

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

1. Roll call:

The regular meeting of the Common Council was called to order at 7:30 p.m. on Tuesday, April 14, 2020 by Mayor Karen Mischel via online zoom meeting #231286534 with Alderpersons David Tryggestad, Gregory Splinter, Terry Noble, Tanja Birke, Mike Koppa, Cyndy Hubbard, John Thompson, Sondra Naxi and Peter Bergquist present. Also present were City Clerk Lori Polhamus, Administrator Nate Torres, Public Works Director Sarah Grainger, Police Chief Rick Niedfeldt, Fire Chief Chad Buros, Library Director Trina Erickson, Utility Clerk Cheryl Purvis, Justin and Amanda Running, Tim Hundt, John Porter, Ashley Keenan and Evan Blatner.

2. Approval of the March 31, 2020 Regular Council minutes – Motion by Alderperson Birke/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. Approval of appraisal for City property on Railroad Avenue (18 acres) (Public Property) – this is the acreage east of Railroad Avenue that was purchased from the County that is now served by sewer and water. As part of the EDA grant this land needs to be sold at fair market value to any developer per the EDA agreement. An appraisal is needed to determine the value and this is a Tid 7 eligible cost. Motion by Alderperson Birke/second by Alderperson Noble to approve the appraisal by Midwest Appraisal for \$2400. Roll call vote all in favor. Motion carried.

5. Running Inc. proposal regarding parcel pickup and other transportation issues with possible action – Justin and Amanda Running updated Council on operations during the Covid-19 pandemic. They have reduced their service hours ending at 7:00pm versus 9:00pm with no shared ride right now but only individual trips. They did 1067 trips in February compared to 580 in April. Their drivers are using facemasks and have hand sanitizer on order. They are requesting to provide deliveries from the food pantries on Mondays where the food could be delivered directly to a person's house versus picking up the person and bringing them to the food pantry. This would currently cost \$10.00 by contract but would like to have this available for free and keep people at home. Motion by Alderperson Thompson/second by Alderperson Tryggestad to approve the rate change to allow free parcel pickup during this pandemic. Roll call vote all in favor. Motion carried.

6. Operator license approvals (Public Safety) – Motion by Alderperson Thompson/second by Alderperson Splinter to approve an operator license for Laurie Millane. Roll call vote all in favor. Motion carried.

7. Approval of bid for seal coating (Public Works) – Motion by Alderperson Birke/second by Alderperson Naxi to approve the bid from Struck and Irwin for \$64,959.50. Roll call vote all in favor. Motion carried.

8. Approval of bid for hot mix paving (Public Works) We received two bids from Mathy and Sheldon's. Motion by Alderperson Hubbard/second by Alderperson Koppa to approve Mathy for large projects over 2000 and wedging and Sheldon's for the smaller projects and patching. Roll call vote all in favor. Motion carried.

9. Appointment of Redevelopment Authority of the City of Viroqua members – we are working on a USDA Community Facilities loan for 40 years for the City Hall/Police Station project and bringing in the Redevelopment Authority is part of the process. They will be the owners of the building and lease it back to the City. Motion by Alderperson Tryggestad/second by Alderperson Koppa to appoint Jan Rasikas and Laura Meeks to one-year terms, Amanda Warthensen to a two-year term, Chris Rozeske to a three-year term and Tom Weston to a four-year term with Tanja Birke and John Thompson as Council representatives. Roll call vote all in favor. Motion carried.

10. Review of financial guidelines and Capital Improvement Plan project update with possible action –

Torres reviewed revenues and expenses and the potential impacts that Covid-19 may have on them with a potential \$40,000 impact to the budget. The comprehensive plan and website projects have been delayed and other projects may also be on hold or moved to other years within the plan to offset some shortfalls. Motion by Alderperson Birke/second by Alderperson Tryggestad to approve the Capital Improvement Plan updates and financial guidelines as presented. Roll call vote all in favor. Motion carried.

11. Preliminary resolution to vacate property adjoining 409 Pine Street – John Porter at 409 Pine Street had a survey completed that showed a six-foot strip of land currently owned by the City running from Pine Street to Maple Street that part of his driveway is actually on. Other neighbors have buildings in this area as well and it will probably never be used for a public purpose so we could vacate it. The Porters have an accepted offer to purchase part of the property from the neighbor that would acquire this property through the vacation process contingent on the vacation moving forward. As it stands the current property owners to the east of this area would receive the land vacated versus splitting down the middle per the survey. Alderperson Noble would like to see an attorney opinion if we could split the properties to both neighbors since there are already buildings crossing over the boundaries. Motion by Alderperson Hubbard/second by Alderperson Splinter to approve resolution 020RS005 to vacate property adjacent to Pine Street in the Nuzum and Smith Additions. Roll call vote all in favor. Motion carried.

12. Covid-19 updates – Non-action item – many employees have been teleworking and out of the building. We have cloth masks for everyone and working on the financial analysis of the effects of the Covid-19.

14. Payment of bills (Finance) - Motion by Alderperson Hubbard/second by Alderperson Noble to approve the payment of bills on report date 04/09/2020 in the amount of \$43,967.73 and additional bills on report date 04/14/2020 for \$174,728.65. Roll call vote all in favor. Motion carried.

15. Second Period for Public Comment – Tim Hundt stated they are trying to find some aid for Chamber of Commerce as well during this time.

16. Adjournment - Motion made by Alderperson Splinter/second by Alderperson Tryggestad to adjourn the meeting at 9:20 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk