

January 12, 2016 – Hackl called the Regular Meeting of the Village Board to order at 7:00pm in the Council Chambers of the Kratochwill Memorial Building. The following Village Trustees were present: Bartlett, Goplin, Pedley, and Prochaska. Also present Chief Schramm and Wardell.

PROOF OF PUBLICATION: MOTION Prochaska, second Bartlett. **MOTION CARRIED.**
PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES: MOTION Prochaska, second Wiederholt to approve the December 8th regular minutes. **MOTION CARRIED.**

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

- a. **Department of Administration Contract for Library Project:** Tabled, no contract received yet.
- b. **Update Town of Muscoda Maintenance Agreement for Shared Streets:** In 1996 an agreement was signed with the Town of Muscoda assigning responsibilities of certain streets that are split between the Village and Town on the south side of Muscoda. Buffalo Street east of Wisconsin was not discussed at that time as no homes were on that street. Now that there are improvements at the east end of Buffalo it needs to be discussed as to who will plow. It was decided that the Village plow the north half of Buffalo Street from Wisconsin to 2nd and the Town plow the south half.
- c. **Mobile Home Licenses:** MOTION Prochaska, second Bartlett to accept the license applications and grant mobile home licenses to Rux's Trailer Court and Evergreen Terrace. **MOTION CARRIED.**
- d. **DNR/Village of Muscoda Certified Survey Map:** No action taken.
- e. **Village of Muscoda/Meister Cheese/Scot Industries Certified Survey Map:** No action taken.
- f. **Scot Industries/Meister Cheese Certified Survey Map:** No action taken.
- g. **DOT Signage on Wisconsin Avenue and Speed Study:** Chief Schramm reported that the Department of Transportation (DOT) is looking into a designated school crossing at Grove Street and Wisconsin Avenue. This would reduce the speed from 25 to 15 when pedestrians are present. If the Village would like to have a speed study done in this area and going north; DOT will do that to see if speed should be reduced to 25 as there is more activity in that area with the Post Office and Medical Center. DOT will conduct the study and also pay for any new signs that are needed. **MOTION Prochaska, second Goplin to authorize a speed study on the northern portion of Wisconsin Avenue. MOTION CARRIED.**
- h. **Upgrades to Electric in Police Department:** Chief Schramm discussed increasing the number of outlets and other miscellaneous electric work in the Police Department. He also informed the Board that he moved his office to the back of the Police Department office and his former office will be used for storage, interviews and break area. The Board discussed the soundproofing and no decision was made. Two quotes received for the electric work: Electric Designs for \$1,250 and Strang's for \$1,525. **MOTION Prochaska, second Goplin to have Electric Designs do the upgrades to the electric in the Police Department for \$1,250.00 MOTION CARRIED.**

LIBRARY BOARD:

Minutes from the November 10th meeting were included in packets.

FIRE DISTRICT:

Meeting held in December.

CHAMBER OF COMMERCE: The senior citizen dinner is January 23rd.

GRANT COUNTY ECONOMIC DEVELOPMENT: no report

POLICE REPORT:

Chief Schramm submitted his monthly report. Officer McQuillan will be conducting DARE starting in February; the Department has become WIBERS Certified which is federal crime stats; and discussed installing tiles in the former Chief's office-estimated cost is \$200. **MOTION** Prochaska, second Bartlett to accept the report and tile the former Chief's office. **MOTION CARRIED.**

SUPERINTENDENT REPORT:

Wardell submitted his monthly report. Also reported that two of the trucks need tires. **MOTION** Prochaska, second Bartlett to accept the report and purchase the tires for the trucks. **MOTION CARRIED.**

ADMINISTRATOR CLERK-TREASURER REPORT:

Johnson submitted her monthly report and reported on attendance at Town of Pulaski meeting regarding the DNR transaction; continue to work on converting Code Book; the Village has been approved for Local Road Aid money for South 2nd Street reconstruction. **MOTION** Prochaska, second Bartlett to accept the report. **MOTION CARRIED.**

ACTION ON LICENSE APPLICATIONS: **MOTION** Prochaska, second Goplin to approve operator applications and grant license to Dystiny Dvorak. **MOTION CARRIED.**

ACTION ON PAYMENT OF INVOICES: **MOTION** Goplin, second Prochaska to approve payment of invoices as presented. **MOTION CARRIED.**

DISCUSSION AND ACTION ON LINE WORKER RESIGNATION: Kyle McCorkle resigned his position as Line Worker effective January 4, 2016.

DISCUSSION AND ACTION ON 2016 POOL DIRECTOR POSITION AND COMPENSATION: Done in closed session.

DISCUSSION AND ACTION ON HIRING A LINE WORKER: Done in closed session.

IF NECESSARY, DISCUSSION AND ACTION ON HIRING A STREET LABORER AND/OR GENERAL LABORER: Done in closed session.

IF NECESSARY, DISCUSSION AND ACTION ON WAIVING CERTAIN REQUIREMENTS OF THE EMPLOYEE MANUAL RELATING TO THE HIRING PROCESS: Done in closed session.

DISCUSSION AND POSSIBLE ACTION ON OFFER TO PURCHASE PROPERTY AT 219 N WISCONSIN AVENUE: Done in closed session.

CONSIDERATION OF ADJOURNING INTO CLOSED SESSION FOR DISCUSSION ON 2016 POOL DIRECTOR & COMPENSATION; HIRING A LINE WORKER; HIRING A STREET LABORER AND/OR GENERAL LABORER; AND DISCUSSION ON WAIVING CERTAIN REQUIREMENTS OF THE EMPLOYEE MANUAL RELATING TO THE HIRING PROCEDURE PURSUANT TO STATE STATUTE 19.85 (1)(c); AND DISCUSSION AND POSSIBLE ACTION OF OFFER TO PURCHASE PROPERTY AT 219 N WISCONSIN AVENUE PURSUANT TO STATE STATUTE 19.85 (1)(e).

MOTION Bartlett, second Prochaska to adjourn into closed session. **ROLL CALL: YES:** Goplin, Prochaska, Bartlett, Pedley and Hackl. **NO:** none. **MOTION CARRIED.**

RETURN TO AND RECONVENING IN OPEN SESSION:

MOTION Prochaska, second Bartlett to reconvene in open session. **ROLL CALL: YES:** Goplin, Prochaska, Bartlett, Pedley and Hackl. **NO:** none. **MOTION CARRIED.**

ACTION, IF ANY, AND IF REQUIRED BY LAW TO BE TAKEN IN OPEN SESSION ON CLOSED SESSION MATTER:

MOTION Prochaska, second Bartlett to offer the 2016 Pool Director position to Cheryl Miller at a salary of \$560.00 per week during the pool open season plus \$14.00 per hour for off season work up to a maximum of 20 hours and up to an additional 8 hours to teach CPR if needed. **MOTION CARRIED.**

MOTION Goplin second Pedley to waive section 105-Hiring Process of the employee manual. **MOTION CARRIED.**

MOTION Goplin second Prochaska to promote Kevin Ekleberry to Apprentice Line Worker with wage to be determine by State Apprentice Contract and with continuing education. **MOTION CARRIED.**

MOTION Prochaska second Goplin to promote Michael Hill to Street Laborer at a wage of \$15.67 per hour, continuing education, obtain Wastewater Certification within the next year, orientation period will be one year with evaluations every three months. **MOTION CARRIED.**

It was decided to advertise for the General Laborer with a wage to be determined on qualifications and experience.

ADJOURNMENT:

MOTION Prochaska, second Bartlett. **MOTION CARRIED.**

Cinda Johnson, Administrator Clerk-Treasurer