

**CITY OF VIROQUA
COUNCIL MINUTES
OCTOBER 9, 2018**

1. Roll call:

The regular meeting of the Common Council was called to order at 7:30 p.m. on Tuesday, October 9, 2018 by Mayor Karen Mischel with Alderpersons Steve Bekkedal, Terry Noble, Tanja Birke, Mike Koppa, Cyndy Hubbard, Sondra Naxi, John Thompson and Jeff Gohlke present. Alderperson Gregory Splinter was excused. Also present were City Administrator John Severson, City Clerk Lori Polhamus, Attorney Stephanie Hopkins, Police Chief Daron Jefson, Dr. Arnson, Mike Brendel, Mike Olson, Doug Swenson and Tim Hundt.

2. Approval of the September 25, 2018 Regular Council minutes – Motion by Alderperson Birke/second by Alderperson Gohlke to approve the minutes from the previous meeting as presented. Voice vote all in favor. Motion carried.

3. First period for public comment – none

The Council moved to item five on the agenda.

5. Approval of project management and reimbursement agreement for mowing tractor purchase – Airport Commission- Mike Olson and Doug Swenson explained that there is a state grant program that allows up to \$25,000 towards mowing equipment for airports and this is part of their five-year plan. The State pays 80% of the grant. The current tractor they are using is over 40 years old and worth \$3500 in trade. They need to get three bids and the City would have to up-front the cost. They have located a tractor for \$23,000 that once the grant is paid and with the trade in would end up costing the City \$1500. Motion by Alderperson Hubbard/second by Alderperson Bekkedal to approve the project management and reimbursement agreement for the mowing tractor purchase for the airport. Roll call vote all in favor. Motion carried.

The Council returned to item four on the agenda.

4. Information on upcoming November Viroqua School Referendum- Dr. Arnson & Mike Brendel- Arnson and Brendel discussed the school's strategic plan and reasons for the referendum and answered questions from the Council.

6. Operator license approvals (Public Safety) – Motion by Alderperson Thompson/second by Alderperson Bekkedal to approve the operator license for Jennifer Steinmetz. Voice vote all in favor. Motion carried.

7. Reappointment of Alycann Taylor, Mike Koppa, Ted Parrish, Dani Lind and Michael Corr to Tourism Commission for two-year term expiring 2/14/2020 (current term expired 2/14/2018) – tabled from 9/25/2018 meeting- Motion by Alderperson Hubbard/second by Alderperson Naxi to approve the re-appointment of Taylor, Koppa, Parrish, Lind and Corr to the Tourism Commission. Voice vote all in favor. Motion carried.

8. Approval of purchase of cash receipts module for software system (Public Works/Finance)- Purvis stated this is one of the steps needed to work towards the credit card acceptance in the future. This will allow all credit card payments to be directly posted into our system without having to manually enter off a file from the bank and will reduce the chance of fraud and errors. The total of the product is \$5100 with a yearly support fee of \$900. The utility side will be using it more in the beginning so the breakdown of the cost would be 45% water, 45% sewer and 10% City. Motion by Alderperson Gohlke/second by Alderperson Thompson to approve the purchase of the cash receipts module for the software system. Roll call vote all in favor. Motion carried.

9. Plan Commission ordinance revision- this ordinance gives the Mayor more leeway on the membership and removes the City Engineer as a voting member of the commission as well as the wording of a Park Board. There are a few minor changes to wording still needed but the Council was fine with Hopkins fixing those issues. Motion by Alderperson Gohlke/second by Alderperson Hubbard to approve Ordinance 18OR002 revising the Plan Commission with the proposed changes and waive the second reading. Voice vote all in favor. Motion carried.

10. Quotes for 2018 capital borrowing- we received three quotes for the capital borrowing which will be a total of \$728,365. All are for ten-year fixed terms. The quotes were: Citizens First Bank 4.65%, Peoples State Bank 2.9% and Royal Bank 3.16%. The Finance Committee recommended the quote from Peoples State Bank. Motion by Alderperson Bekkedal/second by Alderperson Noble to accept the bid from Peoples State Bank for 2.9% for ten years. Roll call vote all in favor. Motion carried.

11. Payment of bills (Finance) – Motion by Alderperson Hubbard/second by Alderperson Gohlke to approve the payment of bills on report date 10/04/18 in the amount of \$142,006.74 and additional bills on report date 10/09/2018 in the amount of \$83,839.40. Roll call vote all in favor. Motion carried.

12. Second Period for Public Comment – none

13. Adjournment - Motion made by Alderperson Birke/second by Alderperson Koppa to adjourn the meeting at 8:26 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk