

**CITY OF VIROQUA  
COUNCIL MINUTES  
March 26, 2013**

**1. Roll call:**

The regular meeting of the Common Council was called to order at 7:30 p.m. on Tuesday, March 26, 2013 by Mayor Larry Fanta with Alderpersons Steve Bekkedal, Marc Polsean, Chuck Steinhoff, Cyndy Hubbard, Gary Krause, John Thompson, Terry Noble and Jeff Clifton present. Alderperson Mark Rahr was absent. Also present were City Administrator John Severson, City Clerk Lori Polhamus, Fire Chief Steve Skrede, DPW Steve Clark, Attorney David Jenkins, Police Chief Daron Jefson, Utility Clerk Nancy Bekkedal, Engineer Sarah Grainger, Park & Rec Director Dan Stalsberg and Kurt Muchow – Vierbicher's.

**2. Approval of the March 12, 2013 Regular Council Minutes** - Motion by Alderperson Hubbard/second by Alderperson Steinhoff to approve the minutes of the March 12, 2013 Council meeting. Voice vote all in favor. Motion carried.

**3. First period for public comment** - none

**4. Operator licenses (Public Safety)** – Motion by Alderperson Polsean/second by Alderperson Steinhoff to approve an operator license for Robert M. Bingham for Kwik Trip South. Voice vote all in favor. Motion carried.

**5. Designation of Viroqua Historic Landmark at 518 Walnut Street – Eckhart Tobacco Warehouse/Forgotten Works (Historic Preservation Commission) – tabled from 3/12/13 meeting** – Alderperson Hubbard spoke with Ed Nix, gave him a copy of the ordinance, and he signed the document indicating his approval of proceeding with the historic designation. Motion by Alderperson Steinhoff/second by Alderperson Krause to approve the Historic landmark designation for 518 Walnut Street – Eckhart Tobacco Warehouse/Forgotten Works. Voice vote all in favor. Motion carried.

**6. Approval of Vierbicher RFP for Rock Avenue Engineering Services (Public Works)** – Severson stated Public Works received six proposals with adjusted bids ranging from \$63,208 to \$121,550. Vierbicher's adjusted bid was \$69,225 and the committee voted unanimously to approve their bid. Motion by Alderperson Krause/second by Alderperson Bekkedal to approve the Vierbicher proposal for Engineering Services for the Rock Avenue project. Roll call vote all in favor. Motion carried.

**7. Approval of Capital Expenditure for Bobcat upgrade (Public Works & Finance)** Severson stated that the current Bobcat does not have the hydraulics needed to accommodate the current attachments. Normally we trade it in with a \$1500 charge. An upgrade would be a one-time charge of \$7713 with \$1500 in future years. Motion by Alderperson Krause/second by Alderperson Steinhoff to approve adding the Bobcat upgrade to capital expenditures. Roll call vote all in favor. Motion carried.

**8. Approval of Capital Expenditure for website project & marketing campaign (Finance)** John Severson, Emily Rozeske, Sarah Grainger, and Terry Noble have formed a subcommittee to discuss the website. An RFP is being put together for a project to include an upgraded website including a branding marketing campaign for Viroqua. The total project has a cost of up to \$50,000 with \$25,000 of the cost matched by the Tourism Committee. This would allow all departments to update their own information. Motion by Alderperson Polsean/second by Alderperson Hubbard to approve adding the website project and marketing campaign to capital expenditures. Roll call vote all in favor. Motion carried.

**9. Resolution authorizing borrowing by Municipal Golf Course Utility (Finance)** Severson stated the original loan was for \$800,000 and the current balance is around \$385,569.22. They are re-writing the loan for a lower interest rate and extended term. The City had guaranteed \$300,000 on the original loan so this would continue that obligation. Motion by Alderperson Polsean/second by Alderperson Krause to approve resolution 13RS006 authorizing the officers of the Viroqua Municipal Golf Course Utility to rewrite or renew an obligation to Citizens First Bank. Roll call vote all in favor. Motion carried.

**10. Approval of Proposed Emerald Ash Borer Management Plan (Tree Board)** – Grainger reviewed the plan with the Council to deal with the planned removal of City Ash trees due to the Emerald Ash Borer. We are being proactive so it will be manageable for both staff and budgets. The Urban Forestry Grant will be used to help with some of the costs and for new trees. Motion by Alderperson Steinhoff/second by Alderperson Thompson to approve the Emerald Ash Borer Management Plan. Roll call vote all in favor. Motion carried.

**11. Sewer Use Ordinance 12OR005 Revision (Public Works) –second reading (tabled from 1/29/13)** Grainger noted that there were two changes to be made to the document. The words “or acting representative” will be removed under item F. – Utility Responsibility and the word “public sewer” will be changed to “sanitary sewer” under item four – Clearwater connection prohibited. Motion by Alderperson Clifton/second by Alderperson Hubbard to approve the second reading of Ordinance 12OR005 with the changes previously noted. Voice vote all in favor. Motion carried.

**12. Payment of bills.** – Motion by Alderperson Krause/second by Alderperson Noble to approve the payment of bills on report date 03/22/13 in the amount of \$115,729.94 and additional bills report date 03/26/13 in the amount of \$17,511.50. Roll call vote all in favor. Motion carried.

**13. Department Reports – Park & Rec – Dan Stalsberg** – Park & Rec Director Dan Stalsberg presented his 2012 Department Report to the Council and answered questions during the slide presentation.

**14. Second Period for Public Comment** – none

**15. Adjournment -**

Motion made by Alderperson Steinhoff/second by Alderperson Clifton to adjourn the meeting at 8:36 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk