

**CITY OF VIROQUA  
COUNCIL MINUTES  
SEPTEMBER 12, 2017**

**1. Roll call:**

The regular meeting of the Common Council was called to order at 7:30 p.m. on Tuesday, September 12, 2017 by Mayor Larry Fanta with Alderpersons Marc Polsean, Steve Bekkedal, Mike Bankes, Cyndy Hubbard, Terry Noble, John Thompson, Sondra Naxi and Jeff Gohlke present. Alderperson Mike Koppa was excused. Also present were City Administrator John Severson, City Clerk Lori Polhamus, Attorney George Hopkins, Assistant Police Chief Todd Simonson, Fire Chief Chad Buros, Utility Clerk Cheryl Purvis, Utilities Superintendent Greg Marsh, Street Superintendent Todd Kirking, Chuck Steinhoff, Debra Stout-Tewalt, Carolyn Eness, Angie Cina, Mark Maederer and Bill Meeks

**2. Approval of the August 29, 2017 Regular Council minutes** – Motion by Alderperson Polsean/second by Alderperson Gohlke to approve the minutes from the August 29, 2017 meeting as presented. Voice vote all in favor. Motion carried.

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

**4. Approval of Wapasha Construction Co. Pay Request #12 – Wastewater Treatment Facility project (Public Works)** Motion by Alderperson Thompson/second by Alderperson Polsean to approve pay request #12 for \$474,567.38. Roll call vote all in favor. Motion carried.

**5. Public hearing on proposed change to zoning code to allow “solid waste transfer station” as conditional use in the B4 Industrial district-** the Mayor opened the public hearing at 7:38 p.m. Plan Commission did not have a quorum at two meetings that were scheduled so no recommendation will be coming from them but they are aware of this. Currently the B4 zoning has an exception for garbage in it so this would need to be added as a conditional use. Southwest Sanitation plans to build a 14,000-15,000 square foot building on the area they are purchasing from VDA at the end of Power Drive. Any garbage brought in would be a pass through and no storage within 24 hours per DNR regulations. They will be open to the public and other haulers as well with a start of 25 tons per day. Good housekeeping will help contain any odors that were a concern and industrial parks are the general areas where these types of facilities are located. The public hearing was closed at 7:55 p.m.

**6. Consideration of zoning code change to allow “solid waste transfer station” as a conditional use in the B4 Industrial district (Plan Commission)-** Motion by Alderperson Polsean/second by Alderperson Bankes to approve the zoning change adding solid waste transfer station as a conditional use in the B4 Industrial district. Voice vote all in favor. Motion carried. The next step will be for Southwest Sanitation to come back for the conditional use application approval.

**7. Resolution calling for a public hearing on a project & issuance of health care facilities revenue bonds, Series 2017 (Bethel Home & Services, Inc. Project) in an amount not to exceed \$2,400,000-** The bonds would finance the construction and capital improvements to the existing 16-unit Bethel Oaks memory care facility and additional 14-unit memory care expansion, dining and activity room, living area, private dining/conference area, gazebo and Snoezelen room. A public hearing is scheduled for October 10<sup>th</sup>. Motion by Alderperson Gohlke/second by Alderperson Hubbard to approve resolution 17RS012. Roll call vote all in favor. Motion carried.

**8. Acceptance of Award of CDBG grant for infrastructure and street improvements on N. Rusk Avenue, E. Church Street and N. Washington Street-** we were awarded a \$500,000 grant for the street project which requires an official acceptance by Council. Motion by Alderperson Noble/second by Alderperson Bankes to accept the CDBG award of \$500,000. Roll call vote all in favor. Motion carried.

**9. Approval of City procurement policy-** part of the CDBG requirements is to adopt a procurement policy to make sure that we are following bidding requirements set by the grant and state statutes. Motion by Alderperson Polsean/second by Alderperson Naxi to approve the procurement policy. Voice vote all in favor. Motion carried.

**10. Resolution authorizing separate checking account for CDBG-PF grant funding-** Another requirement of the grant funding is to have a separate account to receive and disburse the funds of the grant. Motion by Alderperson Hubbard/second by Alderperson Gohlke to approve resolution 17RS013 authorizing the separate checking account at Peoples State Bank. Voice vote all in favor. Motion carried.

**11. Resolution amending resolution 17RS010 adopted to authorize the issuance and sale of \$4,996,000 sewerage system mortgage revenue bonds of the City of Viroqua, Vernon County, Wisconsin, and providing for the payment of the bonds and other details with respect to the bonds-** when the original resolution for the bonds was done it included a bond interest rate of 2.0% and it should have been 2.5%. This resolution corrects that error for the bond closing. Motion by Alderperson Gohlke/second by Alderperson Hubbard to approve resolution 17RS014 amending resolution 17RS010. Roll call vote all in favor. Motion carried.

**12. Loan resolution authorizing incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending its sewer utility – USDA requirement –** Motion by Alderperson Thompson/second by Alderperson Polsean to approve resolution 17RS015. Roll call vote all in favor. Motion carried.

**13. Ordinance regarding races on City Streets – Second Reading (Public Safety) –** Motion by Alderperson Gohlke/second by Alderperson Hubbard to approve the second reading of ordinance 17OR008 regarding races on City streets. Voice vote all in favor. Motion carried.

**14. Recommendation to Council on adding zoning administration duties to Fire Chief position (Public Safety/Finance) –** This is not a new position but adding duties for a combined full-time position. Most of the funding is already in the budget and fee increases will also be looked at for permits. There are over 400 fire inspections being done in house also along with community education and training for revenue options.

**15. Possible closed session per Wis. Stats 19.85 (1) (c) – considering employment, promotion, compensation or performance evaluation data of any public employee over which the governing body has jurisdiction or exercises responsibility – Fire Chief Position-** Motion by Alderperson Gohlke/second by Alderperson Bekkedal to enter closed session at 8:17 p.m. Roll call vote all in favor. Motion carried.

**16. Reconvene in open session with possible action on items discussed during closed session-** Motion by Alderperson Thompson/second by Alderperson Hubbard to reconvene in open session at 9:27 p.m. Roll call vote all in favor. Motion carried. Motion by Alderperson Thompson/second by Alderperson Hubbard to approve the promotion of Chad Buros to the position of full-time Fire Chief with zoning administrator responsibilities at a salary of \$65,000/year, three weeks' vacation and all other benefits for a full-time position. Roll call vote all in favor. Motion carried.

**17. Payment of bills (Finance) –** Motion by Alderperson Hubbard/second by Alderperson Noble to approve the payment of bills on report date 09/07/17 in the amount of \$55,797.18 and additional bills on report date 9/12/2017 in the amount of \$54,186.08. Roll call vote all in favor. Motion carried.

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

**19. Adjournment -** Motion made by Alderperson Polsean/second by Alderperson Naxi to adjourn the meeting at 9:32 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk