

**July 11, 2017 – President Hackl called the Joint Meeting of the Muscoda Village Board and Plan Commission** to order at 6:00 pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Village Board: Anderson, Bartlett, Bindl and Wiederholt; Plan Commission: Meister and Roh. Bartlett & Hackl are also Plan Commission members. Also present: Wardell, Officer Stapleton and Joe Bailie of Delta 3 Engineering.

**MOTION** Meister, second Bartlett to accept the Proof of Publication. **MOTION CARRIED.**

**PLEDGE OF ALLEGIANCE.**

**MOTION** Miller, second Wiederholt to accept the minutes as presented. **MOTION CARRIED.**

**DISCUSSION AND ACTION ON CERTIFIED SURVEY MAP (CSM) FOR PROPERTY ADJACENT TO SPORTSMAN DRIVE SOUTH OF MUSCODA SPORTSMAN CLUB AND NORTH OF NEBRASKA STREET.**

Johnson explained that a CSM had been completed for property owners between Walnut Street and Muscoda Sportsman Club and it was discovered that the owners actually have property within the Village limits as well as in the Town of Muscoda. Sportsman Drive has a 100' right of way. Discussed the retention ponds that are adjacent to Sportsman Drive and if they are within the Village limits or the Town; that determination can be made later along with deciding if this land should be detached from the Village. **MOTION** Roh, second Meister (Plan Commission) to recommend acceptance of the CSM for property south of Muscoda Sportsman Club, north of Nebraska Street and adjacent to Sportsman Drive. **MOTION CARRIED.** **MOTION** Bartlett, second Anderson (Village Board) to accept the Plan Commission recommendation and accept the CSM for property south of Muscoda Sportsman Club, north of Nebraska Street and adjacent to Sportsman Drive. **MOTION CARRIED.**

**MOTION** Roh, second Meister to adjourn the Plan Commission meeting. **MOTION CARRIED.**

**MOTION** Anderson second Wiederholt to adjourn into closed session to interview Attorneys pursuant to State Statutes 19.85(1)(e). **ROLL CALL VOTE; YES:** Wiederholt, Bartlett, Bindl, Anderson and Hackl. **NO:** none. **MOTION CARRIED.**

The Village Board interviewed Ben Wood from Fennimore, Dave Helmke from Lancaster, and Daniel Glass from Cassville. Questions were asked of each attorney: background, experience, fees, working with Board. They will be handling all matters of the Village and Police Department once Attorney McGraw has retired. The Board explained to the Attorneys that President Hackl is to be included in all email correspondence.

**MOTION** Bartlett, second Anderson to reconvene in open session. **ROLL CALL VOTE; YES:** Wiederholt, Bartlett, Bindl, Anderson 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 Wiederholt to hire Attorney Ben Wood from Fennimore at an hourly rate until year end as a trial basis. **ROLL CALL VOTE; YES:** Wiederholt, Bartlett, Bindl, Anderson and Hackl. **NO:** none. **MOTION CARRIED.**

**APPEARANCE BY REPRESENTATIVE FROM MUSCODA PROTEIN PRODUCTS REGARDING USE OF MIDDLE STREET.**

Wardell reported that Scott Meister, owner of Muscoda Protein Products, told him that they would keep the gate on Middle Street/Hwy 133 closed.

**APPEARANCE BY REPRESENTATIVE FROM MEISTER CHEESE COMPANY (MCC) REGARDING RELOCATION OF RETENTION POND ON INDUSTRIAL DRIVE TO SOUTH SIDE OF SAID STREET AND RELEASE EXISTING EASEMENT.**

A map showing the existing storm water retention pond on the north side of MCC and the proposed relocation to the south side of Industrial Drive. Wardell noted that he had no concerns with moving the retention pond to the south side of Industrial drive on MCC property. **MOTION** Wiederholt, second Bindl to abandon the retention pond to the north of Meister Cheese Company, release the easement and relocate a new retention pond on the south side of Industrial Drive on Meister's property. **MOTION CARRIED.**

**DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:**

***Delta 3-Update on Library Facility punch list items and pay application from Midwest Builders:*** Engineer Bailie reported that the lawn still has bare spots; a pay request was received late today and a suggestion to have an aluminum front on the drop box. The lawn is being watered but is not growing. Bailie will discuss reseeding bare spots with Midwest Builders. The pay request was received too late for approval. The manufacturer of the book drop box suggested going to an aluminum front on the drop box and the Board agreed to this change.

