

**CITY OF VIROQUA  
COUNCIL MINUTES  
APRIL 13, 2021**

**1. Roll call:**

The regular meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, April 13, 2021 by Mayor Karen Mischel via online zoom meeting #84337367848 with Alderpersons David Tryggestad, Gregory Splinter, Terry Noble, Tanja Birke, Mike Koppa, Cyndy Hubbard, John Thompson, Kristal Welter and Allison Sandbeck present. Also present were City Clerk Lori Polhamus, Administrator Nate Torres, Public Works Director/City Engineer Sarah Grainger, Fire Chief Chad Buros, Park & Rec Director Dan Stalsberg, Police Chief Rick Niedfeldt, Library Director Trina Erickson, Utility Clerk Cheryl Purvis, Deputy Clerk Jodie Oliver, Street Superintendent Todd Kirking, Attorney Stephanie Hopkins, Sean Lentz, Ben Wilson, Nick & Eric Kirking, Kurt Muchow, Tim Hundt, Brian Wrobel, Nathaniel Slack and Jared Rahr.

**2. Approval of the March 30, 2021 Regular Council minutes** – Motion by Alderperson Birke/second by Alderperson Welter to approve the minutes from the previous Council meeting. Voice vote all in favor. Motion carried.

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

**4. Public hearing on conditional use of property located at 124 W Decker Street for construction of new City Hall (Plan Commission)** The public hearing was opened at 7:04pm. For the new City Hall to be located in a B-1 zoning district a conditional use was needed for the government building. The public hearing was closed at 7:12pm.

**5. Consideration of Conditional Use of Property at 124 W Decker Street (Plan Commission)** – Motion by Alderperson Thompson/second by Alderperson Birke to approve the conditional use. Roll call vote all in favor. Motion carried.

**6. Recognition of Todd Kirking, Street Superintendent for 31 years of service to the City of Viroqua** – Kirking was thanked by the Council and those present for his years of service.

**7. Appointment of Brian Ekern to a five-year term on Police & Fire Commission expiring 5/1/2026** – Motion by Alderperson Thompson/second by Alderperson Hubbard to appoint Brian Ekern to Police & Fire Commission. Roll call vote all in favor. Motion carried.

**8. Appointment of Kristal Welter as Council Rep to Plan Commission for a three-year term expiring 5/1/2024 replacing Terry Noble** – Motion by Alderperson Hubbard/second by Alderperson Sandbeck to appoint Kristal Welter to Plan Commission. Roll call vote all in favor. Motion carried.

**9. Operator license approvals (Public Safety)** – Motion by Alderperson Birke/second by Alderperson Welter to approve an operator license for Julie Neel. Roll call vote all in favor. Motion carried.

**10. Approval of application for Class B beer and Class C wine licenses for Ridgeland Restorations LLC dba Historic Fortney (Public Safety)** – Motion by Alderperson Hubbard/second by Alderperson Birke to approve the Class B beer and Class C wine license for Ridgeland Restorations LLC. Roll call vote all in favor. Motion carried.

**11. Application for chicken permit at 931 E Decker St – Merry Clough** – Motion by Alderperson Birke/second by Alderperson Welter to approve the chicken permit at 931 E Decker Street. Roll call vote all in favor. Motion carried.

**12. Approval of Pay request #2 – Fowler & Hammer – Police Department project** – Motion by Alderperson Splinter/second by Alderperson Thompson to approve pay request #2 for \$272,099. Roll call vote all in favor. Motion carried.

- 13. Discussion and approval of interim financing plan for City Hall and other projects – Sean Lentz – Ehlers**  
The Redevelopment Authority will be doing a lease revenue bond with funding by USDA for the City Hall project but interim financing is needed during construction. Lentz reviewed the pre-sale report for the \$2,673,000 Note Anticipation Note 2021E with the Council which will be a draw as needed setup. Motion by Alderperson Welter/second by Alderperson Hubbard to approve the interim financing plan for the City Hall project. Roll call vote all in favor. Motion carried. The FEMA portion of the City Hall project along with the MSID portion of the South Rusk/Washington project will be looked at later for possible other interim financings.
- 14. 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 public business, whenever competitive or bargaining reasons require a closed session – Ridgeland Restorations LLC, dba Hotel Fortney Memorandum of Understanding for Tid 6 financing** – Motion by Alderperson Hubbard/second by Alderperson Birke to enter closed session at 7:49pm. Roll call vote all in favor. Motion carried.
- 15. Reconvene in open session with possible action on items discussed during closed session** – Motion by Alderperson Hubbard/second by Alderperson Welter to reconvene in open session at 8:24pm. Roll call vote all in favor. Motion carried. Motion by Alderperson Hubbard/second by Alderperson Birke to approve the MOU with Ridgeland Restorations LLC, dba Hotel Fortney. Roll call vote all in favor. Motion carried.
- 16. Approval of amendments to Boulevard Garden Ordinance (Chapter 12.12) – First Reading (Public Property)** Alderperson Hubbard and Attorney Hopkins reviewed the changes to the ordinance. Alderperson Welter stated it doesn't define the differences in street widths. This would be part of the enforcement policy through education. Motion by Alderperson Hubbard/second by Alderperson Koppa to approve the first reading of the Boulevard Garden Ordinance. Roll call vote eight in favor. One against. Motion carried. Alderperson Welter voting no.
- 17. Possible closed session per Wis Stats. 19.85 (1)(c) – considering employment, promotion, compensation or performance evaluation data of any public employee over which the governing body has jurisdiction or exercises responsibility – Street Superintendent Position** – Motion by Alderperson Welter/second by Alderperson Hubbard to enter closed session at 8:50pm. Roll call vote all in favor. Motion carried.
- 18. Reconvene in open session with possible action on items discussed during closed session** -Motion by Alderperson Thompson/second by Alderperson Hubbard to reconvene in open session at 9:08pm. Roll call vote all in favor. Motion carried. Motion by Alderperson Welter/second by Alderperson Birke to proceed with items discussed during closed session. Roll call vote all in favor. Motion carried.
- 19. Review and possible action on ADCI proposal for Fire Station (Public Safety)** – this is a proposal to review the status of the Fire Station for planning purposes on the building. Motion by Alderperson Hubbard/second by Alderperson Welter to approve the proposal from ADCI at the base price of \$4350 plus the \$2700 option for the review of HVAC, plumbing and electrical. Roll call vote all in favor. Motion carried. The funding will be from the Fire Department maintenance budget.
- 20. Approval of new bank accounts for water & sewer loan proceeds (Finance)** – Motion by Alderperson Birke/second by Alderperson Hubbard to approve two new bank accounts for the water and sewer interim financing at Citizens First Bank and authorize Cheryl Purvis and Lori Polhamus as signers on the accounts. Roll call vote all in favor. Motion carried.
- 21. Approval of seal coat bids (Public Works)** – We received two bids from Struck & Irwin and Fahrner. Motion by Alderperson Thompson/second by Alderperson Welter to approve the bid from Struck & Irwin for \$38,576.90. Roll call vote all in favor. Motion carried.

**22. Approval of sidewalk policy (Public Works)** – Grainger reviewed the proposed policy with the Council. Motion by Alderperson Welter/second by Alderperson Tryggstad to table the sidewalk policy. Roll call vote all in favor. Motion carried.

**23. Payment of bills (Finance)** - Motion by Alderperson Hubbard/second by Alderperson Welter to approve the payment of bills on report date 04/08/2021 in the amount of \$82,608.28 and additional bills on report date 4/13/2021 for \$23,018.04. Roll call vote all in favor. Motion carried.

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

**25. Adjournment** - Motion made by Alderperson Noble/second by Alderperson Koppa to adjourn the meeting at 9:50 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk