REGULAR MEETING – March 10, 2026

President Imhoff called the joint meeting of the Muscoda Village Board and Plan Commission to order at 5:30pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Hill, Meyer, Seifert, Imhoff, and Bowers. Also present: Wardell, Louis, Curtis, Doudna, Peterson, Schramm, and Johnson.

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

PLEDGE OF ALLEGIANCE.

DISCUSSION AND RECOMMENDATION:

a. **Petition to rezone from Commercial to Industrial on Block 156 (231 S Wisconsin Ave-Riverdale Ag).** John Weiderholdt spoke on behalf of Riverdale Ag. They wish to have the property rezoned to industrial to follow the zoning of all their other property. They hope to take down the old mill and rebuild a new building to store seed. There were citizen comments and concerns about the request to rezone given so close to residential properties, dust, debris, and possible additional truck traffic. **Motion** Anderson, second Bower to recommend to the Village Board to rezone property at 231 S Wisconsin Ave from Commercial to Industrial. Roll call vote: Bower, Anderson, and Imhoff. **No-**none. **Motion carried.**

b. **Draft convenance for the new residential subdivision.** Imhoff opened discussion for the Board and Plan Commission to review the draft that was presented. Each section was reviewed, there were changes made, along with definitions and current ordinance compliance. The material will be redrafted and presented at the next Plan Commission meeting.

ADJOURNMENT OF PLAN COMMISSION: Motion Anderson, second Bower to adjourn the meeting. **Motion carried.**

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

Appearance: Dan Behrens on permitting Food Trucks. Behrens discussed several nearby areas and the processes they use to permit food trucks, recommending that we review those requirements.

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

a. Rescind motion from February 10, 2026, meeting relating to the new industrial park sign: Imhoff updated the Board that for the Village to move forward with the addition of arrows to the sign, Attorney Wood recommended it be placed on the agenda as listed, if requested by a Board Member. Hill requested the agenda item. **Motion** Hill, second Anderson to rescind the motion from the February 10, 2026 meeting on the purchase of the "land for sale", sign. **Roll call vote: Yes-**Hill, Anderson, Meyer, Seifert and Imhoff. **No-**none. **Motion carried.**

b. Directional sign for new industrial park land: **Motion** Hill, second Anderson to change the sold section of the sign to green, adding the two requested arrows, purchasing 3 single side signs from BL Signs. **Motion carried.**

c. Early Bird Pool Registration: Johnson asked if the Board wanted to offer the $10 early bird registration for the pool and that the Clerk and/or Deputy Clerk can authorize this in the future unless the discounts amount changes. **Motion** Seifert, second Meyer to approve the $10 early bird registration for the pool and that the Clerk and/or Deputy Clerk can authorize this in the future unless the discounts amount changes. **Motion carried.**

d. Additional advertising for pool employment: Currently not enough applications to open pool. **Motion** Seifert, second Meyer to advertise again for applicants, and call previous staff about applying for the 2026 season. **Motion carried.**

***e. Updated Capitalization Policy*:** Johnson updated policy at the request of the Bill Moilien, Audit Supervisor at Johnson Block from $5,000.00 to $10,000.00. **Motion** Anderson, second Meyer to adopt the updated the Capitalization Policy from $5,000.00 to $10,000.00. **Motion carried.**

f. Write off old delinquent personal property: Request to the Board that the Village writes off the old delinquent personal property in the amount of $490.12 from eight to ten years ago. **Motion** Seifert, second Meyer to approve the Village writing off the $490.12 of old delinquent personal property debt. **Roll call vote: Yes-**Seifert, Meyer, Anderson, Hill and Imhoff. **No-** none. **Motion carried.**

g. Partial Park acquisitions for ADA Ramps (Hwy 80 reconstruction project): DOT is requesting use of land around all the handicap ramps to make them wider along Wisconsin Avenue. **Motion** Meyer, second Hill to approve the use of Land by the DOT for widening the ADA Ramps along Wisconsin Avenue at the corner of Wisconsin Ave and Front St, Wisconsin Ave and Elm St, and Wisconsin Ave and River Road. **Motion carried.**

h. Petition regarding outdoor wood stove smoke ordinance – 903 N 5th St.: Schramm reported on the Petition submitted by neighbors of resident at 903 N. 5th Street, Muscoda with the complaint of items being burned and how low the smoke sets in the area. Schramm is looking for guidance on how the Village Board would like to proceed. **Motion** Anderson, second Hill to work with Attorney Wood on requesting that only dry wood be burned and the smokestack is extended on the woodstove. **Roll call vote: Yes-**Seifert, Meyer, Anderson, Hill and Imhoff. **No-** none. **Motion carried.**

i. Development of Officer Wellness Program: Schramm would like to see the Board adopt the proposed Officer Wellness Program. Several surrounding areas have or are adopting the program. He stated the League offers $1,000.00 per year for the program. **Motion** Seifert, second Meyer to approve the Officer Wellness Program and working with the League for reimbursement. **Motion carried.**

j. Condition of property at 1107 N 3rd St and other locations: Schramm stated that Officer Kate Fleischauer is currently working on this and is in contact with property owner. He stated there are others in the Village but will tackle one at a time.

k. Babb Contract for Cemetery lawn service: Tyler Babb submitted a maintenance agreement. **Motion** Meyer, second Seifert to approve the $400.00 for each mow, communicating with Superintendent Wardell on the needs, flat rate of $400.00 for each spring and fall cleanup and 16 hours at $50 per hour for the pruning and vegetation management. **Motion carried.**

l. Babb Contact for Library lawn service: Imhoff mentioned that his number was given to Tyler regarding this topic. Imhoff told him just to submit the numbers for the Board to review given no one has spoken to the Library Board. Wardell noted that they do have someone contracted for some of the services needed but will talk to David Baumann about pricing and needs if the Board approves. **Motion** Seifert, second Meyer to approve Tyler Babb with Babb Lawn Care to mow the library once per week unless instructed otherwise by Wardell and/or Baumann. **Motion carried.**

m. Retirement Stipend for Cinda Johnson: In the past stipends of $500 have been given to staff that retire. **Motion** Anderson, second Meyer to approve the $500 stipend for Cinda Johnson. **Motion carried.**

***n. Determining eligible employees' family members' bereavement pay*:** The Village's current practice is to donate a $100 memorial to employees or board members family upon a death. **Motion** Meyer, second Hill to approve the "Memorial Recognition Policy" as presented. **Motion carried.**

o. Staff training, license and certification schooling update: The Board was presented with a listing of trainings currently scheduled for staff. Wardell mentioned there will be several other items once announced that his staff will be required to do for their certifications and licenses.

p. Appointment to Plan Commission: Imhoff recommends Dorothy Hackl be appointed to the Plan Commission for the seat that had been vacant. **Motion** Anderson, second Hill to appoint Dorothy Hackl to the Plan Commission. **Motion carried.**

q. Seasonal Campsite applications: No new current application with eight sites open.

r. License applications: No new applications, licenses or permits at this time.

s. Donation to Muscoda Mudcats Baseball team: The team is looking for donations. **Motion** Hill, second Anderson to donate $300.00 to the Muscoda Mudcats Baseball team. **Motion carried.**

CHAMBER OF COMMERCE REPORT: Wardell stated the meetings will now be quarterly and that they will accept the money donated by the Mushroom Festival.

FESTIVAL COMMITTEE REPORT: Meeting is set for Tuesday, March 24, 2026, at 5pm. **Motion** Anderson, second Seifert to accept the minutes presented. **Motion carried.**

LIBRARY BOARD REPORT: No update outside of the December minutes that were in the packets.

REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS AND ACTION ON ATTENDANCE AT VARIOUS MEETINGS:
No meeting was attended in February. The next Economic Development Meeting speaker will be Michale Walsh, Platteville Main Street Director, Great Platteville Area Rooftop Solar Group Bar, with dinner at the Hideaway Bar & Grill in Boscobel. **Motion** Hill, second Seifert to authorize attendance at the monthly Economic Development meeting by Board members and/or other staff. **Motion carried.**

POLICE REPORT:
Chief Schramm provided copies of monthly police report that were included in packets. He stated Western Tech has first year students; the radios will be online this month and that the part-time officer is doing well. **Motion** Seifert, second Meyer to approve the police report. **Motion carried.**

SUPERINTENDENT REPORT:
Superintendent Wardell presented his report. Wardell reported that the storm took out one pump in Lift one at the cost of $23,770.00 from B&M Technical Service, Inc. A second pump has bearings that are going out which carries 70% of the Village sewage. **Motion** Hill, second Meyer to purchase two pumps, one via insurance claim with deductible and the other at Village expense. **Roll call vote: Yes-** Hill, Meyer, Anderson, Seifert, and Imhoff. **No-**none. **Motion carried.** **Motion** Meyer, second Seifert to approve Superintendent Report. **Motion carried.**

ADMINISTRATOR CLERK TREASURER REPORT:
Administrator Johnson presented her report. **Motion** Hill, second Meyer to approve the Administrator report. **Motion Carried.**

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

CLOSED SESSION MATTERS:

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

ACTION ITEMS:
Motion Hill, second Meyer to proceed with the land sale to Mike Downey, amending the offer with Mike Downey to exclude the ten year buyback provision. Also excluding the zoning requirements, land use approval permits and map of property. **Roll call vote: Yes-** Hill, Meyer, Anderson, Seifert, and Imhoff. **No-**none. **Motion carried.**

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

Carla Doudna

Carla Doudna, Village Administrator/Clerk