***219 N Wisconsin Avenue demolition project:*** Engineer Bailie reported that the contractor, Minocqua Grading is asking for an addition \$3,500 above and beyond the contracted price to cover expenses related to mobilization and extra fill. The original contract amount was for \$14,995.00; the Village has paid \$9,970.25 leaving a balance of \$5,524.75. Delta 3 had additional engineering charges of \$3,300 for overseeing the removal of the unapproved fill and filling hole with clean fill and compacting. **MOTION** Bartlett, second Anderson to approve final payment to Minocqua Grading of \$1,724.75 for demolition project at 219 N Wisconsin Avenue. This amount is the difference between the balance of the contract for \$5,524.75 less additional engineering fees of \$3,300.00 and not to pay the additional amount requested from contractor. **MOTION CARRIED.**

***Update on Kratochwill Memorial Building upgrades/repairs:*** The foam has been installed in-between the two buildings; flashing has been installed; electric upgrade is completed in old library; grease trap plan approval is scheduled for July 19<sup>th</sup>. Trustee Bindl and Wardell have viewed the roof as there is still leaking in the old library and it appears that there may be an issue with the sealants. Engineer Bailie will contact the roof contractor.

***Public Cemetery items:*** Trustee Bindl explained that there is an issue with the grid map that was submitted by Delta 3 as the plots do not match up with the map. There are also problems with matching up the information on plot cards, the ledger book, and the maps. The Board discussed having a meeting with Ramaker and Associates, Driftless Area Group, and Delta 3 to see what else can be done to resolve some of these issues. **MOTION** Bartlett, second Wiederholt to have a meeting with Ramaker and Associates, Driftless Area Group, and Delta 3 to discuss mapping of the Public Cemetery. **MOTION CARRIED.**

***Update on sanitary sewer and water services for 400 W Greentree Trail:*** Johnson reported that the person living at this location has now purchased the property and is working with SW Cap for connection to municipal water and sewer and repairs to home.

***Condition of property at 125 N Wisconsin Avenue:*** A letter was sent to the owner of the building at 125 N Wisconsin Avenue requesting his intentions for the building, repairing it or removal. As of today no response was received. Wardell noted that he has spoken to the land owner, who is a different person than the owner of the structure, and he is working on removal of the structure.

***Review of incident calls to adult family home:*** Officer Stapleton reported that since the last meeting there has only been one incident with a resident of the adult family home on Iowa Street

and there is a new crisis plan in place. There was a separate incident with a resident at the new adult family home on Wisconsin Avenue.

**Nuisance Ordinance:** A draft nuisance ordinance was included in packets. Stapleton explained that this ordinance, if adopted, would make the property owners responsible after a location is determined to be a "chronic nuisance premise". This is a draft and should be reviewed and acted upon at the August board meeting.

**Ash borer inventory report:** DNR Forester Brandon Bleuer was present to explain his findings during the ash borer inventory. There are no trees impacted by the ash borer in the parks; however he would recommend removing eight trees in the park as they scored low on his report. A low graded tree could have a split or curved trunk, damaged branches and/or leaning on structures or playground equipment. Mr. Bleuer will provide a map of the recommended trees to be removed and a list of trees he would recommend in the park.

**Storm sewer on Iowa and Warehouse Streets:** Wardell explained that this intersection is a french drain and with the heavy rains the storm water just seeps away. This could be addressed at budget time.

**Awarding contract for sealcoating various streets:** Two quotes were received for sealcoating: Scott Construction-\$1.84 per square yard and Fahrner Asphalt-\$1.967. **MOTION** Wiederholt, second Bartlett to contract with Scott Construction for 2017 sealcoating at \$1.84 per square yard. **MOTION CARRIED.**

**Appointments to Committees and Commissions:** President Hackl announced that she is still working on the appointments.

**Sportsmen's Lounge fencing around patio area:** The Board discussed the "bull gates" on Wisconsin Avenue by Sportsmen's Lounge patio area. Some Board members recalled that when owner Dan Behrens came to the Board regarding the patio, he had mentioned that the "bull gates" would be temporary. The Board instructed Johnson to send Mr. Behrens a letter asking his intentions for a permanent fence on Wisconsin Avenue.

**Resolution to write off old delinquent utilities:** No action as wording should have been "delinquent personal property" not delinquent utilities.

**Construction of flag pole at Jaycee Ballpark:** Wardell met with High School Principal Jon Schmidt regarding a retired teacher donating a flag pole and flag for the Jaycee Ballpark. It was decided that a good location would be left center field.

**FIRE DISTRICT REPORT:** none.

**LIBRARY BOARD REPORT:** none.

**CHAMBER OF COMMERCE REPORT:** none.

**GRANT COUNTY ECONOMIC DEVELOPMENT REPORT:** Hackl, Bindl and Miller attended the meeting in June.

**POLICE REPORT:**

Police Report was submitted by Chief Schramm. Officer Stapleton had no additions to the distributed report. **MOTION** Anderson, second Bartlett to accept the Police Report. **MOTION CARRIED.**

**SUPERINTENDENT REPORT:**

Wardell announced that President Hackl received the Phillip F LaFollette Public Official Award from MEUW for her services to the Village, EMS, and other civic organizations.

Wardell submitted his monthly report and added that Dale Riddiough is injured (non-work related) and will be off work until October 10<sup>th</sup> and he would like to the Board to hire someone to mow. He also would like to have a smart phone to take photos with while on jobs with the ability to email to Engineers. The Lion's Club will be working on the enclosed shelter area August 9-19<sup>th</sup>.

**MOTION** Bartlett, second Anderson to accept the Superintendent's report and authorize Wardell to get a smart phone. **MOTION CARRIED.**

**ADMINISTRATOR CLERK REPORT:**

Johnson submitted her monthly report and also included information from the Clerk, Treasurer, Finance Officer meeting. Johnson was instructed to send Thank You cards to the attorneys that interviewed. **MOTION** Bartlett, second Anderson to accept the Administrator Clerk report. **MOTION CARRIED.**

**LICENSES:**

**MOTION** Anderson, second Bartlett to accept the applications and grant operator licenses to Natascha Wilkinson and Jarred Schneider. **MOTION CARRIED.** Johnson also noted that a temporary Class B Picnic license was issued to the Lion's Club for the canoe race food stand and a temporary operator.

**ACTION ON PAYMENT OF INVOICES:**

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

**CLOSED SESSION ITEMS:** Pool Director off season hours, training hours and year-end pay check; temporary employee for lawn mowing and set wage; review Cemetery lawn care wages; and Finance/Economic Development Committee Report.

**MOTION** Bindl, second Anderson to adjourn into closed session to discuss Pool Director off season hours, training hours and year-end check; temporary employee for lawn mowing and set wage; and review Cemetery lawn care wages pursuant to State Statute 19.85(1)(c) and Finance/Economic Development Committee Report pursuant to State Statute 19.85(1)(f). **ROLL CALL, YES:** Wiederholt, Bartlett, Bindl, Anderson and Hackl. **NO:** none. **MOTION CARRIED.**

*Pool Director items:*

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*Temporary help for lawn moving in absence of Dale Riddiough:*

*Cemetery lawn care wages:*

ent.

*Economic Development Report:*

**RECONVENE INTO OPEN SESSION:**

**MOTION** Bartlett, second Wiederholt to reconvene in open session. **ROLL CALL, YES:** Wiederholt, Bartlett, Bindl, Anderson and Hackl. **NO:** none. **MOTION CARRIED.**

**ACTION ON CLOSED SESSION ITEMS:**

**MOTION** Bartlett, second Wiederholt that Pool Director Cheryl Miller turn in hours as needed for training lifeguards and hours needed to prepare for pool season opening and closing. **MOTION CARRIED.**

It was decided to leave the Cemetery lawn care at \$300 per mowing.

**MOTION** Bartlett, second Anderson to hire Hunter Wardell at \$12 per hour as temporary employee for lawn care. **MOTION CARRIED.**

**MOTION** Bartlett, second Wiederholt to turn delinquent revolving loan #09-01 over to Attorney Ben Wood for collection. **MOTION CARRIED.**

**ADJOURNMENT:**

**MOTION** Bartlett, second Anderson to adjourn. **MOTION CARRIED.**



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Cinda Johnson, Village Administrator Clerk