

May 09, 2017 – President Hackl called the Joint Meeting of the Muscoda Village Board and Plan Commission to order at 6:30 pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Village Board: Anderson, Bartlett, Bindl, Blood, Miller and Wiederholt; Plan Commission: Meister, Roh, and Rut. Also present: Chief Schramm, and Bart Nies of Delta 3 Engineering.

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

PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES: MOTION Bindl, second Bartlett to accept the minutes as presented. **MOTION CARRIED.**

JOINT PLAN COMMISSION AND BOARD ITEMS:

Review & approval of Certified Survey Maps in the Industrial Park: Engineer Nies explained the Certified Survey Maps (CSM) maps. One splits the 22 acre parcel between Scot Industries and Meister Cheese and the other is for a parcel to the west of Muscoda Protein Products. **MOTION** Meister, second Rut to recommend accepting the CSM's in the Industrial Park as presented by Engineer Nies. **MOTION CARRIED.** **MOTION** Bartlett, second Bindl to accept the recommendation of the Plan Commission and accept the two CSM's in the Industrial Park. **MOTION CARRIED.**

Review & approval of CSM for Block 5, Clark's Addition: Johnson explained that the property in Block 5 of Clark's Addition has a residential home, a garage, small shed and large yard. The property owners are requesting to split the parcel with the south parcel having the house and garage and the north ½ having the small shed and yard. Splitting this parcel does conform with zoning regulations. **MOTION** Meister, second Roh to recommend accepting the CSM for splitting the parcel in Block 5 of Clark's Addition. **MOTION CARRIED.** **MOTION** Bartlett, second Miller to accept the recommendation of the Plan Commission and accept the CSM for Block 5, Clark's Addition. **MOTION CARRIED.**

Discussion & recommendation on vacating a portion of right of way on Iowa Street: While preparing the documents for the CSM on Block 5 of Clark's Addition, it was discovered that the house and garage are occupying a portion of the street right of way (ROW). The property owner is asking the Village to vacate the most westerly 20' of Iowa Street. **MOTION** Meister, second Roh to recommend vacating the west 20' of Iowa Street from Pine Street to Greentree Trail. **MOTION CARRIED.**

Review building plans for KJ Cold Storage: Representatives were unable to attend this meeting.

PLAN COMMISSION ADJOURNMENT: MOTION Meister, second Roh to adjourn the Plan Commission meeting. **MOTION CARRIED.**

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

Initial Resolution relating to Industrial Development Revenue Bond financing on behalf of Muscoda Protein Products, LLP. As required by state law, information regarding the expected job impact of the project to be financed with the bonds on the project site and elsewhere in the State of Wisconsin will be available at the time of consideration of the Initial Resolution. Johnson explained that the two resolutions on the agenda relate to Industrial Development Revenue Bonds being issued to Meister Cheese/Muscoda Protein as they are in the process of expansion. Scot Meister was present and explained the project of the new anaerobic digester system. He also noted that with the Bonds going through the Village they

will be tax exempt. The Village is not responsible for anything except approving the resolution and signing some documents. **MOTION** Anderson, second Bartlett to accept the Initial Resolution relating to Industrial Development Revenue Bonds financing on behalf of Muscoda Protein Products, LLP. **ROLL CALL: YES:** Wiederholt, Blood, Bartlett, Bindl, Anderson, Miller and Hackl. **NO:** none. **Resolution adopted.**

Resolution relating to Waiver of Section 66.1103(11)(b)1 in connection with an Industrial Development Revenue Bond Financing on behalf of Muscoda Protein Products, LLP: **MOTION** Anderson second Bartlett to accept the Resolution relating to Waiver of Section 66.1103(11)(b)1 in connection with an Industrial Development Revenue Bond Financing on behalf of Muscoda Protein Products, LLP. **ROLL CALL: YES:** Wiederholt, Blood, Bartlett, Bindl, Anderson, Miller and Hackl. **NO:** none. **Resolution adopted.**

Delta 3-Library Facility progress report, update on punch list items and pay application from Midwest Builders: Engineer Bailie was present to review the punch list which consisted of eight items. 1) Roof leak-Bailie and Contractor have worked on the issue and it appears to be fixed. 2) ADA push button-the delay has been revised to 15 seconds. 3) Book drop-the stainless steel book drop edges are rusting. It was decided to see if they could be buffed out and resealed. 4) Seeding-needs to be touched up. 5) Trim gaps around chair rail and base board-it was decided just to leave as is for now. 6) Window trim to be stained where there was shrinkage. 7) Time Capsule-items not completed. 8) Label Outlets-completed. There is one year workmanship on all items that started on December 1, 2016. Midwest Builders submitted a pay request for \$20,150 which would pay them in full. **MOTION** Anderson, second Blood to approve the final pay request for Midwest Builders for \$20,150 with release of payment contingent upon completion of punch list items except for the time capsule. **ROLL CALL: YES:** Miller, Anderson, Bindle, Bartlett, Blood, Wiederholt and Hackl. **NO:** none. **MOTION CARRIED.**

Delta 3-Update on 219 N Wisconsin Avenue demolition project and pay request application from Minocqua Grading: There was debris in the fill thus Minocqua Grading was required to remove all the fill the contained debris, bring in clean fill, test for compaction, haul in black dirt and seed. Delta 3 will have extra engineering involved in the project. At this time, Engineer Bailie noted that no pay request had been submitted.

Storage of personal property from 219 N Wisconsin Avenue: Johnson reported that it has been six months since the personal property was removed and stored from 219 N Wisconsin Avenue. Per State Statutes, the Village can now sell the property to the highest bidder. Contact with the owner will try to be made, to advise him that it has been six months, and that the property can now be disposed of or he needs to remove it. Chief Schramm will work with Wisconsin Surplus to sell the property as a "lot".

Kratochwill Memorial Building upgrades/repair maintenance: Filling in the gap between the two buildings will be completed when weather permits. The Board discussed moving forward with the electric and plumbing upgrades. **MOTION** Bartlett, second Anderson to contract with Electric Designs for \$3,000 to do electric upgrades in the Kratochwill Memorial Building. **MOTION CARRIED.**

Meal Site grease interceptor contract with Delta 3 Engineering: **MOTION** Anderson, second Wiederholt to submit the grease interceptor plans to the State for the new meal site kitchen. **MOTION CARRIED.**

2017 Meal Site Agreement with Grant County ADRC: **MOTION** Miller, second Blood to approve the Space Agreement with ADRC for use of Kratochwill Memorial Building for meal site at \$150 per month. **MOTION CARRIED.**

Utility easements on property north of Industrial Drive & Middle Street and in the area of the newly acquired land south of the lagoon: These are completed.

Muscoda Public Cemetery Association relinquishing of responsibilities: A letter was prepared for the Muscoda Public Cemetery Association to relinquish all responsibilities and turn over all finances. Eileen Williams, Betty Rasmussen and Levila Smith signed the letter.

Next steps with Public Cemetery: Trustee Bindl and Mrs. Williams met with a CPA on the Association's tax exempt status. The CPA informed them not to do anything at this time.

Update on boat landing upgrades/maintenance and 2018 Hovercraft International event: Johnson informed the Board that she made contact with the Hovercraft representatives and informed them that the Village would be applying for grant funding to aid in the upgrade to the boat landing. With the grant process, improvements will not be completed prior to the International event but the Village will continue to gravel.

Update on sanitary sewer and water services for 400 W Greentree Trail: Johnson has made contact several times with the resident and he is currently working on funding.

Crosswalk signs for Wisconsin Avenue: Chief Schramm received a quote of \$1,280.85 for replacement of the three movable cross walk signs as the current ones are in disrepair. The Board discussed the cost and advised the Chief to obtain quotes for other means of cross walk signage.

Installation of street light at the intersection of Hwy 133 and County P: Chief Schramm discussed the possibility of a street light at the intersection of Hwy 133 and County P (intersection by landfill). There has been some accidents at this location and the drivers noted that they didn't see the Stop Sign. Alliant quoted a price of \$200 for installation and a monthly charge of \$35. The Chief was advised to send a letter to Iowa County to see if they would put in rumble strips.

Location of fireworks for Festival: Fireworks are scheduled for Saturday evening and will be shot off in the area of the walking path by the prairie grass.

Closing streets for Festival activities: MOTION Wiederholt, second Bartlett to close various streets relating to Mushroom Festival activities. **MOTION CARRIED.**

Increase price for cigarette license fee effective July 1, 2018: A notice was received from the State Department of Health Services notifying municipalities that the cigarette license fee can range from \$5 to \$100. Currently the Village is charging \$50. Johnson was instructed to prepare an ordinance to increase the fee to \$100 effective July 1, 2018.

Appointments to Committees and Commissions: President Hackl noted that appointments were not ready to be made. It was suggested to put a public service announcement on WRCO to see if we could get more participation.

LIBRARY BOARD REPORT: none

CHAMBER OF COMMERCE REPORT:

Wendell Smith noted that the Chamber is willing to assist with funding for the improvements at the boat landing.

GRANT COUNTY ECONOMIC DEVELOPMENT REPORT:

President Hackl and Trustee Bindl attended the monthly meeting. Draft minutes from the Economic Development office were included in packets.

MOREL MUSHROOM FESTIVAL COMMITTEE REPORT:

Johnson reported that plans are just about complete. Volunteers are still needed.

POLICE REPORT:

Chief Schramm submitted his monthly report. The old squad sold for \$7,450 and Chief asked that these funds be put back in the "squad" account. Drug take back was April 29th; approximately 66,000 pounds were collected in the State. **MOTION** Bartlett, second

Anderson to accept the Police Report and allocat the proceeds from the sale of the old squad to the “squad” capital account in the amount of \$7,450. **MOTION CARRIED.**

SUPERINTENDENT REPORT:

Wardell submitted his monthly report. **MOTION** Blood, second Bartlett to accept the Superintendents Report. **MOTION CARRIED.**

ADMINISTRATOR CLERK-TREASURER REPORT:

Johnson submitted her monthly report. Johnson was instructed to research Sportsmen’s Lounge fence and report back in June. **MOTION** Anderson, second Miller to accept the Administrator Clerk-Treasurer report and authorized Cinda Johnson and Laura Faga to attend Finance Officers meeting in June and Clerk’s annual conference in August. **MOTION CARRIED.**

ACTION ON LICENSES:

MOTION Anderson, second Bartlett to accept the applications and grant operator licenses to Taryne Reynolds, Kennedy Fitzgerald, and Amy Louis, contingent on schooling to Roger Benish, Lyndi Degenhardt, and Melissa Boyd; Temporary Class B Picnic License to American Legion Auxiliary, Muscoda Lions Club, and two to the Muscoda Fire Dept; and Temporary Operator Licenses to Bob Nankee, Ed Kratcha, Shaun Walsh, Lauren Pettey-Ajango, Brent Stadele, & Sharon Connery. **MOTION CARRIED.**

ACTION ON PAYMENT OF INVOICES:

MOTION Bartlett, second Anderson to approve invoices to be paid as presented. **MOTION CARRIED.**

DISCUSSION AND ACTION ON CONTRACTING OR HIRING FOR THE FOLLOWING AND ESTABLISHING RATE OF PAY: CEMETERY GRAVE DIGGER, LAWN CARE, AND SEXTON-CLOSED SESSION 19.85(1)(c):

DISCUSSION AND ACTION ON CONTRACTING FOR VILLAGE ATTORNEY-CLOSED SESSION 19.85(1)(e):

DISCUSSION AND ACTION ON SELECTION OF 2017 MUNICIPAL ELECTRIC SCHOLARSHIPS:

FINANCE/ECONOMIC DEVELOPMENT REPORT-STATUS OF EXISTING LOAN-CLOSED SESSION 19.85(1)(f):

CONSIDERATION OF ADJOURNING INTO CLOSED SESSION TO DISCUSS CONTRACTING OR HIRING FOR THE FOLLOWING & ESTABLISHING RATE OF PAY: CEMETERY GRAVE DIGGER, LAWN CARE, AND SEXTON PURSUANT TO STATE STATUTES 19.85(1)(c); CONTRACTING FOR VILLAGE ATTORNEY PURSUANT TO STATE STATUTES 19.85(1)(e); SELECTION OF 2017 MUNICIPAL ELECTRIC SCHOLARSHIPS, AND REVIEWING THE STATUS OF EXISTING LOANS PURSUANT TO STATE STATUTES 19.85(1)(f): **MOTION** Bartlett, second Miller to adjourn into closed session to discuss contracting or hiring for cemetery grave digger, lawn care, & sexton and pay rates; contracting for Village Attorney; selection of 2017 Municipal Electric Scholarships; and status of existing loans. **ROLL CALL YES:** Anderson, Bartlett, Bindl, Blood, Miller, Wiederholt and Hackl. **NO:** none. **MOTION CARRIED.**

RETURN TO AND RECONVENING IN OPEN SESSION: MOTION Anderson, second Bartlett to reconvene in open session. **ROLL CALL YES:** Anderson, Bartlett, Bindl, Blood, Miller, Wiederholt and Hackl. **NO:** none. **MOTION CARRIED.**

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

MOTION Anderson, second Bartlett to hire Toby Johnson as Muscoda Public Cemetery grave digger at a price not to exceed charge from Funeral Home. **MOTION CARRIED.**

Table Sexton position.

MOTION Bartlett, second Blood to offer the position of Public Cemetery Lawn Care to Scott Sprague at \$300 a mowing/trimming. If he declines, offer position to Timothy Sparks and Trixie Spitzbardt at \$150 each per mowing/trimming. **MOTION CARRIED.**

MOTION Anderson, second Miller that the 2017 Utility Scholarships are Bailey Conner and Quinn Fitzgerald. Each one will receive a \$1,000 scholarship. **MOTION CARRIED.**

MOTION Wiederholt, second Anderson to accept the Economic Development Committee report to refinance Loan #09-01 for six months at \$375 per month. **ROLL CALL YES:** Anderson, Bartlett, Bindl, Blood, Miller, Wiederholt and Hackl. **NO:** none. **MOTION CARRIED.**

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

Cinda Johnson, Administrator-Clerk