

**CITY OF VIROQUA  
COUNCIL MINUTES  
May 26, 2020**

**1. Roll call:**

The regular meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, May 26, 2020 by Mayor Karen Mischel via online zoom meeting #87498140504 with Alderpersons David Tryggestad, Gregory Splinter, Terry Noble, Tanja Birke, Mike Koppa, Cyndy Hubbard, John Thompson and Peter Bergquist present. Also present were City Clerk Lori Polhamus, Administrator Nate Torres, Public Works Director Sarah Grainger, Police Chief Rick Niedfeldt, Library Directory Trina Erickson, Attorney Stephanie Hopkins, Todd Frawley, Craig Mathews, Tom Wilson, Sara Berger and Tim Hundt.

**2. Approval of the May 12, 2020 Regular Council minutes** – Motion by Alderperson Birke/second by Alderperson Bergquist to approve the minutes from the previous meeting. Voice vote all in favor. Motion carried.

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

**4. Review and approval of Administrative Services Agreement updates for CDBG Revolving Loan Housing Fund with Couleecap (Finance)** Sara Berger at Couleecap has updated the agreement to include new language from the State program. The funds for the housing fund have revolved and so some of the language in the 2009 agreement is no longer relevant and fees have changed. This agreement updates all of the language and brings it in line with how the program is currently operating. Motion by Alderperson Birke/second by Alderperson Thompson to approve the Administrative Services Agreement updates. Roll call vote all in favor. Motion carried.

Council moved to item #11 on the agenda

**11. Review and approval of concrete bleachers schematic design (Park & Rec)** – Council reviewed the new layout as presented to Park & Rec committee which includes eleven rows of seating with an 11-foot deep platform seating at the top. The footprint of the bleachers is the same and will update to vertical cable railing. The bleachers only total was \$231,600 and the bleachers with platform is \$258,700. This does not include the design and engineering of \$38,100 approved previously. Motion by Alderperson Mike Koppa/second by Terry Noble to approve the bleacher design with the platform. Roll call vote all in favor. Motion carried.

Council returned to the regular order of the agenda

**5. Application for chicken permit at 914 Conner Street – Jason & Jessica Cress** – the only change that they need to make is the setbacks from the lot line and house and they have agreed to this. Motion by Alderperson Birke/second by Alderperson Hubbard to approve the chicken permit for 914 Conner Street. Roll call vote all in favor. Motion carried.

**6. Review and approval of resolution for USDA water loan of \$1,347,000 for South Rusk and Washington Avenue project (Public Works)** – Motion by Alderperson Thompson/second by Alderperson Splinter to approve resolution 020RS007 for the USDA water loan of \$1,347,000. Roll call vote all in favor. Motion carried.

**7. Review and approval of resolution for USDA sewer loan of \$1,676,000 for South Rusk and Washington Avenue project (Public Works)** – Motion by Alderperson Thompson/second by Alderperson Splinter to approve resolution 020RS008 for the USDA sewer loan of \$1,676,000. Roll call vote all in favor. Motion carried.

**8. Resolution declaring property at 124 W Decker Street to be blighted and authorize the Redevelopment Authority of the City of Viroqua to acquire and assist the redevelopment of the property** – Motion by Alderperson Birke/second by Alderperson Koppa to approve resolution 020RS009 declaring property at 124 W Decker Street blighted and authorize RDA to acquire and assist the redevelopment of the property. Roll call vote all in favor. Motion carried.

**9. Appointment of Travis Geary to Airport Commission for six-year term expiring 9/1/2026 to replace Dwain Munyon whose term expires 9/1/2020** – Motion by Alderperson Tryggestad/second by Alderperson Hubbard to appoint Travis Geary to the Airport Commission. Roll call vote all in favor. Motion carried.

**10. Update on Railroad Avenue project timeline with possible action (Public Works)** – it was recommended by the committee to split the project into two phases with part in 2020 and the second in possibly 2023. This would be paid by sewer reserves and be tied into the South Rusk Avenue project for bids. The cost for phase one would be \$166,500 and phase two \$133,500. Motion by Alderperson Splinter/second by Alderperson Hubbard to approve the Railroad Avenue timeline. Roll call vote all in favor. Motion carried.

**12. Discussion with possible action on policy for City buildings in response to Covid-19** – Torres reviewed the proposed policy with Council that continues keeping City Hall closed with allowing the Clerks to work full days on alternating schedules remotely that have been done previously. The Zoom meetings will continue for all meetings and any meetings within the building that cannot be held via zoom would require people to wear masks. Shields will be installed at the front desks and we will be following all CDC guidelines. Council discussed the pros and cons on the park shelters, playground and bathrooms re-opening. Motion by Alderperson Hubbard/second by Alderperson Koppa to accept the City Hall recommendations and keep the park shelters, playgrounds and bathrooms closed and revisit this at the June 30<sup>th</sup> Council meeting. Roll call vote all in favor. Motion carried. Alderperson Koppa also noted that the Park & Rec Committee has canceled all 2020 Park & Rec programs.

**13. Payment of bills (Finance)** - Motion by Alderperson Hubbard/second by Alderperson Birke to approve the payment of bills on report date 05/20/2020 in the amount of \$193,170.76 and additional bills on report date 05/26/2020 for \$41,274.93. Roll call vote all in favor. Motion carried.

**14. Second Period for Public Comment** – None

**15. Adjournment** - Motion made by Alderperson Splinter/second by Alderperson Tryggestad to adjourn the meeting at 8:39 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk