REGULAR MEETING – December 09, 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, Miller, Seifert, and Wiederholt. Also present: Wardell, Louis, Curtis, Doudna, Schramm, and Johnson.

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

PLEDGE OF ALLEGIANCE.

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

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:
a. Repairs to public sidewalks: Due to the winter season, sidewalks will be looked at in the Spring of 2026.
b. 2026 Skid steer lease: Proposal was received from Simpson Tractor for $8,250. **Motion** Anderson, second Meyer to lease a skid steer from Simpson Tractor for $8,250 for 2026. **Motion carried.**
c. 2026 authorized wage rates: Johnson presented the authorized wages for 2026 as set at previous budget meetings. **Motion** Anderson, second Hill to approve the authorized wages as presented. **Motion carried.**
d. 2025 annual MEUW Safety Director reports: MEUW Safety Director Steve Eller presented a written recap of training for 2025. **Motion** Anderson, second Meyer to accept the 2025 MEUW safety report as presented. **Motion carried.**
e. Review of Employee Emergency Call Policy: Per the Policy, it is to be reviewed each year. Johnson suggested that instead of report being reviewed annually that it be reviewed only if issue(s) arises. **Motion** Wiederholt, second Seifert to accept the employee emergency call policy as written from previous year and that it only be reviewed by the Village Board if issues arise. **Motion carried.**
f. Establishing policy for employees to "donate" accumulated paid time off to other employees: Johnson presented a proposed "voluntary donation of paid time off to another employee" policy. The purpose of this policy; if there were a medical emergency, either the employee or a member of the employee's family, that it's likely the employee will be absent from work for a prolonged period and the employee has no paid time off. **Motion** Meyer, second Seifert to approve the voluntary donation policy as it relates to employees time off during a medical emergency. **Motion carried.**
g. Appointment of Election Inspectors: Johnson presented the list of Election Inspectors. **Motion** Seifert, second Anderson to approve the appointment of election inspectors for 2026-2027. **Motion carried.**
h. Update on Cemetery Information Management System program: Johnson updated the Village Board on the progress of the cemetery contract. She has not submitted it, after a Zoom it became clear that the information the Village needs to provide will involve additional time. Anderson suggested that we submit what was requested and will follow up with them and report back.
i. Participation in 2026 Riverdale Career Fair: **S**chramm and Wardell are signed up to attend. Wardell stated that Ekleberry will be attending on behalf of the Utility Department. Office Staff may also attend.
j. Seasonal Campsite applications: None
k. License applications: None.
l. Purchase snowblower for Library: Wardell explained that the Library has asked for a snow blower. It was noted that if the sod was placed at the height as directed by Village Board, which was below the sidewalk height, there wouldn't be a discussion on the purchase of a snow blower. The Village Board asked that Wardell get pricing on the equipment and bring it back to the next meeting, January 13, 2026.
m. Replace blower motors at wastewater lagoon: Wardell presented the blower and motor replacement quote from B&M Technical Services, Inc. for $14,999.00. **Motion** Hill, second Seifert to approve

purchase of the blower and motor from B&M Technical Services, Inc. for $14,999.00. **Roll call vote: Yes-**Miller, Seifert, Anderson, Hill, Wiederholt, Meyer, and Imhoff. **No-**none. **Motion carried.**

n. Amending employee manual as it relates to paid time off (vacation, personal days, holidays and sick leave): Johnson explained that this was discussed at a previous Special meeting regarding Police Officer applications. **Motion** Seifert, second Miller to match Grant County's paid holidays by adding the second half of Good Friday (4 hours) and Veterans Day for employees. Also update the manual to reflect the current practice of offering paid time off upon hire. **Roll call vote: Yes-**Seifert, Wiederholt, Meyer, Anderson, Hill, Miller, and Imhoff. **No-**none. **Motion carried.**

o. Village contribution for health insurance: This was placed on this agenda after a Special meeting discussing Police Officer job applications. The Board discussed the health insurance for 2026, and employee premium is similar to 2025, no changes were made.

p. Calculation of pay for Police Officers working on paid holiday: Schramm stated that he didn't need anything in closed session regarding his departments open positions. He spoke about the surrounding areas and holiday pay. He'd like to see the Police Department paid at time and a half plus 8 holiday hours when the Officer works a holiday. He would also like guidance on reposting those open positions. **Motion** Siefert, second Wiederholt to pay the Police Officers time and a half plus the regular holiday pay when the Officer works on a paid holiday. **Roll call vote: Yes-**Seifert, Wiederholt, Meyer, Anderson, Hill, Miller, and Imhoff. **No-**none. **Motion carried.**

Motion Wiederholt, second Meyer to post both Police Department positions; Police Officer at $31-$36 per hour and Sergeant position at $36-$40 per hour, with sign on bonus to stay at $5,000.00 payable at $2,500.00 after one year and the other $2,500.00 payable after the second year. The posting will be for 30 days, reviewing at the next meeting. Schramm will visit training schools such as Fennimore, Lacrosse, and Sparta seeking applicants. **Motion carried.**

*****Due to an error on the Municipal Levy worksheet that was approved on December 2, 2025, a corrected Municipal Levy Worksheet, General Fund budget and mill rates need to be considered for approval.**

q. Municipal Levy Limit Worksheet-previous years unused amount: Johnson requested the approval of the Levy Limit Worksheet unused portion of $861, Section B. **Motion** Meyer, second Anderson approve the Municipal Levy Limit Worksheet using Section B with an increase in of $861. **Roll call vote: Yes-**Miller, Hill, Anderson, Meyer, Wiederholt, Seifert, and Imhoff. **No**-None. **Motion carried.**

r. Corrected General Fund budget: **Motion** Anderson, second Meyer to approve the corrected general fund budget with a levy of $905,134. **Roll call vote: Yes-**Miller, Hill, Anderson, Meyer, Wiederholt, Seifert, and Imhoff. **No**-None. **Motion carried.**

***s. Corrected Tax Levy/mill rates*: Motion** Meyer, second Anderson to approve the corrected mill rate: Grant County of $17.11 per $1,000 of valuation and for Iowa County of $11.71 per $1,000 of valuation. **Roll call vote: Yes-**Miller, Hill, Anderson, Meyer, Wiederholt, Seifert, and Imhoff. **No**-None. **Motion carried.**

CHAMBER OF COMMERCE REPORT: Wardell reported that Chamber Officers remain the same and Citizen of the Year is Joe and Katy Bailey.

FESTIVAL COMMITTEE REPORT: The next meeting is set for Tuesday, January 6th at 5pm.

LIBRARY BOARD REPORT: Miller talked briefly about the budget increase and the approval of adding additional staff members. Imhoff is curious about how the Library Board is structured and their authority. He is going to contact Attorney Wood for information.

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

The December Annual meeting was attended by Imhoff, Curtis and Johnson at SWTC. Muscoda will be hosting the meeting in July 2026.

POLICE REPORT:
Chief Schramm submitted his monthly report. He stated he will wait until Spring to address the Walmer property. **Motion** Miller, second Meyer to accept the Police Report. **Motion carried.**

SUPERINTENDENT REPORT:
Superintendent Wardell submitted his monthly report. He and Dilley will be attending the MEUW Conference in Wisconsin Dells January14-15, 2026. **Motion** Anderson, second Hill to approve Superintendent's Report and attendance at the MEUW annual conference in January. **Motion carried.**

ADMINISTRATOR CLERK TREASURER REPORT:
Administrator Johnson submitted her monthly report. **Motion** Miller, second Anderson to advertise in the Progressive for the wrestlers, close the meal site and ARPA banks accounts and employees will have their annual Christmas luncheon on December 23 at noon, and 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, Miller, Wiederholt, Seifert, and Imhoff. **No-**none. **Motion carried.**

CLOSED SESSION MATTERS:
Motion Meyer, second Anderson to adjourn into closed session to talk with office staff pursuant to Wis. SS 19.85 (1)(c) and update on revolving loan payments and Plan Commission Report potential sale of Industrial Park Land pursuant to Wis. SS 19.85(1)(e). **Roll call vote: Yes-**Seifert, Wiederholt, Meyer, Anderson, Hill, Miller, and Imhoff. **No-**none. **Motion carried.**

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

ACTION ITEMS:
Motion Miller, second Anderson to approve the Planning Commission Report with correction. **Roll call vote: Yes-**Seifert, Wiederholt, Meyer, Anderson, Hill, Miller, and Imhoff. **No-**none. **Motion carried.**

Motion Anderson, second Wiederhold to accept offer by Oechsner's to purchase the 3.69 acres located on Howard Street/Old County P, Lot #2 at $10,000.00 per acre totaling $37,000.00. **Roll call vote: Yes-**Seifert, Wiederholt, Meyer, Anderson, Hill, Miller, and Imhoff. **No-**none. **Motion carried.**

Motion Anderson, second Meyer to set the office assistant interviews for Tuesday, December 16th from 5pm-7pm. **Motion carried.**

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

Cinda Johnson

Cinda Johnson, Village Administrator