

**CITY OF VIROQUA
COUNCIL MINUTES
JANUARY 14, 2020**

1. Roll call:

The regular meeting of the Common Council was called to order at 7:30 p.m. on Tuesday, January 14, 2020 by Mayor Karen Mischel at the Police/Fire Station with Alderpersons Gregory Splinter, Terry Noble, Mike Koppa, Cyndy Hubbard, John Thompson and Sondra Naxi present. David Tryggestad and Tanja Birke were excused. Also present were City Clerk Lori Polhamus, Administrator Nate Torres, Public Works Director Sarah Grainger, Police Chief Rick Niedfeldt, Fire Chief Chad Buros, Assistant Police Chief Todd Simonson, Peter Bergquist, Tim Hundt, Brandon Larson and Ashley Keenan.

2. Approval of the December 10, 2019 Regular Council minutes – Motion by Alderperson Splinter/second by Alderperson Naxi to approve the minutes from the previous meeting. Voice vote all in favor. Motion carried.

3. First period for public comment – None

4. Acceptance of retirement of Jeff Gohlke as Ward 9 Alderperson – Motion by Alderperson Noble/second by Alderperson Hubbard to accept the retirement of Jeff Gohlke. Voice vote all in favor. Motion carried.

5. Appointment of Peter Bergquist as Ward 9 Alderperson – Motion by Alderperson Thompson/second by Alderperson Noble to accept the appointment of Peter Bergquist as Ward 9 Alderperson. Voice vote all in favor. Motion carried.

6. Operator license approvals (Public Safety)- Motion by Alderperson Hubbard/second by Alderperson Noble to approve operator licenses for Tara Gallagher, Rufus Haucke and Samuel Caldwell. Voice vote all in favor. Motion carried.

7. Certified Survey Map – Viroqua Children’s House Montessori Preschool (Plan Commission) – Motion by Alderperson Naxi/second by Alderperson Hubbard to approve the certified survey map. Voice vote all in favor. Motion carried.

8. Extraterritorial Certified Survey Map – Dan Oftedahl (Plan Commission) – Motion by Alderperson Noble/second by Alderperson Naxi to approve the extraterritorial certified survey map. Voice vote all in favor. Motion carried.

9. Approval of Driftless Humane Society 2020 contract – Motion by Alderperson Noble/second by Alderperson Koppa to approve the 2020 contract for \$16,000. Roll call vote all in favor. Motion carried.

10. Approval of Change Order #1 – A1 Excavating (City of Viroqua/Vernon County Industrial Park Expansion Project – EDA (Public Works)) – Motion by Alderperson Koppa/second by Alderperson Splinter to approve Change Order #1 for \$3737.00. Roll call vote all in favor. Motion carried.

11. Approval of Pay Request #2 – A1 Excavating (City of Viroqua/Vernon County Industrial Park Expansion Project-EDA) (Public Works)- Motion by Alderperson Hubbard/second by Alderperson Koppa to approve pay request #2 for \$495,758.45. Roll call vote all in favor. Motion carried.

12. Approval of contract with Strand Associates for GIS Web Site Hosting Services (Public Works) – Motion by Alderperson Thompson/second by Alderperson Naxi to approve the two-year contract at \$1800 annually and amendment to the original contract to add the additional two years. Roll call vote all in favor. Motion carried.

13. Approval of traffic study for Main Street Improvements (Public Safety) – Grainger has been in contact with the DOT regarding the various grants that we are eligible for. Many of these grants require a traffic study as part of the planning process for the items discussed previously at Public Safety such as the traffic signal warrant and the right turn only intersection corridor evaluation. The cost for Strand & Associates to do the study would be about \$12,000. Motion by Alderperson Thompson/second by Alderperson Hubbard to approve the traffic study for Main Street Improvements. Roll call vote all in favor. Motion carried.

14. Possible closed session per Wis. Stats 19.85 (1)(e) – deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Sleepy Hollow Development Agreement Analysis- this item was tabled.

15. Reconvene in open session with possible action on items discussed during closed session- tabled

16. Discussion with possible approval of Sleepy Hollow Development Agreement - tabled

17. Discussion with tour of Police facilities for capital planning – Police Chief Rick Niedfeldt and Assistant Chief Todd Simonson conducted a tour of the facilities for the Council and answered questions.

18. Authorization to pursue FEMA grant funding and start procurement process for architect services for City Hall/Police Station project – Brandon Larson worked with Nate Torres on a preliminary Hazard Mitigation Grant through FEMA for a Community Safe Room. The initial application was approved with a 75% Federal share, 12.5% State Share and 12.5% local share. With the proposed building of City Hall this could help pay for the community room space as part of the project. The estimate for the safe room project was \$350,000 and it was suggested we work on obtaining an architect now that could help with the entire City Hall project. Torres reviewed the timeline for the grant within the Council. Motion by Alderperson Thompson/second by Alderperson Hubbard to approve pursuing the grant funding and start the procurement process for architect services. Voice vote all in favor. Motion carried.

19. Payment of bills (Finance) - Motion by Alderperson Hubbard/second by Alderperson Noble to approve the payment of bills on report date 01/10/20 in the amount of \$1,361,741.11 additional bills on report date 01/14/2020 for \$1,257,687.44. Roll call vote all in favor. Motion carried.

20. Second Period for Public Comment – Tim Hundt asked if there will be a recognition of Jeff Gohlke.

21. Adjournment - Motion made by Alderperson Hubbard/second by Alderperson Naxi to adjourn the meeting at 9:03 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk