REGULAR MEETING – May 12, 2026

President Imhoff called the meeting of the Muscoda Village Board and Public Hearing to order at 6:00pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Hill, E Johnson, Meyer, Seifert, and Wiederholt. Also present: Wardell, Louis, Doudna, and Schramm.

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

PLEDGE OF ALLEGIANCE.

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

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

a. ***Proposed Regional Stormwater Control Plan- Neise Construction, Inc. – Pay Application #1:*** Motion Anderson, second Meyer to pay the Meise Construction Pay Application #1 for $140, 075.45. **Roll call vote: Yes-** Johnson, Seifert, Meyer, Anderson, Hill, Wiederholt, and Imhoff. **Motion carried**.
b. ***Ordinance regarding the annexation of property owned by the Riverdale School District from the Town of Muscoda to the Village of Muscoda:*** Motion Anderson, second Hill to approve the Ordinance of Annexation for property owned by the Riverdale School District from the Town of Muscoda to the Village of Muscoda. **Roll call vote: Yes-** Johnson, Seifert, Meyer, Anderson, Hill, Wiederholt, and Imhoff. **Motion carried**.
c. ***Introduction of Resolution to Vacate Alleys in Block 152:*** Administrator Douda reviewed the request and process of the alley vacation in Block 152. **Motion** Seifert second Wiederholt to refer this to Plan Commission for review. **Motion carried**.
d. ***Ordinance relating to Food Trucks:*** The Village Board would like clarification from Attorney Wood on several items, bringing it back to the Board in June.
e. ***Amendment to Ordinance reducing the members of the Festival Committee:*** Motion Seifert, second Meyer to reduce the Morel Mushroom Festival Committee from seven (7) members to five (5). The committee structure will consist of three (3) Village Board Trustees and two (2) citizen members. **Roll call vote: Yes-** Johnson, Seifert, Meyer, Anderson, Hill, Wiederholt, and Imhoff. **Motion carried**.
f. ***DOT reconstruct curb ramps within Village at Railroad Memorial Park:*** Anthony Buerger the WisDOT project manager for the upcoming highway improvement project on STH 80 through the Village of Muscoda, reached out again. He had previously contacted the Village of Muscoda for concurrence on our proposal to upgrade curb ramps to meet current ADA (American Disabilities Act) standards at three locations of public recreation. These locations included: the Southeast quadrant of the intersection of E. Front Street and WIS 80 that abuts Railroad Park, Southeast quadrant of the intersection of E. Elm St. and WIS 80 that abuts Pickering Park, and the Northeast quadrant of the intersection of E. River Road and WIS 80 that abuts Muscoda Veterans Memorial Park. With the Village Board coordination received and appreciated on that communication. There has been an update to the design of the sidewalk ramp at the Southeast quadrant of the intersection of E. Front Street and WIS 80 that abuts Railroad Park and correction of the existing highway Right-of-Way at this location. These updates would require concurrence with the Village of Muscoda on the new attached letter that these improvements do not adversely impact on the adjacent property. **Motion** Meyer, **second** Johnson approves the request of the WisDOT noting the Board wished not to have it ruin any part of the Muscoda Mile Project that is in place in that location, having Administrator Doudna communicate that the WisDOT, and including the documents with the minutes. **Roll call vote: Yes-** Johnson, Seifert, Meyer, Anderson, Hill, Wiederholt, and Imhoff. **Motion carried**.

g. ***Building Inspector Report:*** Chief Schramm presented the Building Inspector Report. He will compile a list of properties categorized into three levels: (1) properties of concern requiring attention, (2) properties with issues that should be addressed but are not considered urgent, and (3) properties that do not require action at this time. Notification letters will be issued within four to five weeks. If no corrective action is taken following notification, the matter will be referred to the Village Attorney for further review.

h. ***Replacement of Sidewalks:*** Superintendent Wardell presented a request from Brownlee and Drone for sidewalk replacement under the Village of Muscoda's approved cost-sharing program. The homeowner will submit the contractor's invoice and proof of payment (cancelled check). Upon verification, the Village will reimburse 50% of the eligible shared expense. Motion Wiederholt, second Meyer to approve the request stated. **Roll call vote: Yes-** Johnson, Seifert, Meyer, Anderson, Hill, Wiederholt, and Imhoff. **Motion carried**.

i. ***Temporary closure of Second Street for Ball Tournament:*** BJ Hinkle is asking for approval to close Cedar Street to Division Street on June 4, 2026 from 3pm to 6pm for the sectional games being hosted in Muscoda. Superintendent Wardell has spoken to Brent Stedele and there is no issue. Motion Anderson, second Meyer to approve the request as stated above. **Motion carried**.

j. ***Temporary Closure of Streets for Morel Mushroom Festival:*** **Motion** Hill, **second** Anderson, to approve the request as depicted on the submitted map, with the exception that Mechanics Street and Second Street will remain open and be used for parade lineup purposes. The approved map shall be included as part of the official meeting minutes. **Motion carried.**

k. ***Change to August Board Meeting:*** Administrator Doudna is requesting the meeting date be moved due to the August 11th, 2026, Election and that August 10th not be selected due to set up. **Motion** Seifert, **second** Meyer to move the Village Board Meeting to Wednesday, August 13th at 7pm. **Motion Carried.**

l. ***Appointments to Boards/Committees/Commissions:***
   - ***a.*** Muscoda Housing Authority; Peter Victora reappointed to a 5 yr term ending January 2031.
   - ***b.*** Board of Appeals; Karen Ernst will replace Ercill Faga finishing out his term until May 2027, Robert Bowers and Jan Portwine reappointed to a 3yr term ending May 2028.
   - ***c.*** Plan Commission; David Wiederholt reappointed to his 2 yr term position ending May 2028, Robert Bowers was reappointed to a 3yr term ending May 2029, and Dorothy Hackl filled a vacant seat for the remaining time ending May 2027.
   - ***d.*** Police Committee; Jeff Anderson was replaced by Jon Hackl for a 3yr term until May 2029.
   - ***e.*** Finance/Economic Develop; Appointments of Larry Anderson, Mike Hill, Eric Johnson, and Doug Meyer with two vacant citizen seats open.
   - ***f.*** Festival; Appointments of John Imhoff, Eric Johnson, Kim Seifert, and Mike Hill as an alternate and two vacant citizen seats open.
   - ***g.*** Library; Appointment of Doug Meyer.
   - ***h.*** Grant County Economic Development; Appointment of Eric Johnson, Cinda Johnson, with one vacant seat.
   - ***i.*** Fire District; Reappointments of Joanne Wiederholt.
   - ***j.*** Plan Commission; Appointments of John Imhoff, Dave Weiderholt and Larry Anderson.
   - ***k.*** Weed Commissioner; Appointment of Superintendent Troy Wardell.

m. ***Seasonal campsite applications:*** Deputy Clerk Louis stated that there was one permanent site left.

n. ***License applications; operators, temporary Class B picnic, temporary operator.*** **Motion** Seifert, **second** Meyer to approve applications and grant licenses for the operator applications and special class B- American Legion – Burgers in the Park, Mushroom Festival and Muscoda Snow Sports along with original application for Buck Valley Saloon. List attached. **Motion carried.**

o. ***Hiring Process;*** Board did not want to make any changes to the existing hiring process.

p. ***Review of Globe Life.*** Deputy Clerk Louis spoke about the difficulties with Globe Life, issuing invoices to employees, signing up employees for plan they didn't ask for or approve, and invoicing the Village incorrectly. Deputy Clerk Louis would like to look around for other options to offer the employees or possibly change this to employees being invoiced directly from them taking us from per-tax benefits. The Board instructed Deputy Clerk Louis to investigate options and give then an update for 2027.

q. ***Village Emergency Operations Plan.*** Chief Schramm presented this matter to the Board. He was asked about the current plan in place for the Village, given its age and the fact that it exists as an addendum within his policy manual. He emphasized the importance of reviewing and updating it. Imhoff reported that he had spoken with Jeff Hackl, noting concerns regarding a potential conflict of interest with the Fire Chief who also serves as the Emergency Management Director. Attorney Wood recommended contacting Grant County Emergency Management to request a possible template. Imhoff will follow up with Steve Braun and Jeff Hackl.

r. ***Posting signs on public property.*** Concern was raised that individual businesses/summer job posting were being placed on Village buildings. Board consensus was to post notices on Facebook and Village website regarding the public not posting material on public buildings or property.

CHAMBER OF COMMERCE REPORT: Superintendent Wardell stated that the Fall Opener is being discussed for September or October.

FESTIVAL COMMITTEE REPORT: E Johnson briefly reviewed the festival and said that no meeting has been scheduled yet. The plan is to wait for all the invoices to be done so the office can gather that information into a spreadsheet to show the revenues and expenditures. **Motion** Meyer, **second** Hill to accept the minutes presented. **Motion carried.**

LIBRARY BOARD REPORT: No one to report.

REPORT ON MEETINGS ATTENDED BY BOARD MEMBERS AND ACTION ON ATTENDANCE AT VARIOUS MEETINGS:
E Johnson and C Johnson attending the meeting in Cassville on the Data Center. The next Economic Development Meeting will be on May 27 at Castle Rock Inn with Bridget Schilling to discuss housing for farm laborers in the region. E Johnson, Seifert and C Johnson would like to attend. **Motion** Meyer, **second** E Johnson to authorize attendance at the monthly Economic Development meeting by Board members and/or other staff. **Motion carried.**

POLICE REPORT:
Chief Schramm talked about applications process for the departments open positions, might have some applicants for review. He and Officer Fleischauer are the only two working the weekend of the festival, parttime staff is not available. Briefly reviewed the Notice of Claim sent to the Village. Contact with the Village Attorney and the insurance company has been made. Department report was provided to the Board in the meeting packets. **Motion** Anderson, **second** E Johnson to approve the Police Report. **Motion carried.**

SUPERINTENDENT REPORT:
Superintendent Wardell reminded and invited the Staff, Board and significant others to the Public Power Dinner in Richland Center on Thursday, May 28 from 5:30pm to 7:30pm at the Ramada. Update on the siren given, all is working well. He plans to spray for mosquitoes if time allows before the festival and will have Peterson post on Facbeook and the Website with dates. Department report was provided to the Board in the meeting packets. **Motion** Meyer, **second** Weiderholt to approve Superintendent Report. **Motion carried.**

ADMINISTRATOR CLERK TREASURER REPORT:
Administrator Doudna requested approval for she and Deputy Clerk Louis to attend some virtual account workshops in the month of July. Department report was provided to the Board in the meeting packets. **Motion** Anderson, **second** Hill to approve the training in July and the Administrator Report. **Motion Carried.**

PAYMENT OF INVOICES:

Motion Anderson, **second** Wiederholt to approve the amended invoices presented that would include a $62.50 refund to Copper Lounge for relinquishing their alcohol license. **Roll call vote: Yes-** Hill, Meyer, Anderson, Seifert, E Johnson, Wiederholt, and Imhoff. **No-**none. **Motion carried.**

CLOSED SESSION MATTERS:

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

ACTION ITEMS:

Motion Seifert, **second** Anderson directing Administrator Doudna to meet with C. Johnson to review any remaining training needs, including budget procedures, general ledger balancing, and other related duties. Administrator Doudna and Deputy Clerk Louis will establish a timeline for the pending new hire following interviews for the Utility Clerk positions and will determine C. Johnson's final employment date, with the understanding that the separation will occur in June 2026. Administrator Doudna is directed to discuss expectations regarding professional reasonability with C. Johnson, specifically concerning discussions about her role with the Village, as concerns were raised to several Board members regarding conversations with members of the public. **Roll call vote: Yes-** Hill, Meyer, Anderson, Seifert, E Johnson, Wiederholt, and Imhoff. **No-**none. **Motion carried.**

No action on Police applications, revolving loan payments, or restated repurchase agreement.

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

Carla Doudna

Carla Doudna, Village Administrator/Clerk