

**CITY OF VIROQUA  
COUNCIL MINUTES  
JANUARY 19, 2016**

**1. Roll call:**

The special meeting of the Common Council was called to order at 6:30 p.m. on Tuesday, January 19, 2016 by Mayor Larry Fanta with Alderpersons Steve Bekkedal, Marc Polsean, Terry Noble, Mike Bankes, John Montemurno, Cyndy Hubbard and Todd Sanwick present. Mike Koppa and Jeff Clifton were excused. Also present were City Administrator John Severson, City Clerk Lori Polhamus, Attorney George Hopkins, Engineer/DPW Sarah Grainger, Utility Clerk Nancy Bekkedal, Sean Lentz, Gene Laschinger, Amy Bares and Tim Hundt.

**2. Presentation on Waste Water Treatment Facility project & sewer rate case analysis – Town & Country and Ehlers Associates**

Amy Bares reviewed the various aspects of the Waste Water Treatment Facility (WWTF) upgrade which includes a separate room to isolate the screen for the primary clarifiers, a room for the electrical equipment, reconfiguration of the bio-basins from two plants to one to help with phosphorus regulations, replacement of the blowers with smaller and more efficient ones, new sludge thickening equipment, pump replacement, digester boiler/heat exchanger rehab, separate room addition for gas handling equipment, plant-wide instrument updates and a new building for the lab, administration and a one truck bay garage. There will also be an effluent force main and pump station put in. They plan to advertise for bids in late February with bid opening in April with construction to start in May ending in the fall of 2017. We have received \$650,000 in principal forgiveness from the clean water fund and hopefully a \$2.5 million grant through rural development along with a loan.

Sean Lentz reviewed the financial side of the project for the Council and the potential impact to cash balances, debt service and sewer utility rates. The overall impact would be a 58% increase in sewer rates in 2016 effective 3/1/2016. These rates are not governed by the PSC but it was recommended to follow similar procedures regarding notices and public hearings.

The Mayor was excused at 7:20 p.m. and Council President Terry Noble ran the remainder of the meeting.

**3. Approval to proceed with proposed Waste Water Treatment Facility upgrades** – Motion by Alderperson Hubbard/second by Alderperson Montemurno to proceed with the proposed waste water treatment facility upgrades as proposed. Roll call vote all in favor. Motion carried.

**4. Approval of process for sewer rate increase** – Council recommended following the same procedures regarding public hearings, public Council meeting and adjustments to ordinances as was done with the water rate case. A public meeting will be held in the next couple weeks to get information out on why the project is needed and the need for the rate increase. Motion by Alderperson Polsean/second by Alderperson Hubbard to approve the process outlined for the sewer rate increase. Voice vote all in favor. Motion carried.

**5. Approval of public meetings for Waste Water Treatment Facility upgrade and sewer rate increase** – public meetings will be held proposing the 58% rate increase as discussed.

**6. Approval to proceed with bidding contingent on USDA notice of funding** – Motion by Alderperson Montemurno/second by Alderperson Polsean to proceed with the bidding contingent on the notice of funding and rate increase approval. Voice vote all in favor. Motion carried.

**7. Period for public comment** - none

**8. Adjournment** - Motion made by Alderperson Polsean/second by Alderperson Bankes to adjourn the meeting at 7:36 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk