SPECIAL MEETING – September 23, 2025

President Imhoff called the Special Meeting of the Muscoda Village Board to order at 4:30pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Hill, Meyer, Miller, Seifert and Wiederholt. Also present: Wardell, Louis, Doudna, Curtis and Administrator Johnson.

PROOF OF PUBLICATION:
Motion Meyer, second Miller to accept Proof of Publication. **Motion carried.**

PLEDGE OF ALLEGIANCE.

DISCUSSION/ACTION ON REMOVAL OF TREES FROM PROPERTIES:
Patricia Slapak was present with concerns regarding a tree on the neighbor's property that should it fall could damage her garage. Chief Schramm reviewed the ordinance, and our current ordinance reads in part that a Forester is the person who determines if a tree is harmful or not. When the Village removed trees a few years ago, it was only in the right-of-way and in the parks. The tree in question is on private property. Both Chief Schramm and Mrs. Slapak tried to reach the property owner but had not heard back from him. The Board instructed Schramm to update the ordinance for the October meeting. Wardell and Johnson were instructed to locate someone to inspect the tree. **Motion** Meyer, second Seifert to contract with a Forester to inspect the tree on the vacant property north of 353 N 5th Street since this is what the ordinance requires. **Roll call vote: Yes-**Miller, Hill, Anderson, Meyer, Wiederholt, Seifert and Imhoff. **No-**none. **Motion carried.**

DISCUSSION/ACTION DETOUR DURING RAILROAD CROSSING REPAIRS:
Dept of Transportation will be doing repairs to both the main line tracks and the sidetrack line on Wisconsin Avenue. Wisconsin Avenue will be closed during these repairs. Discussed various detour routes; since South Minnesota Street is 32' feet while South 2nd Street is only 18' wide, the safest route would be using South Minnesota from Front Street/Hwy 133 to Catherine Street. **Motion** Hill, second Anderson to post no parking signs as necessary during the reconstruction of the tracks on Wisconsin Avenue, mainly on South Minnesota Street. **Motion carried**

DISCUSSION /ACTION ON REPAIRS TO SQUAD #2:
Chief Schramm reported that Squad #2 engine was having issues. Fillback Dodge mechanics determined that the engine oil cooler failed. It now has been repaired but the Chief will keep an eye on it.

DISCUSSION/ACTION ON RATES FOR SEASONAL SITES:
The current rate is $1,500 for the season, which is April 1-November 30 which includes water and sewer. Winter storage is an additional $200. There were two open sites this year. **Motion** Hill, second Anderson to leave the rate at $1,500 for the season and $200 for winter storage. **All ayes except a no from Seifert. Motion carried.**

PREPARING FOR 2026 BUDGET:
Items discussed:

- Village Hall ceiling: drop ceiling, change electric/wiring for lights-contact Hall Ceiling for an updated quote.
- Wardell noted the only large item needed is a Public Works pickup with a plow.
- Phone system in the Village Office needs upgrading. Strang's will be contacted as they were the company that did the last upgrade. Also contact School District to see who they use.
- One or two additional computer towers are needed for Village Office.
- Schramm reported that computers in the squad need to be evaluated as they may need to be replaced.

DISCUSSION/ACTION ON 2026 PUBLIC EMPLOYEE BENEFITS:
Health insurance update: If all full time employees selected Village health insurance; cost for 80% Village contribution would be $282,296 and $289,354 for 82% contribution, an overall increase of $7,058.
Dental insurance: Using the 2025 rates, the total yearly cost is $4,485 of which the Village contribution is 50%.
Life insurance: Using the current rates, which change in July of each year based on employee age and previous year's reported wage, the total cost is $2,938 for all full-time employees. The Village currently pays 100% of life insurance policies.
Motion Anderson second Miller to contribute 82% of the lowest health insurance plan for Grant County, continue contributions of 50% for dental insurance and 100% contribution for life insurance. **Motion carried.**

DISCUSSION ON EVALUATION PROCESS FOR EMPLOYEES:
The following were discussed:
- The form that is being used
- Using a form that is point based
- Increases – percentage versus dollar amount
- Who evaluates who
- When the evaluations are completed, what is that information used for

After discussion, Trustee Seifert will provide the Board at the October 7th meeting with samples of evaluations.

CLOSED SESSION MATTERS:
Motion Seifert, second Meyer to adjourn into closed session to discuss: process for hiring Police Officer, work hours, 2026 employee compensation and discussion with Office personnel pursuant to Wis. SS 19.85(1)(c) and update on revolving loan payments pursuant to Wis. SS 19.85(1)(e). **Roll call vote: Yes-**Seifert, Weiderholt, Meyer, Anderson, Hill, Miller and Imhoff. **No-**none. **Motion carried.**

Wardell, Curtis, Doudna, Louis and Schramm left at this time. Curtis, Doudna, Louis and Schramm came back to closed session at separate times.

Work hours: Johnson informed the Board that she will be having time away from the Office for appointments and would like approval to work from home or come into the Office outside of normal office hours. The Board agreed with the flex time to make up time off for appointments.
Met with Office Personnel: The Board met individually with Curtis, Doudna and Louis.
Process for hiring Police Officer: Chief Schramm met with the Board to discuss Officer wages, vacancies in the Muscoda area and recruitment.

RETURN TO AND RECONVENING IN OPEN SESSION:
Motion Anderson, second Miller to reconvene in open session. **Roll call vote: Yes-**Seifert, Weiderholt, Meyer, Anderson, Hill, Miller and Imhoff. **No-**none. **Motion carried.**

ACTION IF ANY, AND IF REQUIRED BY LAW TO BE TAKEN IN OPEN SESSION:
Motion Miller, second Seifert to authorize a wage scale of $32-$37 for starting Police Office. **Roll call vote: Yes-**Seifert, Weiderholt, Meyer, Anderson, Hill, Miller and Imhoff. **No-**none. **Motion carried.**

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

Cinda Johnson **Cinda Johnson, Village Administrator**