Johnson, and Imhoff. **No-**none. **Motion carried.**

Revolving Loans:

2025 Pool Staff:

RECONVENE TO OPEN SESSION:

Motion Anderson, second E Johnson to reconvene into open session. **Roll call vote: Yes-**Miller, Seifert, Anderson, Meyer, Wiederholt, E Johnson, and Imhoff. **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 Meyer to hire the following for the 2025 Pool Staff with hourly wages as noted:

Position:	Employee	Hourly Wage
Pool Lead	Madison Vande Hey	\$20.00
Sub Pool Lead	Laree Vande Hey	\$19.00
	and swim instructor	
Sub Pool Lead	Cheryl Miller	\$19.00
	and swim instructor	
Lifeguard	Faith Vande Hey	\$15.25
Lifeguard	Luke Vande Hey	\$14.50
Lifeguard	Taryn Miller	\$14.75
Lifeguard	Madalyn Biba	\$15.00
Lifeguard	Macy McKay	\$14.50
Lifeguard	Timothy Bailey	\$14.50
Lifeguard	James Schramm	\$14.00
Lifeguard	Wyatt Schramm	\$14.00
Lifeguard	Lakota Brewer	\$14.00
Cashiers	determined by Pool Lead	\$10.00

Village will provide swim suits and t-shirt for each guard and two t-shirts for each cashier. Lifeguards will be reimbursed 50% of certification cost after completing first year of employment and the balance after completing the second year of employment.

Roll call vote: Yes-E Johnson, Wiederholt, Meyer, Anderson, Seifert, Miller and Imhoff. **No-**none. **Motion carried.**

ADJOURNMENT:

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

Cinda Johnson

Cinda Johnson, Village Administrator