

**CITY OF VIROQUA  
COUNCIL MINUTES  
March 31, 2020**

**1. Roll call:**

The regular meeting of the Common Council was called to order at 7:30 p.m. on Tuesday, March 31, 2020 by Mayor Karen Mischel via online zoom meeting #759887685 with Alderpersons David Tryggestad, Gregory Splinter, Terry Noble, Tanja Birke, Cyndy Hubbard, John Thompson, Sondra Naxi and Peter Bergquist present. Alderperson Mike Koppa was absent. Also present were City Clerk Lori Polhamus, Administrator Nate Torres, Public Works Director Sarah Grainger, Park & Rec Director Dan Stalsberg, Police Chief Rick Niedfeldt, Fire Chief Chad Buros, Library Director Trina Erickson, Utility Clerk Cheryl Purvis, Sean Lentz, Ashley Keenan and Evan Blatner.

**2. Approval of the March 10, 2020 Regular and March 23, 2020 Special Council minutes** – Motion by Alderperson Birke/second by Alderperson Splinter to approve the minutes from the previous meetings. Voice vote all in favor. Motion carried.

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

**4. Discussion regarding possible impact of COVID-19 pandemic on City financial forecasts – Sean Lentz-Ehlers** – Lentz reviewed a PowerPoint with Council and answered questions. Interest rates have dropped to record lows, so we want to move our timeline of borrowing to coincide with equipment and project contract purchases. We need to have the financing in place for projects rather than using fund balance which could affect our bond rating. An overview of our projects and where we are right now was suggested for our next meeting.

**5. Approval of Citizen’s Bank EDA interim financing changes** – the financing we received from the bank was a closed end loan for 1.8 million rather than an open line of credit. With the uncertainty and timing of the EDA reimbursements it would be better to have an open line of credit where multiple draws can be done with the balance never going over the 1.8 million. The first reimbursement has come in and has been applied to the balance, but the next reimbursement could be delayed because of current circumstances. The bank is willing to make the change with the interest rate remaining the same at 1.4% until 2/1/2021. Motion by Alderperson Hubbard/second by Alderperson Splinter to approve the change of the Citizen’s Bank EDA interim financing from a closed end loan to an open-ended line of credit. Roll call vote all in favor. Motion carried.

**6. Extraterritorial Certified Survey Map – Dan Oftedahl (Plan Commission)** – Motion by Alderperson Hubbard/second by Alderperson Tryggestad to approve the extraterritorial certified survey map. Roll call vote all in favor. Motion carried.

**7. Extraterritorial Certified Survey Map – Redemption Chapel (Plan Commission)** – Motion by Alderperson Tryggestad/second by Alderperson Noble to approve the extraterritorial survey map. Roll call vote all in favor. Motion carried.

**8. Discussion and possible action on amendments to the Employee Policies and Guidance re: COVID-19** – Torres reviewed the Families First Interim Compliance, Emergency Leave and Supplemental policies with the Council and answered questions. Motion by Alderperson Thompson/second by Alderperson Hubbard to rescind the previous policies from 3/23/2020 meeting and approve the new policies discussed with the Utilities Clerks being also excluded from the emergency responder listing. Roll call vote all in favor. Motion carried.

**9. Payment of bills (Finance)** - Motion by Alderperson Naxi/second by Alderperson Hubbard to approve the payment of bills on report date 03/26/2020 in the amount of \$266,011.43 and additional bills on report date 03/31/2020 for \$12,165.79. Roll call vote all in favor. Motion carried.

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

**11. Adjournment -** Motion made by Alderperson Birke/second by Alderperson Bergquist to adjourn the meeting at 8:57 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk