

**CITY OF VIROQUA  
COUNCIL MINUTES  
JULY 28, 2020**

**1. Roll call:**

The regular meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, July 28, 2020 by Mayor Karen Mischel via online zoom meeting #84929677451 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, Park & Rec Director Dan Stalsberg, Library Directory Trina Erickson, Attorney Stephanie Hopkins, Craig Mathews, Kurt Muchow, Todd Frawley, LaVon Felton, Mike Maas of ADCI as well as several members of the public.

**2. Approval of the June 30, 2020 and July 14, 2020 Regular Council minutes** – Motion by Alderperson Birke/second by Alderperson Bergquist to approve the minutes of both meetings. Roll call vote all in favor. Motion carried.

**3. First period for public comment** – Melanie Martinez read a letter from the Governance Circle of VERJ (Viroqua Effecting Racial Justice) requesting the Diversity Board ordinance be tabled so questions on the Board members, compensation and the process can be worked through. Max Kane and son Brilliant stated they would like to see the play equipment in Eckhart Park opened back up and suggested a possible petition effort. MJ McCarty stated home schooled children need to interact with others and would like to park open. Emma Hood and Aurora Boyd supported the efforts made by VERJ and Lisa Henner stated the Diversity Board should be paid.

**4. Approval of Extraterritorial Certified Survey Map – Duane & Carolyn Ellefson (Plan Commission)-** Motion by Alderperson Hubbard/second by Alderperson Noble to approve the certified survey map. Roll call vote all in favor. Motion carried.

**5. Operator license approvals (Public Safety)** – Motion by Alderperson Thompson/second by Alderperson Birke to approve an operator license for Adam Stanton. Roll call vote all in favor. Motion carried.

**6. Request for premise description change – Rooted Spoon Culinary (Public Safety)** – Motion by Alderperson Splinter/second by Alderperson Birke to approve the premise description change adding the back parking lot area behind the Viroqua Public Market for special events. Roll call vote all in favor. Motion carried.

**7. Request for premise description change – Driftless Café (Public Safety)** – Motion by Alderperson Thompson/second by Alderperson Splinter to conditionally approve the premise change of adding the temporary seating area in the side alley upon review by the Police and Fire Chiefs. Roll call vote all in favor. Motion carried.

**8. Approval of Agent Change for Pacifico Mexican Grill LLC (Public Safety)** – Motion by Alderperson Birke/second by Alderperson Tryggestad to approve the agent change from Raul Guzman to Luis Parra for Pacifico. Roll call vote all in favor. Motion carried.

**9. Approval of bid for concrete bleachers and related improvements (Park & Rec)** – There were five bidders for the project ranging from \$439,000 to \$730,000 with Fowler & Hammer being the low bid. The cost analysis to the pre-bid cost estimates and Capital Improvement Plan were reviewed. The committee looked at potential cost savings with the granite façade and fence railing, however chose to stay with the original scope of the project. Motion by Alderperson Koppa/second by Alderperson Noble to approve the bid from Fowler & Hammer for \$439,960.92 as presented. Roll call vote eight in favor, one abstention. Motion carried. Alderperson Bergquist abstained.

**10. Approval of backstop purchase from Beacon (Park & Rec)** – Motion by Alderperson Thompson/second by Alderperson Splinter to approve the backstop purchase of \$16,510 that was included under item nine. Roll call vote eight in favor, one abstention. Motion passed. Alderperson Bergquist abstained.

**11. Viroqua Business Park development update** – they are still getting interest but there are no new agreements at this time. They are working on marketing materials and the Commission has had some turnover so they are starting with new momentum.

**12. Approval of Memorandum of Understanding for black dirt in Viroqua Business Park** – as part of the excavation there is excess black dirt of about 30,000 cubic yards. The EDA does not allow us to sell the dirt as part of our grant agreement. The County has agreed to split the dirt with us 50/50. Motion by Alderperson Thompson/second by Alderperson Hubbard to approve the MOU for the black dirt with Vernon County. Roll call vote all in favor. Motion carried.

**13. Possible closed session per WI Stats. 19.85 (1)(e) – deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session – Sleepy Hollow Ford Development Agreement** – Motion by Alderperson Hubbard/second by Alderperson Tryggestad to enter closed session at 8:02 pm. Roll call vote all in favor. Motion carried.

**14. Reconvene in open session with possible action on items discussed during closed session** – Motion by Alderperson Hubbard/second by Alderperson Tryggestad to reconvene in open session at 9:00 pm. Roll call vote all in favor. Motion carried. Kurt Muchow reviewed the development agreement with the Council. The site would be sold for \$226,500, with total TIF incentive payments not to exceed \$650,000 with annual guaranteed tax increment revenue of \$72,360. Payments would begin in September 2024. Motion by Alderperson Hubbard/second by Alderperson Tryggestad to approve the development agreement with Sleepy Hollow Ford. Roll call vote eight in favor, one against. Motion carried. Alderperson Birke voting no.

**15. Possible closed session per WI Stats. 19.85 (1)(e) – deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session – Option to purchase real estate** – Motion by Alderperson Hubbard/second by Alderperson Koppa to enter closed session at 9:17pm. Roll call vote all in favor. Motion carried.

**16. Reconvene in open session with possible action on items discussed during closed session-** Motion by Alderperson Hubbard/second by Alderperson Naxi to reconvene in open session at 9:33pm. Roll call vote all in favor. Motion carried. No action was taken.

**17. Discussion and recommendations on City Hall and Police Station Project** – Mike with ADCI reviewed the current status of the Police Department building and would not recommend adding on to this building. The four options of this project were reviewed again with Council along with the option to purchase the old VMH Wellness Center building for the Police Department and potential floor plan options at this location. This sits on 2.35 acres with parking. Using this option would have a total budget of \$3,447,620 or \$129.61 per square foot for both City Hall and Police Station projects. Alderperson Splinter would like to look at the option of City Hall on Rock Avenue again. Motion by Alderperson Hubbard/second by Alderperson Naxi to pursue the purchase option of the VMH Wellness Center building for the Police Station and stand-alone City Hall on the old Swanson lot. Roll call vote eight in favor, one against. Motion carried. Alderperson Bergquist voting no. Motion by Alderperson Splinter/second by Alderperson Hubbard to design a site plan for a two-story City Hall on Rock Avenue at the Jefferson Street intersection. Roll call vote two in favor, seven against. Motion fails. Alderpersons Splinter and Hubbard voting yes.

**18. Approval of CDBG Housing Mortgage settlement for 621 S Rusk Avenue** – the owner of this property is deceased and they are trying to settle the estate. The assets within the estate are not sufficient enough to cover the outstanding CDBG mortgage of \$17,400. They have a buyer for the home for \$70,000, however we are in the second position and after all other expenses are paid, they are asking to settle the mortgage with the City for \$10,289.97. Motion by Alderperson Birke/second by Alderperson Hubbard to accept the mortgage settlement for \$10,289.97. Roll call vote all in favor. Motion carried.

**19. Ordinance creating chapter 2.50 “Diversity Advisory Board” – Second Reading** - Carolyn Glover stated this Board deserves to be paid. Motion by Alderperson Noble/second by Alderperson Hubbard to table the second reading of the ordinance. Roll call vote all in favor. Motion carried.

**20. Payment of bills (Finance)** - Motion by Alderperson Hubbard/second by Alderperson Noble to approve the payment of bills on report date 07/23/2020 in the amount of \$484,882.57 and additional bills on report date 07/28/2020 for \$38,646.47. Roll call vote all in favor. Motion carried.

**21. Second Period for Public Comment** – Jeff Gohlke stated good meeting.

**22. Adjournment** - Motion made by Alderperson Birke/second by Alderperson Hubbard to adjourn the meeting at 11:06 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk