

November 14, 2017 – President Hackl called the Meeting of the Muscoda Village Board to order at 7:00 pm in the Council Chambers of the Kratochwill Memorial Building. The following members were present: Anderson, Bartlett, Bindl, and Wiederholt. Miller and Blood arrived late. Also present: Schramm and Wardell.

PROOF OF PUBLICATION:

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

PLEDGE OF ALLEGIANCE.

APPROVAL OF MINUTES:

MOTION Bartlett, second Wiederholt to accept the October 10th minutes as presented. **MOTION CARRIED.**

DISCUSSION AND ACTION ON THE FOLLOWING ITEMS:

Delta 3 – Library Facility change order #6 and final pay application: Engineer Nies was present to review the final change order in a credit amount of \$535.63. **MOTION** Bartlett, second Anderson to approve the final change order in a credit amount of \$535.63 for Midwest Builders. **MOTION CARRIED.** Nies also presented the final pay request from Midwest Builders in the amount of \$4,464.37. **MOTION** Bindl, second Bartlett to approve the final pay request for Midwest Builders in the amount of \$4,464.37. **MOTION CARRIED.**

2018 Local Road Improvement Project application: In the fall of each odd numbered year, communities can apply for Local Roads Improvement Program (LRIP) funding through the County. Nies explained that the Village applied in the fall of 2015 and was awarded \$8,473 towards the reconstruction of 2nd Street from Warehouse to Catherine. Since the project was not completed, Engineer Nies asked if the Board wanted to apply for that portion of 2nd Street again, a different location, or not at all. **MOTION** Anderson, second Wiederholt to apply for LRIP funds and during the budget discussion, the Board will decide on what location. **MOTION CARRIED.**

Scot Industries water main relocation project update: Nies distributed plans for the relocation of water mains in the Industrial Park on the recently acquired land from the DNR that was sold to Scot Industries and Meister Cheese. The water mains will be relocated from the west side to the east side of the parcel and Scot Industries will pay the cost of this relocation. **MOTION** Wiederholt, second Bindl to approve the relocation of water mains in the Industrial Park by Scot Industries. **MOTION CARRIED.**

Three year assessment contract with Associated Appraisal: Associated Appraisal submitted a three year contract; 2018 - \$4,400, 2019 - \$4,450, and 2020 - \$4,500. **MOTION** Anderson, second Blood to approve the three year contract at the following rate: 2018-\$4,400, 2019-\$4,450, and 2020-\$4,500. **MOTION CARRIED.**

Contract with Johnson & Block for 2017 audit: Johnson Block submitted a contract for their services to conduct the 2017 audit at \$18,400, up \$600 from the 2016 audit. Clerk Johnson noted that this amount will increase since we have the cemetery fund. **MOTION** Miller, second Wiederholt to approve the 2017 audit contract with Johnson Block. **MOTION CARRIED.** Johnson was instructed to get quotes from other firms for future auditing services.

Participation in Iowa County Economic Development Structure Grant: Johnson reported that she spoke with Larry Bierke, Iowa County Administrator regarding this grant. He explained there were funds remaining from a project with SW Regional Planning that could be used by municipalities. A meeting was scheduled for December 1st to view our Industrial Park, discuss current businesses and future plans.

Review of incident calls to adult family home: Chief Schramm reported there were no calls this past month.

Expenses for Santa Day: Johnson reported that both 2015 & 2016 expenses were less than \$200. **MOTION** Bindl, second Bartlett to approve up to \$500 for Santa Day expenses. **MOTION CARRIED.**

Attendance at APPA Legislative Rally in Washington DC: Johnson reported that the Legislative Rally is February 26-28, 2018 in Washington DC. WPPI pays for expenses for one person from each of its municipalities.

Allocations of Community Contributions through WPPI: Each member community is allocated up to \$1,500 in Community Contributions. Previously the funds have supported: DARE, Food Pantry, Leading Ladies, Senior Meal Site, Rescue Squad, Library improvements, and meal site improvements. Johnson was instructed to research to see if the funds could be set aside for future purchases of playground equipment.

Appointments to Library Board and Police Committee: **MOTION** Miller, second Anderson to appoint Lisa Farness to the Library Board. **MOTION CARRIED.**

LIBRARY BOARD REPORT:

The October 4th minutes were included in packets. Hackl reported that there is going to be an information sign installed just to the east of the sidewalk by the parking lot. Johnson noted that she will contact the State DOT regarding a sign permit. Bindl presented information on the doors on the south side of the building as they are still warped. Bindl explained that a claim needs to be filed prior to December 1st and this can be done by phone. Johnson was instructed to place this item on the November 16th agenda.

MUSCODA JOINT FIRE DISTRICT REPORT:

The Village's share of the Fire District Budget increased \$2,213.63 from 2017.

CHAMBER OF COMMERCE REPORT: Christmas Party and Citizen of the Year is Monday, December 11th at Sportsmen's Lounge and Hackl invited all Board members to attend.

GRANT COUNTY ECONOMIC DEVELOPMENT REPORT:

Hackl, Bindl and Miller attended the meeting in Cuba City. Miller gave a report.

POLICE REPORT:

Chief Schramm submitted his monthly report. Need to schedule interview dates to establish a "pool" of eligible officers as the two individuals in the pool have taken other positions. Interviews will be done after the 1st of the year. Discussed officers carrying "Narcans". Active shooting training is scheduled for December 13th at the REMS. **MOTION** Bartlett, second Anderson to accept the Police Report. **MOTION CARRIED.**

SUPERINTENDENT REPORT:

Wardell submitted his monthly report. Meister Cheese is in the process of moving the retention pond to the south side of Industrial Drive. There is a meeting with Scot Industries on Friday to discuss the water main relocation. Discussed using the small bucket truck to read meters; since there are two utility pickup trucks and three utility employees, the small bucket truck is used daily for work. Discussed keeping a squad car to be used by employees. **MOTION** Bartlett, second Wiederholt to approve the Superintendents Report. **MOTION CARRIED.**

ADMINISTRATOR CLERK-TREASURER REPORT:

Johnson submitted her monthly report. Discussed attendance at Active Shooter Training sponsored by MEUW Safety Division in Richland Center. There are two sessions to be held in December, at no cost to the Village. This training would be open to all employees except the Police Officers since they received different training. The Board discussed in length as to who

should attend meeting, possibly have the attendees train other employees. **MOTION** Blood to send all employees to Active Shooter training in 2017 and then going forward stagger employees; after more discussion, Blood retracted his motion. **MOTION** Bartlett, second Anderson to authorize Wardell and the office employees to attend Active Shooter training in Richland Center at no cost to the Village. **MOTION CARRIED.**

MOTION Bartlett, second Miller to approve the 2017 Holiday schedule for employees. **MOTION CARRIED.**

MOTION Blood, second Bartlett to approve the Administrator Clerk's report. **MOTION CARRIED.**

ACTION ON LICENSES: **MOTION** Wiederholt, second Anderson to approve operator licenses for Nikolaus Lins, Mindy Rosenbaum, Casie Rowles, and Mathew Welsh. **MOTION CARRIED.**

ACTION ON PAYMENT OF INVOICES: **MOTION** Anderson, second Wiederholt to approve invoices as presented including \$100 MEUW invoice that was not on the list. **MOTION CARRIED.**

DISCUSSION AND ACTION ON INCLUDING USING UNUSED LEVY CARRYFORWARD FROM PRIOR YEARS IN 2017 LEVY:

MOTION Wiederholt, second Bartlett to use the adjustment for prior years unused levy carryforward (sec. 66.0602(3)(fm), Wisconsin Statutes) in the amount of \$8,084 for a proposed levy of \$765,574 for taxes collected in 2018. **MOTION CARRIED.**

CONSIDERATION OF ADJOURNING INTO CLOSED SESSION TO DISCUSS STREET LABORER AND 2018 WAGES AND COMPENSATION PURSUANT TO STATE STATUTES 19.85(1)(c): **MOTION** Bindl, second Anderson to adjourn into closed session. **ROLL CALL VOTE: YES:** Wiederholt, Bartlett, Bindl, Blood, Anderson, Miller, and Hackl. **NO:** none. **MOTION CARRIED.**

Schramm and Johnson left at this time. Board spoke with Wardell and Wirtz together and then Wardell individually.

RECONVENE TO OPEN SESSION IF NECESSARY: **MOTION** Anderson, second Bindl to reconvene into open session. **ROLL CALL VOTE: YES:** Wiederholt, Bartlett, Bindl, Blood, Anderson, Miller, and Hackl. **NO:** none. **MOTION CARRIED.**

The Board came out of closed session to work on budgets and then will adjourn back in closed session.

WORK ON 2018 BUDGETS, CAPITAL FUNDS, AND ESTABLISH PROPOSED TAX LEVY:

The Board worked on budgets, instructed Johnson on capital fund numbers and to figure a tax levy at the state allowable amount.

CONSIDERATION OF ADJOURNING INTO CLOSED SESSION TO DISCUSS STREET LABORER AND 2018 WAGES AND COMPENSATION PURSUANT TO STATE STATUTES 19.85(1)(c): **MOTION** Blood, second Wiederholt to adjourn into closed session. **ROLL CALL VOTE: YES:** Wiederholt, Bartlett, Bindl, Blood, Anderson, Miller, and Hackl. **NO:** none. **MOTION CARRIED.**

Johnson left at this time.

RECONVENE TO OPEN SESSION IF NECESSARY: MOTION Anderson, second Wiederholt to reconvene into open session. **ROLL CALL VOTE: YES:** Wiederholt, Bartlett, Bindl, Blood, Anderson, Miller, and Hackl. **NO:** none. **MOTION CARRIED.**

ACTION, IF ANY, ON CLOSED SESSION MATTERS: MOTION Wiederholt, second Anderson to eliminate both half day holidays (Good Friday and New Year's Eve); Village will pay the same dollar amount in 2018 as in 2017 for health insurance through the State with the employees paying the increase in health plans; Anthem dental for 2018 the same (premium 50/50 split), Minnesota Life Insurance the same (80/20 split for basic life); 2018 wages as presented with review of one employee in six month. **ROLL CALL VOTE: YES:** Wiederholt, Bartlett, Bindl, Blood, Anderson, Miller, and Hackl. **NO:** none. **MOTION CARRIED.**

MOTION Anderson, second Miller to terminate Dale Riddiough's employment effective November 17, 2017, process his payoff check, and Wardell to meet with Riddiough. **MOTION CARRIED.**

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

Cinda Johnson, Administrator Clerk-Treasurer