

**CITY OF VIROQUA
COUNCIL MINUTES
DECEMBER 13, 2011**

1. Roll call:

The regular meeting of the Common Council was called to order at 7:30 p.m. by Mayor Larry Fanta with Alderpersons David Tryggestad, Marc Polsean, Chuck Steinhoff, Wes Mack, Cyndy Hubbard, John Thompson, Terry Noble and Jeff Clifton present. Alderperson Gary Krause was absent. Also present were City Administrator John Severson, Deputy Clerk Jodie Oliver, Police Chief Daron Jefson, Fire Chief Steve Skrede, DPW Steve Clark, Park and Recreation Director Dan Stalsberg, City Attorney David Jenkins and Broadcaster reporter Jennifer Wieman.

2. Approval of the November 29, 2011 Regular Council Minutes.

Motion by Alderperson Polsean to approve the minutes of the November 29, 2011 meeting. Seconded by Alderperson Noble. All voted aye on voice vote. Motion carries.

3. First period for public comment.

None.

4. Resolution endorsing the City of Westby and the City of Viroqua Safe Routes to School Plan – Peter Fletcher, Mississippi River Regional Planning Commission

Mr. Fletcher presented the Safe Routes to School Plan to the Council. The Cities of Viroqua and Westby received a Safe Routes to School Planning Grant in 2010 to fund development of the plan. The purpose of the plan is to help create safer walking and bicycle routes so that parents feel comfortable allowing their children to walk and bike to school leading to more active and healthier lifestyles. The Planning Task Force was comprised of representatives from the two communities, five educational facilities along with members of the public. The plan identifies infrastructure safety improvements needed to create a safe walking/biking environment. Approval of the plan will allow application for implementation funds. Motion by Alderperson Hubbard to approve Resolution No. RS010 endorsing the City of Westby and City of Viroqua Safe Routes to School Plan. Seconded by Alderperson Mack. All voted aye on voice vote. Motion carries.

5. Denial of claim for property damage – Cynthia Turner, 806 Abbey Lane

John Severson presented a letter dated November 28, 2011 from Statewide Services, Inc., which administers claims for the League of Wisconsin Municipalities Mutual Insurance, regarding a claim submitted by Cynthia Turner for property damage as a result of sewer backup. Statewide Services Inc. recommends that the City of Viroqua deny this claim pursuant to the Wisconsin Statute for disallowance of claim 893.80(1g). The disallowance of the claim in this matter allows the shortening of the statute of limitations period to six months. The investigation by Statewide Services Inc. found no liability on behalf of the City of Viroqua. The City looked at the sewer line in front of the claimant's property and no major obstructions were found. A report was also completed by CWE, Inc. which showed the capacity of the line to be adequate. Motion by Alderperson Polsean to deny the claim of Cynthia Turner. Seconded by Alderperson Thompson. All voted aye on voice vote. Motion carries.

6. Approval of contract with Strand Associates Inc. for Ash Borer Management Plan (Tree Board)

The Viroqua Tree Board was awarded a 2011 DNR Urban Forestry Grant for development of an ash borer management plan. The grant provides \$3,000 in matching funds. Three proposals were received in response to an RFP. Strand Associates \$4,900, Wachtel Tree Science & Service \$6,000 and Bluestem Forestry Consulting Inc. \$5,056. The Tree Board recommends granted the contract to Strand Associates in the amount of \$4,900. Alderperson Steinhoff questioned the need for the management plan and

expenditure as did Alderperson Tryggestad. The Council discussed the Ash Bore Management Plan. Motion by Alderperson Clifton to approve the Contract with Strand Associates in the amount of \$4,900. Seconded by Alderperson Hubbard. On roll call vote Alderpersons Polsean, Mack, Hubbard, Thompson, Clifton and Noble voted aye. Alderpersons Tryggestad and Steinhoff voted no. Motion carries.

7. Approval of Vig & Associates to perform 2011 audit

The estimated cost for the 2011 audit of all funds by Vig & Associates is \$15,350 to \$16,400. Motion by Alderperson Mack to approve Vig & Associates to perform the 2011 City of Viroqua audit. Seconded by Alderperson Noble. On roll call vote all voted aye. Motion carries.

8. 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 governmental body has jurisdiction or exercises responsibility – Clerk/Treasurer position

Motion by Alderperson Noble convene in closed session. Seconded by Alderperson Hubbard. On roll call vote all voted aye. Motion carries.

9. Reconvene in open session for possible action

The Council reconvened in open session as noted on the agenda. Motion by Alderperson Thompson to hire Lori Polhamus as Clerk/Treasurer for the City of Viroqua at a yearly salary of \$50,000, two weeks of vacation and a start date of January 3, 2012. Seconded by Alderperson Mack. On roll call vote all voted aye. Motion carries.

10. Payment of bills.

Motion by Alderperson Mack to approve the payment of bills as presented on payment reports dated December 9, 2011 and December 13, 2011 in the amounts of \$81,729.90 and \$44,356.07. Seconded by Alderperson Polsean. On roll call vote all voted aye. Motion carries.

11. Second Period for Public Comment.

None

12. Adjournment

Motion made by Alderperson Steinhoff to adjourn the meeting until December 27th, 2011. Seconded by Alderperson Mack. All voted aye on a voice vote. Motion carries.

John Severson
Clerk, Treasurer, Administrator