

**CITY OF VIROQUA
COUNCIL MINUTES
DECEMBER 11, 2018**

1. Roll call:

The regular meeting of the Common Council was called to order at 7:30 p.m. on Tuesday, December 11, 2018 by Mayor Karen Mischel with Alderpersons Steve Bekkedal, Gregory Splinter, Terry Noble, Tanja Birke, Mike Koppa, Cyndy Hubbard, Sondra Naxi and Jeff Gohlke present. Alderperson John Thompson was excused. Also present were City Administrator John Severson, City Clerk Lori Polhamus, Attorney George Hopkins, Police Chief Daron Jefson, Public Works Director/Engineer Sarah Grainger, Utility Clerk Cheryl Purvis, Park & Rec Director Dan Stalsberg, Nora Roughen-Schmidt, Tim Hundt and Angie Cina

2. Approval of the November 27, 2018 Regular Council minutes – Motion by Alderperson Splinter/second by Alderperson Naxi to approve the minutes from the previous meeting as presented. Voice vote all in favor. Motion carried.

3. First period for public comment – none

4. Certified survey map – Marv Hansen (Plan Commission) – Motion by Alderperson Gohlke/second by Alderperson Hubbard to approve the certified survey map. Voice vote all in favor. Motion carried.

5. Presentation on Viroqua Chamber Main Street program – Nora Roughen-Schmidt – Nora reviewed the 2018 wine walk statistics, revitalization data and insurance programs available from the Chamber as well as an overall program review for the Council and answered questions.

6. Operator license approvals- Motion by Alderperson Gohlke/second by Alderperson Birke to approve an operator license for Aja Neidel. Voice vote all in favor. Motion carried.

7. Approval of contract agreement with PSN for online billing and debit/credit card payments (Public Works) – this contract is with Payment Service Network which will include online billing and a credit card swipe machine. These are costs that the utility will be paying. The customer will be charged a user fee if they choose to use the service. This service will also be integrated with the Beacon software which allows customers to check their usage in real-time. Motion by Alderperson Hubbard/second by Alderperson Koppa to approve the contract agreement with PSN for online billing and debit/credit card payments. Voice vote all in favor. Motion carried.

8. 2018 budget amendments for capital expenditures (Finance) – this is the formal approval of the capital borrowing budget amendments for \$737,487. We had previously budgeted \$419,000. This will add the borrowing amounts to the budget and be offset in each of the individual accounts. Motion by Alderperson Splinter/second by Alderperson Hubbard to approve the 2018 budget amendments. Roll call vote all in favor. Motion carried.

9. Refunding of the 2010 Sewer System Revenue bonds (Presale Report) – this is a refunding of the 2010A \$1,675,000 sewer bonds. By completing this before the end of the year we can use the 2017 audit numbers. Otherwise we would have to wait until after the 2018 audit and interest rates could increase. The plan is to use all local banks and the revenue is pledged from the utilities. The potential savings is \$67,569. Motion by Alderperson Bekkedal/second by Alderperson Gohlke to approve the refunding of the 2010A sewer system revenue bonds. Roll call vote all in favor. Motion carried. There will be a special Council meeting on the 18th to finalize the sale.

10. Ordinance rescinding Section 2.09.030 imposing residency requirement for City Administrator – second reading – Motion by Alderperson Naxi/second by Alderperson Splinter to approve the second reading of Ordinance 18OR004. Voice vote all in favor. Motion carried.

11. Payment of bills (Finance) – Motion by Alderperson Hubbard/second by Alderperson Birke to approve the payment of bills on report date 12/11/18 in the amount of \$258,398.39. Roll call vote all in favor. Motion carried.

12. Second Period for Public Comment – none

13. Adjournment - Motion made by Alderperson Naxi/second by Alderperson Gohlke to adjourn the meeting at 8:10 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk