REGULAR MEETING – October 14, 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, Hill, Meyer, Seifert and Wiederholt. Also present: Wardell, Louis, Doudna, Curtis, Schramm, and Johnson.

PROOF OF PUBLICATION:
Motion Anderson, second Hill to accept Proof of Publication. **Motion carried.**

PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES (regular and special):
Motion Wiederholt, second Anderson to approve the minutes. **Motion carried.**

DISCUSSION ON SALE OF INDUSTRIAL PARK PROPERTY-PRICE, LISTING OPTIONS, ETC.:
Ron Brisbois, Grant County Economic Development Director was present to discuss how the Village land is being marketed. Brisbois stated that he had it listed on Locate Wisconsin and LOIS. He encouraged that signage be placed for advertising, Wiederholt stated it could be placed at his location on South Howard Street. Also recommended getting drone footage for marketing as well. There was discussion on contract language for sale of property, "claw back" provisions, construction time, etc., Bart Nies of Delta 3 Engineering suggested we reach out to Westby as they have some great examples of verbiage.

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:
a. Proposed Regional Stormwater Control Plan: Award of Constructions Bids: Nies reported that that there were six (6) bids received for this project. He reviewed the plans of the Project and components; construction bids; estimated opinion of probable costs; and Tax Incremental Financing District (TID) #5 funding for the Proposed Regional Stormwater Control Plan Project. **Motion** Anderson, second Wiederholt to award Contract #1 – Stormwater Facility Construction to Meise Construction for $217,763.53. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt, Seifert, and Imhoff. **No-**none. **Motion carried.**
b. Proposed Improvements-Downtown Parking Lot: Nies gave the Village Board a Construction Progress update for the Proposed Improvements – Downtown Parking Lot Project. **Motion** Anderson, second Meyer to approve Pay Application #1 G-Pro Excavating's for the – Downtown Parking Lot Project. **Motion carried.**
c. Proposed School Forest Subdivision: Approve Plans, Specifications, Estimates and Construction Phasing: Nies discussed the Project layout, number of lots, curb, gutter and other public utilities (there is no planned sidewalk), estimated opinion of probable costs, TIF #4 funding, phasing of construction versus construction of entire subdivision, probable Riverdale Schools' property annexation, and estimated Project schedule. **Motion** Seifert, second Hill to approve the plans, specifications, and estimates authorizing Delta 3 Engineering to proceed with construction bids for the Proposed School Forest Subdivision Project. **Motion carried. Motion** Seifert, second Meyer to prepare bid documents with base bid for Phase 1 construction which is located property along County P and west of Grant County Communication Tower with an alternate bid for construction of entire Proposed School Forest Subdivision Project. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt and Seifert. **No-**none. **Motion carried.**
d. Removed from agenda-same as (a)
e. Amendment to tree / shrub ordinance: Chief Schramm reviewed the current ordinance with his recommendation of not changing this ordinance.
f. Condition of property at 1107 N 3rd Street: Chief Schramm updated the Village Board on the condition of the property, unregistered vehicles, and multiple contacts with property owners with no

progress being made. **Motion** Anderson, second Wiederholt to proceed with abatement process at 1107 N 3rd Street. **Motion carried.**

g. Scot Industries Development Agreement. Continue to work on agreement.

h. Muscoda Chamber update on expenses and contributions for Historical Mile Project. No one was present.

i. 2026 Proposed Fire District Budget and quarterly report: Proposed Fire District budget shows an overall increase of $6,621 or 2.66%. **Motion** Anderson, second Meyer to accept the Proposed Muscoda Fire District budget of $255,621.00. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt and Seifert. **No-**none. **Abstained-**Imhoff. **Motion carried.**

j. 2026 Proposed Budget information: Administrator Johnson spoke briefly on the timeline for submitting the budget and scheduling of budget meetings.

k. Wage study information, pay scales, job descriptions. Administrator Johnson has not heard back from her League contact after emailing them.

l. Seasonal campsite applications Insurance costs for public employees: No new applications.

m. License applications: Operators licenses; **Motion** Seifert, second Meyer to approve the applications for Operator's and grant licenses to: Makenna Gieck and Natascha Wilkinson **Motion carried.**

n. Appointment to Planning Commission: Johnson explained that an advertisement was placed in the paper but no one responded to serve on the Commission.

o. Establishing Police Sergeant position pay scales, job descriptions: The Sergeant position was approved at the October 7th Special meeting.

p. Contract with WPPI Energy for energy assistant services. Superintendent Wardell came back from WPPI with information on a new service WPPI is offering. The contract would allow WPPI to accept and submit the information requested by the energy assistance offices on our current customers. **Motion** Seifert, second Meyer to approve the contract with WPPI for services related to energy assistance requests from various agencies at no cost to the Village. **Motion carried.**

CHAMBER OF COMMERCE REPORT: Superintendent Wardell stated the Fall Opener was successful.

FESTIVAL COMMITTEE REPORT: The Festival report for September 8, 2025 as distributed. **Motion** Meyer, second Seifert to accept the minutes. **Motion carried.**

LIBRARY BOARD REPORT: Minutes from August 20th were included in packets. A meeting was held on August 20th and mostly discussed the irrigation and sodding project. A meeting was held on October 8th, and minutes will be available next month.

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

Several Village Officials and staff attended the September Economic Development meeting held at Hide Away with a tour of Chiasson Smoke. Imhoff will get the contact information for the Economic Develop Staff he met. Superintendent Wardell noted that the annual MEUW dinner meeting held at Cuba City was attended by several from the Village. The next Economic Development meeting will be held on October 22 in Dickeyville, with departure at 3:30pm with a tour of A.Y. McDonald Industries. **Motion** Anderson, second Seifert to authorize attendance at the monthly Economic Development meeting by Board members and/or other staff. **Motion carried.**

POLICE REPORT:

Chief Schramm submitted his monthly report. Update on the letter sent out on electric bikes and establishing an ordinance to regulate them. Lots of activity at the schools: vaping and truancy are most of the calls. Fleischauer went to training and hit something in the road causing damage to her vehicle, looking at grants for PBTs, attending job fair in Richland Center on November 5 at the Community

Center, and continue to have issues with Squad 2. **Motion** Meyer, second Hill to accept the Police Report. **Motion carried.**

SUPERINTENDENT REPORT:
Superintendent Wardell submitted his monthly report. Received a call from Saint Peters Lutheran Church requested a handicap parking spot, saw no issues with the request. His laptop needs to be replaced. Public Power week is October 6th. Muscoda will be doing an event on October 9th from 3-6 with burgers cooked by the American Legion. **Motion** Meyer, second Wiederholt to approve Superintendent's Report. **Motion carried.**

ADMINISTRATOR CLERK TREASURER REPORT:
Administrator Johnson submitted her monthly report. Updated Board on trainings attended and cross training of Office Staff, Board of Review is scheduled for October 15th, and budget processing. **Motion** Anderson, second Meyer to accept the Administrator Clerk report. **Motion carried.**

PAYMENT OF INVOICES:
Motion Anderson, second Hill to approve the invoices as presented. **Roll call vote: Yes-** Hill, Anderson, Meyer, Wiederholt, Seifert, Meyer and Imhoff. **No-**none. **Motion carried.**

CLOSED SESSION MATTERS:
Motion Anderson, second Meyer to adjourn into closed session to discuss employee medical leave, review of Police Officer Applications and Sergeant compensation, action on resignation/retirement of Administrator Clerk, review employee evaluations, set compensation for 2026 public employees, discussion with public employees, 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, Wiederholt, Meyer, Anderson, Hill, and Imhoff. **No-**none. **Motion carried.**

Due to a potential conflict of Interest, President Imhoff excused himself after the discussion on the resignation of Administrator Johnson.

Wardell, Schramm, Curtis, Doudna and Louis left at this time.

Motion Seifert, second Hill to appoint Wiederholt Chair for the remainder of the meeting. **Roll call vote: Yes-** Hill, Anderson, Meyer, Wiederholt, Seifert, and Meyer. **No-**none. **Motion carried.**

Administrator Clerk Cinda Johnson presented her letter of resignation effective the end of March, 2026.

Imhoff and Johnson left at this time.

The Board discussed the closed session matters and also met with Wardell and Schramm.

RECONVENE TO OPEN SESSION:
Motion Anderson, second Hill to reconvene in open session. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt, and Seifert. **No-**none. **MOTION CARRIED.**

ACTION ITEMS:
Resignation/Retirement of Administrator Clerk.
Motion Seifert, second Hill to accept letter of resignation/retirement of Cinda Johnson effective March 30, 2026. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt, and Seifert. **No-**none. **Motion Carried.**

Motion Seifert, second Meyer to vote on individual raises for 2026:
Superintendent Wardell to $50.25 per hour. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt. **No-**Seifert. **Motion Carried.**
Lineman Ekleberry to $45.75 per hour. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt. **No-**Seifert. **Motion Carried.**
Lineman to $45.75 per hour. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt. **No-**Seifert. **Motion Carried.**

Seifert to withdraw earlier motion to vote individual, second Meyer. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt, and Seifert. **No-none**. **Motion Carried.**

Motion Anderson to give the rest of employees an increase of $5.00 across the board, second by Hill. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt, and Seifert. **No-none**. **Motion Carried.**

Motion Seifert, second Meyer to set Sergeant pay up to $40.00 per hour. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt, and Seifert. **No-**none. **Motion carried.**

Motion Anderson, second Hill to have Chief Schramm post for sergeant position with wage dependent on qualifications but not past wages. **Roll call vote: Yes-**Hill, Anderson, Meyer, Wiederholt, and Seifert. **No-**none. **Motion carried.**

Revolving Loan payments: All loans are current.

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

Cinda Johnson

Cinda Johnson, Village Administrator