

November 9, 2016 – Hackl called the Regular Meeting of the Village Board to order at 6:30 pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Bartlett, Bindl, Goplin, and Wiederholt. Also present: Chief Schramm and Wardell. Miller arrived at 7:30.

PROOF OF PUBLICATION: MOTION Bartlett, second Anderson to accept the Proof of Publication. **MOTION CARRIED.**

PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES: MOTION Anderson, second Bartlett to approve the October 11th regular minutes and the October 18th, 22nd, and 25th Special Minutes. **MOTION CARRIED.**

SECOND CITIZEN PARTICIPATION PUBLIC HEARING TO DISCUSS THE LIBRARY EXPANSION PROJECT THAT WAS PARTIALLY FUNDED BY A COMMUNITY DEVELOPMENT BLOCK GRANT FOR PUBLIC FACILITIES (CDBG-PF):

Delta 3 Engineer Bart Nies was present to conduct the Second Citizen Participation Public Hearing for the Proposed Library Expansion Project. The upper floor of the new Library is approximately 6,700 s.f. with the lower level (basement) of 1,500 s.f. The Library building consists of: restrooms, office, front desk/circulation area, closets, janitor room, conference room, history room, two quiet rooms, library space, basement storage and shelving. Nies discussed the following:

- Existing Library space versus proposed new facility
- Ten parking stalls with one designated as handicapped and illuminated at night
- Sidewalk from parking lot area to front and employee entrance
- Street restoration and landscaping has been completed
- Working on conversion of existing (old) library into a Senior Citizen Center / Meal Site
- The Citizen Participation Plan for the Community Development Block Grant for Public Facilities (CDBG-PF) was explained
- Goals and objectives of the CDBG program
- Estimated Project Cost was \$1,200,000; the estimated final project cost at \$1,239,500
- Funding: Awarded \$500,000 from CDBG funds which will be used to benefit the low and moderate income persons of the area; \$500,000 Commitment from the Village General Fund with the balance from contributions and donations
- Community Development and housing needs were addressed
- No persons were displaced during this project
- Final punch list items are being completed with final completion on November 30, 2016

MOTION Bindl, second Goplin to close the Second Citizen Participation Public Hearing. **MOTION CARRIED.**

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

a. Adoption of updated Capital Improvements Plan: Engineers Nies and Bailie reviewed the Capital Improvements Plans. The Plan was updated after the tour of the facilities and the number one item will now be the remodeling/upgrading of the old library to the Senior Citizen Area and meal site. Bailie explained the estimates for this upgrade include appliances, electric upgrade and plumbing. The estimated cost is \$23,500. The projects in the Plan can be moved around based on need changes. **MOTION** Anderson second Bartlett to update the Capital Improvements Plan. **MOTION CARRIED**

b. Proposed test well and water improvements: Engineer Nies explained that it is not a requirement of the DNR to construct a test well but it benefits the Village as it will show quantity and quality of water at a specific location. When bid specifications are drawn up for the well house and well, the Village will know size of building, what if any chemicals are needed to treat the water. Without a test well, the Village is doing a construction project with many unknowns and possible change orders would be needed-larger building, deeper well, more chemicals, etc. The well on 2nd Street is considered an emergency well only.

c. Delta 3-Library Facility Progress Report: Engineers Bart Nies and Joe Bailie were present and updated the Board on the progress of the project. On November 1st a walk-thru of the project was done with a punch list of items that needed attention. The next walk-thru is scheduled for November 15th at 10am. One of the items that was discussed during the walk-thru was a possible need for a door under the cabinet by a shelf in the history room. Per plan, there was to be a door but it was not built that way. The Board discussed to have a door or not. **MOTION** Bindl, second Anderson to leave the shelf area in the history room under the cabinet without a door. **MOTION CARRIED.** Another item was cabinet changes in the front desk area and adding a “cubby” area on the counter. Cost is \$1,135. **MOTION** Goplin, second Anderson to make the changes at the front desk area and add a “cubby” area on the counter for \$1,135. **MOTION CARRIED.**

d. Midwest Builders pay application #7 and change order 3: Midwest Builders submitted pay request #7 for \$180,532.56 and payment is recommended by the engineers. **MOTION** Anderson, second Bindl to approve the pay request for \$180,532.56 to Midwest Builders. **MOTION CARRIED.** Change order #3 in a credit amount of \$917.45 was submitted and recommend to accept. **MOTION** Goplin, second Anderson to accept change order #3 in a credit amount of \$917.45. **MOTION CARRIED.**

e. Delta 3-219 N Wisconsin Avenue demolition report and finalizing bid specifications for demolition: Engineer Bailie reviewed the asbestos testing report. There is a small amount of lead paint and asbestos in the building. The testing firm submitted a bid of \$1,995 to remove these small items. **MOTION** Bindl, second Bartlett to contract with Advanced Testing & Inspection for removal of lead and asbestos at 219 N Wisconsin Avenue for \$1,995.00 **MOTION CARRIED.** Bailie asked about the large pine tree in the back yard if that should remain or be removed during demolition and clean up. It was decided to take the tree down. Johnson reported that all dumpsters and trailers have been ordered and will be here on Monday morning to start the clean-up project. WE Energies will terminate gas to the property on Tuesday morning the 15th. They are charging \$1,096 for this termination. Engineer Nies noted that this property does not meet all the Brownfield Grant requirements.

f. Delta 3-Report on roof leak at Kratochwill Memorial Building: There have been a few instances with the roof leaking. Bailie explained that the roof supplier will be in town and will seal the area around the chimney and any other places that may be leaking. There is a 20-year warranty on the roof.

g. Report on meeting with ADRC on remodeling for meal site area: A meeting was held with ADRC regarding needs for the remodeling of the old library for a meal site. These items have been included in the Capital Improvement Plan that was adopted tonight.

h. Relocating easements on DNR land south of the lagoon and associated costs: No response has been received from Scot Industries on the relocation of the utilities.

i. Allocation of Community Contributions through WPPI Energy: James Schwingle, WPPI Energy Services Representative, submitted a letter explaining the commitment to community fee that is on each utility bill and the Community Relations funds that come from WPPI Energy through the rate collection. Johnson supplied a spreadsheet showing how the Community Contributions have been used in Muscoda for the last five years. **MOTION**

Bartlett, second Anderson to use the balance of \$1,000 in the Community Contribution fund for assistance with the remodeling of the old library. **MOTION CARRIED.**

j. Proposed 2017 budgets for: general fund, debt service, TIF District, and utilities: Johnson had proposed budgets in packets for discussion. Citizens were present to discuss the cut in pay to the Police Officers wages. It was explained that full time employees received a 25 cent per hour increase; 2017 Unity insurance family premiums increased 26 cents per hour; and Unity insurance single premiums increased 11 cents per hour. Discussed Muscoda Police Officer wages versus other wages in the area and that possibly Muscoda is the lowest paid in the area. The citizens present felt that money should be spent on employees that put their lives on the line every day. The Board was surprised by the comments as no employees had contacted them about this. It was also noted that employees of the Village have other benefits such as health insurance, life, disability, dental and retirement on top of their wage. It was decided that Chief Schramm should contact municipalities similar in size and obtain wages, benefits and days off. It was decided to hold a Special Meeting on December 6th at 6:30pm to discuss this matter in more detail once the comparisons are received. At this meeting, budget numbers will also be reviewed. To continue with the budget process, Administrator Johnson needs authorization from the Board to proceed with the proposed budgets as presented. **MOTION** Bartlett, second Miller to accept the proposed budget and publish as is. **MOTION CARRIED.**

k. Set date for public hearing on 2017 proposed budgets: The Board decided to have the Public Hearing for the 2017 budget on December 13th at 6:30p.m. in the Council Chambers of the Kratochwill Memorial Building.

l. Appointments to Citizen Police Committee: **MOTION** Bartlett, second Anderson to appoint Brent Stadele to a 3-year term on the Citizen Police Committee. **MOTION CARRIED.**

m. Replace back room doors and add camera to Kratochwill Memorial Building: Estimates were received to replace the doors on the east side of the Kratochwill Building at \$1,800 installed. Also discussed installation of security cameras in the hallway, front entrance and north side of the building at a cost of \$1,000. **MOTION** Anderson, second Goplin to replace the two back doors on the Kratochwill Memorial Building and install cameras in and around the building at a total estimated cost of \$4,600. **MOTION CARRIED.**

n. Santa Day donation: **MOTION** Goplin, second Bartlett to approve up to \$500 for Santa Day expenses. **MOTION CARRIED.**

LIBRARY BOARD REPORT: Minutes from the August 24, September 14 and 21, 2016 meetings were included in packets.

FIRE DISTRICT REPORT-INFORMATION RELATING TO PROPOSED NEW RESCUE SQUAD AND NUMBER OF MEMBERS ON FIRE BOARD:

Fire Representative JoAnn Wiederholt was unable to attend but submitted an email regarding the number of board members on the Fire Board. She would like the Village to consider having an additional representative on the Fire Board since the Village pays approximately 40% of the annual budget. This type of action will require the Fire District changing their bylaws. The Village Board tabled this matter. Discussed the proposed new rescue squad. Brent Bomkamp was present and noted that no decision has been made as to what type of squad--diesel or gas; 4wd or 2wd. He stated that the Fire District will do what they want. Estimated cost is around \$220,000 and it is not part of the Fire District budget.

CHAMBER OF COMMERCE REPORT: Fall opener successful; trying to determine what projects to do with the funds.

GRANT COUNTY ECONOMIC DEVELOPMENT REPORT:

Muscoda hosted the October meeting, 31 people attended.

POLICE REPORT: Chief Schramm submitted his monthly report. He noted that five boxes of pills were turned in for the drug takeback. **MOTION** Bartlett, second Bindl to accept the Police Report. **MOTION CARRIED.**

SUPERINTENDENT REPORT: Wardell submitted his monthly report. He will be turning in the current skid steer and getting a new one. The Village keeps the tires, bucket and forks. In the 2016 budget was a broom for the skid steer and he will be ordering that. **MOTION** Anderson, second Goplin to accept the Superintendents Report and purchase the broom for the skid steer at \$5,244. **MOTION CARRIED.**

ADMINISTRATOR CLERK-TREASURER REPORT: Johnson submitted her monthly report. The Presidential Election went very smoothly; there is lots of paperwork to complete before the election can be closed out. Everything is ready for the removal of property at 219 N Wisconsin Avenue on Monday, November 14th. **MOTION** Miller, second Anderson to accept the Administrator Clerk Report. **MOTION CARRIED.**

ACTION ON LICENSES: **MOTION** Bindl, second Anderson to accept the application and grant an operator license to Christopher Spies. **MOTION CARRIED.**

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

ADJOURNMENT: **MOTION** Wiederholt, second Bartlett to adjourn. **MOTION CARRIED.**

Cinda Johnson, Administrator Clerk-Treasurer