

**CITY OF VIROQUA
COUNCIL MINUTES
MARCH 14, 2023**

1. Roll call:

The regular meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, March 14, 2023 by Mayor Justin Running at City Hall and via Zoom with Alderpersons David Tryggestad, Andrew Bergum, Joe Ahler, Tanja Birke, Todd Spaeth, Cyndy Hubbard, John Thompson and Kristal Welter present. Alderperson Steve Willis was excused. Also present were City Clerk Lori Polhamus, City Administrator Nate Torres, City Engineer/Public Works Director Sarah Grainger, Library Director Trina Erickson, Police Chief Rick Niedfeldt, Fire Chief Chad Buros, Angie Cina, Evan Blattner, Carson LaBelle, Arwyn Wildhack, Sherry Krause and Chris Clemens.

2. Approval of the February 28, 2023 Regular Council minutes – Motion by Alderperson Welter/second by Alderperson Bergum to approve the minutes of the previous meeting. Voice vote all in favor. Motion carried.

3. Council Announcements – Alderperson Birke stated the library book festival if April 28-30th and they are looking for volunteers. Mayor Running stated there are a lot of committee appointments to fill so if any council member has recommendations to let him know.

4. First period for public comment – Sherry Krause – 316 S Center stated she is contesting her snow removal letter from 1/6/2023. Arwyn Wildhack – 416 E South St is in support of No Mow May and would rather not have the weed ordinance changed.

5. Mayoral proclamation – American Red Cross Month – Mayor Running read the proclamation for proclaiming March as American Red Cross month.

6. Resolution designating the month of May 2023 as No Mow May – Motion by Alderperson Ahler/second by Alderperson Hubbard to approve resolution 023RS004. Voice vote all in favor. Motion carried.

7. Approval of amendment to Noxious weed ordinance – First Reading – the notification requirement was removed. It was suggested to place info regarding the ordinance out for the public on Facebook, radio or utility bills if the notification is removed. Motion by Alderperson Thompson/second by Alderperson Spaeth to approve the first reading of the ordinance amendment. Voice vote all in favor. Motion carried.

8. Review and approval of Viroqua Chamber special event permits for Farmers Market and Sidewalk Sales Motion by Alderperson Thompson/second by Alderperson Hubbard to approve the Farmers Market permit. Voice vote all in favor. Motion carried. The sidewalk sales need to maintain a five-foot walkway and site triangles need to be maintained. Motion by Alderperson Spaeth/second by Alderperson Bergum to approve the Sidewalk Sales events with the requirements discussed. Voice vote all in favor. Motion carried.

9. Approval of temporary Class B beer license for Viroqua Chamber Main Street Night Markets at Eckhart Park on May 12, June 9, July 14, August 11 and September 8 (Public Safety) Motion by Alderperson Ahler/second by Alderperson Welter to approve the temporary Class B beer licenses for the night markets. Voice vote all in favor. Motion carried.

10. Discussion with possible action on Park & Rec credit card updates for new director – Motion by Alderperson Welter/second by Alderperson Spaeth to approve the credit card for Kale Proksch as Park & Rec Director with a credit limit of \$1500. Voice vote all in favor. Motion carried.

11. Discussion with possible action on resolution authorizing submission of grant request to WisDot for TAP downtown Main Street Improvements – this is to ask for additional funding for those items on this project that are over budget. The ask will be for \$800,000 for the construction component. Motion by Alderperson Hubbard/second by Alderperson Welter to approve resolution 023RS005. Voice vote all in favor. Motion carried.

12. Discussion with possible action on City Hall hours – the request is to have City Hall closed to the public on Fridays temporarily while we are short staffed and would be able to have weekly team building meetings with the clerk staff which is difficult with the multiple interruptions. This also allows staff to be able to take time off during this time. Voting on the two Fridays coming up will be by appointment so that will not be interrupted. This would take effect on Friday, March 17th. Motion by Alderperson Thompson/second by Alderperson Ahler to approve the new City Hall hours. Voice vote all in favor. Motion carried.

13. Discussion with possible action on Deputy Clerk/Treasurer position (Finance) – we will be reposting the position with a change to a salaried position for a more flexible work schedule and a pay rate change to \$23-\$26.00/hour. The budget impact would come from the admin support budget. Motion by Alderperson Spaeth/second by Alderperson Ahler to accept the changes in the position and to repost. Voice vote all in favor. Motion carried.

14. Discussion with possible action on purchase of zero turn lawn mower (Park & Rec) – they will be trading in their current Kubota. They did look into electric, however the industry is not ready for what they need. They got comparables and would like to purchase another diesel Kubota from Portland Implement at a net cost of \$8477.50 after trade in. Motion by Alderperson Thompson/second by Alderperson Ahler to approve the purchase of the diesel Kubota contingent on the price of \$8477.50. Roll call vote all in favor. Motion carried.

Council moved to items 17 and 18 before finishing the remainder of the agenda.

15. Possible closed session per WI 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 – Self-evaluation & priorities for City Administrator – Motion by Alderperson Welter/second by Alderperson Hubbard to enter closed session at 8:05 pm. 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 Ahler/second by Alderperson Welter to reconvene in open session at 9:29 pm. Roll call vote all in favor. Motion carried. No action was taken.

17. Payment of bills (Finance) - Motion by Alderperson Hubbard/second by Alderperson Spaeth to approve the payment of bills on report date 03/10/2023 in the amount of \$58,170.71 and additional bills on report date 03/14/2023 for \$11,380.03 Roll call vote all in favor. Motion carried.

18. Second Period for Public Comment – None

19. Adjournment - Motion made by Alderperson Ahler/second by Alderperson Tryggestad to adjourn the meeting at 9:30 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk