

June 13, 2017 – President Hackl called the Joint Meeting of the Muscoda Village Board and Plan Commission to order at 7:00 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: Roh, and Rut; Bartlett & Hackl are also Plan Commission members. Also present: Wardell, Chief Schramm, and Joe Bailie 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 Bartlett, second Miller to accept the minutes as presented. **MOTION CARRIED.**

JOINT PLAN COMMISSION AND BOARD ITEMS:

Review & approval of Certified Survey Maps (CSM) in the Industrial Park: Johnson explained that the CSM's that were approved in May for this same property was not recorded as there was an issue with the splitting of the parcel between Scot Industries and Meister Cheese Company. **MOTION** Rut, second Roh (Plan Commission) to approve the two CSM's in the Industrial Park. **MOTION CARRIED.**

MOTION Wiederholt, second Bindl (Village Board) to accept the recommendation of the Plan Commission and accept the two CSM's in the Industrial Park. **MOTION CARRIED.**

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

President Hackl congratulated the Utility employees for receiving the APPA safety award for 2016.

PUBLIC HEARING REGARDING THE PROPOSED ISSUANCE OF REVENUE BONDS FOR MUSCODA PROTEIN PRODUCTS, LLP IN AN AMOUNT NOT TO EXCEED \$5,500,000. THE BONDS WOULD FINANCE THE PURCHASE AND INSTALLATION OF AN ANAEROBIC DIGESTER AND RELATED EQUIPMENT:

MOTION Anderson, second Miller to open the public hearing. **MOTION CARRIED.** Johnson explained that the public hearing is for the bonding through Muscoda Protein Products. No one present to discuss the bonds. **MOTION** Anderson, second Bindl to close the public hearing relating to the bond issue for Muscoda Protein Products. **MOTION CARRIED.**

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

Delta 3-Library Facility progress report, update on punch list items and pay application from Midwest Builders: Engineer Bailie distributed an email from Ryan Rands of Midwest Builders (MB) regarding the close out of the library facility project, warranty timeframe, grass, book drop and questioning the delay in final payment. The Village has asked for the warranty period to start on February 1, 2017. Due to the Village taking possession of the keys on November 30, 2016; December 1, 2017 starts the one year workmanship warranty and MB will not change the date. The grass is still not growing in certain areas and needs attention. The lawn is now being watered. In the fall seed and fertilizer may need to be raked into the bare spots. The Village holds its position on a different book drop as there is still rust issues. Because the energy code and ANSI code vary in how long an automatic door should stay open, if the Village wants the door to remain open longer, that will be a Village cost.

On May 9th the Board voted to pay the balance of contract in the amount of \$20,150 but withhold sending the check until these final issues of the book drop and lawn are completed. MB is asking for that payment and Bailie explained the contract language, warranty and bonds that are valid. Bailie also noted that per his calculations the lawn retainer would only be \$206 and the book drop would be under the warranty. **MOTION** Anderson, second Bartlett to void out the check to Midwest Building for \$20,150 that was approved on May 9, 2017 and issue payment for \$15,150. **MOTION. ROLL CALL: YES:** Miller, Anderson, Bindle, Bartlett, Blood, Wiederholt and Hackl. **NO:** none. **MOTION CARRIED.**

219 N Wisconsin Avenue: update on demolition project, pay application from Minocqua Grading and sale of personal property: Engineer Bailie explained that Minocqua Grading is asking for addition pay and he has denied their pay request. They still need to supply lien waivers. Until the waivers are received and a dollar amount is agreed to, there is nothing to do at this time.

The personal property of Mike Bingen was sold for \$60

Update on Kratochwill Memorial Building upgrades/repair maintenance: The State review date for the grease trap is set for July 19th. Electric Designs will start work this month.

Public Cemetery items: bylaws, regulations, sexton, responsibilities, QPS Staffing Service Agreement; Moving cemetery funds and exploring other financial options: Tabled bylaws, regulations and sexton position. Johnson presented information from QPS Staffing on a temporary position for data entry of the Cemetery records. QPS pays the employee and covers all liability and workers compensation. In turn, the Village would pay QPS an agreed upon hourly wage plus 60%. (Hourly wage is \$12 x 60% = \$19.20) **MOTION** Blood, second Bartlett to contract with QPS for Cemetery work. **MOTION CARRIED.**

Trustee Bindl explained that he and Johnson had a meeting with an Edward Jones financial advisor, to review Cemetery funds. Currently the funds are in CD's, mutual funds and stocks. Overall the fund has a very favorable interest rate. The representative will provide a statement monthly detailing what the funds have done. Trustee Bartlett also consulted with a financial advisor and one question arose on is the fund to be stable or make money. Also brought up laddering CD's. The Board decided to leave the Cemetery funds at Edward Jones financial for three months to see how they do.

Final Resolution Authorizing and Providing for the Sale and Issuance of not to Exceed \$5,500,000 Industrial Development Revenue Bonds, Series 2017 (Muscodia Protein Products, LLP Project and Certain Related Details): **MOTION** Anderson, second Bartlett to adopt the Final Resolution Authorizing and Providing for the Sale and Issuance of not to Exceed \$5,500,000 Industrial Development Revenue Bonds, Series 2017 (Muscodia Protein Products, LLP Project and Certain Related Details). **ROLL CALL VOTE: Yes:** Wiederholt, Blood, Bartlett, Bindl, Anderson, Miller and Hackl. **NO:** none. **RESOLUTION ADOPTED.**

Update on boat landing upgrades/maintenance and 2018 Hovercraft International Event: Wardell noted that depending on water level, Delta 3 was going to try and get the boat landing surveyed this week. He also stated that during the weekend when the hovercrafts were in town, there were crafts on the landing on Saturday and Sunday.

Update on sanitary sewer and water services for 400 W Greentree Trail: The resident of the property was present and explained that he is working on buying the property. Once he is owner, he will be able to obtain funding to hook up to Village water and sewer. The Board is concerned with health issues, safe place to live and the issue with the septic needs to be fixed.

Johnson was instructed to contact the property owner that something needs to be done by the July 11th Board meeting. She will also make contact with the DNR, Health Department and Attorney.

Condition of property at 125 N Wisconsin Avenue: Paul Hendricks is the owner of the land and William Kolman owns the structure. The electric was disconnected in August of 2014. Chief Schramm has made contact with Mr. Kolman to let him know that there is concern about the appearance of his building. Schramm also met with Attorney McGraw to discuss the same and options. Johnson was instructed to send a certified letter to Mr. Kolman to inform him that his building would be discussed at the July meeting and what his plans are for repair or removal.

Estimating electric and/or water meters. Tabled

Ash borer inventory report. The representative was unable to attend.

Purchase of electric bucket truck: Wardell and Bindl explained that the existing boom truck is a 2000 and things are going wrong with it including the hydraulics in the bucket. In fact, the employees have to swing the bucket back and forth to get it to operate. **MOTION** Bindl, second Anderson to approve purchasing a 2016 bucket truck for \$124,000, and to sell the 2000 bucket truck on Wisconsin Surplus. **MOTION CARRIED.**

Storm sewer on West River Road: Wardell reported on the standing storm water on River Road west of the new development of Family Dollar. He received a quote from Hackl Construction/Riverway Trucking for \$15,500 to install a retention pond in the “alley” between Family Dollar and Robert Bohn. **MOTION** Bindl, second Anderson to contract with Hackl Construction/Riverway Trucking for installation of a retention pond on West River Road at a cost of \$15,500 and use fund balance funds. **MOTION CARRIED.** Hackl abstained.

Annual Sanitary Sewer report (CMAR). Wardell reviewed the annual CMAR report, the sewer department will need to have an increase in customer’s rates; this will be discussed at the audit meeting. **MOTION** Anderson, second Bartlett to approve the CMAR report. **MOTION CARRIED.**

Crosswalk signs on Wisconsin Avenue: Chief Schramm submitted information on flashing lights at the crosswalk at Grove Street and Wisconsin Avenue. He distributed prices on hard wired versus solar. Prices range from \$6,130 to \$7,600. The Board decided to discuss at budget time.

School zone signs: Chief Schramm discussed the installation of flashing lights in the school zone area and remove the existing ones that read “15mph when children are present”. The proposed ones would be programmed to come on at various times. When flashing the speed limit would be 15mph. Estimated cost is \$11,913. The School District may contribute to the cost. The Board decided to discuss at budget time.

Installation of street light at the intersection of Hwy 133 and County P: Iowa County may consider rumble strips in the fall.

Incident calls from adult family home: Chief reported that the Police responded to five calls in the past month due to one resident; one call resulting in going to jail and one transported to emergency detention in Winnebago. He has concerns that this home is not staffed properly to

handle this resident. Heather Bloyer, the owner, was present and stated that the resident is not dangerous, all calls were due to behavioral issues. After much discussion it was decided to table this and have Chief Schramm report back each month.

Ordinance to increase cigarette license fee to \$100 per year: MOTION Anderson, second Wiederholt to increase the yearly Cigarette License fee to \$100 starting with the July 1, 2018 license year. **MOTION CARRIED.**

Initial Resolution to vacate the westerly 20' of Iowa Street from Pine Street to Greentree Trail: MOTION Blood, second Miller to adopt the Initial Resolution to vacate the westerly 20' of Iowa Street from Pine Street to Greentree Trail. **MOTION CARRIED.**

Set date for Special Meeting to review 2016 financials with auditors. Tabled; a date will be chosen later.

Appointments to Committees and Commissions. Tabled

Sportsmen's Lounge fencing around outdoor patio area: Johnson was previously asked to research the minutes from Dan Behren's appearance regarding the patio area and the "bull gates". She reported that in April of 2015, Mr. Behren was present to ask for an amendment to his liquor license to include the new patio area, but the minutes do not reflect what type of fence he was going to construct.

Participation in AARP Community Challenge Grants: James Schneider, UW Extension, was present to inform the Board of a grant opportunity through AARP Community Challenge. There is \$500,000 available for the entire United States with fifty awards; applications are due June 30th; award announcement will be in mid-August; and project needs to be completed prior to November 1, 2017. The proposed project needs to make the community more "livable", but AARP does not give a description of "livable". The Board discussed this grant opportunity. MOTION Anderson, second Miller to proceed using the Riverside Park Shelter improvement by the Muscoda Lions, traffic signs on Wisconsin Avenue and remodeling of the meal site as a Community project for the AARP Community Challenge Grant. **MOTION CARRIED.**

LIBRARY BOARD REPORT: No report; Lynn Meister reported that 153 new cards have been issued since moving to the new location.

CHAMBER OF COMMERCE REPORT: none

GRANT COUNTY ECONOMIC DEVELOPMENT REPORT: Hackl, Bindl, and Miller attended the monthly meeting.

POLICE REPORT: Chief Schramm submitted his monthly report. MOTION Bartlett, second Wiederholt to accept the Police Report. **MOTION CARRIED.**

SUPERINTENDENT REPORT: Wardell submitted his monthly report. He also reported that the Cemetery lawn care employees are doing a good job. Wardell reviewed the hours that were worked during the storm on Wednesday, May 17, 2017 -- worked from 7:30p to 1:00am; returned at 4:30am and worked to 8:00pm Thursday evening. The crew took a break from 1a to 4:30am for safety reasons and darkness. Received a quote from Kevin's Roofing to install the flashing between the Kratochwill Building and Bailey's building in the amount of \$1,175. MOTION Anderson, second Blood to accept the Superintendents Report and hire Kevin's

Roofing and Improvements to install the flashing between the Kratochwill Building and Bailey's building. **MOTION CARRIED.**

Attendance at MEUW Annual Conference. Information was enclosed in packets; any Board member interested in going should let Johnson know as soon as possible.

ADMINISTRATOR CLERK-TREASURER REPORT: Johnson submitted her monthly report. Discussed cost related to spring cleanup and Trustee Blood will make contact with a person for electronics. Set meetings for Benders Foods licenses, cemetery, audit review and attorney interviews. **MOTION** Bartlett, second Anderson to accept the Administrator Clerk-Treasurer report and schedule special meetings. **MOTION CARRIED.**

ACTION ON LICENSES: **MOTION** Bartlett, second Anderson to accept the applications and grant operator licenses to Amanda Johnson, and Tiffany Miles; and operator licenses for the July 1, 2017 through June 30, 2018 license year-full list on file in Clerk's office. **MOTION CARRIED.**

ACTION ON PAYMENT OF INVOICES: **MOTION** Bindl, second Bartlett to approve invoices to be paid as presented. **MOTION CARRIED.**

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

DISCUSSION AND ACTION ON HIRING FOR ORGANIZING RECORDS OF THE PUBLIC CEMETERY AND SETTING COMPENSATION-CLOSED SESSION 19.85(1)(c): did in open session

CONSIDERATION OF ADJOURNING INTO CLOSED SESSION TO DISCUSS CONTRACTING FOR VILLAGE ATTORNEY; AND FINANCES OF THE PUBLIC CEMETERY PURSUANT TO STATE STATUTES 19.85(1)(e); AND HIRING FOR ORGANIZING RECORDS OF THE PUBLIC CEMETERY AND SETTING COMPENSATION PURSUANT TO STATE STATUTES 19.85(1)(c): **MOTION** Bindl, second Wiederholt to adjourn into closed session to discuss contracting for Village Attorney; discuss finances of the public cemetery, and hiring for organizing records of the public cemetery and setting compensation. **ROLL CALL YES:** Anderson, Bartlett, Bindl, Blood, Miller, Wiederholt and Hackl. **NO:** none. **MOTION CARRIED.**

Attorney information: Set a special meeting for July 5th for interviewing Attorneys.

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

Cinda Johnson, Administrator-Clerk