

**CITY OF VIROQUA
COUNCIL MINUTES
APRIL 25, 2023**

1. Roll call:

The regular meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, April 25, 2023 by Mayor Justin Running at City Hall and via Zoom with Alderpersons David Tryggestad, Andrew Bergum, Todd Kirking, Tanja Birke, Todd Spaeth, Cyndy Hubbard, John Thompson, Kristal Welter and Steve Willis present. Also present were City Clerk Lori Polhamus, City Administrator Nate Torres, City Engineer/Public Works Director Sarah Grainger, Police Chief Rick Niedfeldt, Fire Chief Chad Buros, Park & Rec Director Kale Proksch, Glen Martin, Jacob Walker, Jeff Walbrun, Matt White, Robert Raasch, Phyllis Kirking, Annette Olson, Ian Aspenson, Robert Vian, Carson LaBelle, Kurt Muchow and Jennifer Moreles.

2. Approval of the April 18, 2023 Special Council minutes – Motion by Alderperson Birke/second by Alderperson Spaeth to approve the minutes of the previous meeting. Voice vote all in favor. Motion carried.

3. Council Announcements – Alderperson Birke reminded everyone about the Book Fest happening this weekend.

4. First period for public comment – None

5. Pinning ceremony – Police officer promotions – Chief Rick Niedfeldt gave the oath and presented badges to officers and their families receiving promotions. Jeff Walbrun was promoted to Investigator. Jacob Walker and Matt White were promoted to Sergeant and Robert Raasch was promoted to Lieutenant.

6. Proclamation recognizing National Library Week – Mayor Running read the proclamation recognizing April 23-29th as National Library Week in the City of Viroqua.

7. Discussion on intent to apply for USDA funding for proposed fire station project – Kurt Muchow explained that the city received a \$5.25 million grant and we published an intent to apply for USDA funding and we are required to discuss the project at a public meeting as part of the USDA requirements.

8. Authorization of RFP for Construction Manager for fire station project – the council reviewed the changes made since the last meeting. USDA confirmed that the construction manager can also do construction work. RFPs would be due by 5/31/2023. Motion by Alderperson Welter/second by Alderperson Thompson to move forward with the RFP. Voice vote all in favor. Motion carried.

9. Discussion with possible action on professional services agreement for Hanson Parcel Development services – VDA met and with the challenges with the topography of this land they felt some concept planning and cost estimates for development would be warranted. The Eagles property would also be considered through this process. The plan is to also amend Tid 7 to include this property and this would be a Tid eligible expense. Alderperson Birke expressed concern over doing concept planning without having a comprehensive plan updated. Motion by Alderperson Birke/second by Alderperson Spaeth to approve Step 1 of the agreement at a cost of \$2500 to \$3000. Roll call vote all in favor. Motion carried.

10. Operator license approvals (Public Safety) – Motion by Alderperson Spaeth/second by Alderperson Hubbard to approve operator licenses for Mitchell Wilson and Nikki Wallschlaeger (once pd). Voice vote all in favor. Motion carried.

11. Review/approval of chicken permit for 711 Independence Street – Motion by Alderperson Hubbard/second by Alderperson Bergum to approve the chicken permit. Voice vote all in favor. Motion carried.

12. Discussion/review of possible chicken ordinance amendments – the current ordinance has all approvals coming to Council for approval and it was suggested to have them approved at the administrative level instead. Not having to do licenses for renewals was also considered. A reference to the composting ordinance should be

included and any questions on the license approval could have an appeal process of going to Council for final decision. Council was in agreement to have an ordinance amendment drafted to bring to the next Council meeting.

13. Payment of bills (Finance) - Motion by Alderperson Birke/second by Alderperson Hubbard to approve the payment of bills on report date 04/21/2023 in the amount of \$215,862.42 and additional bills on report date 04/25/2023 for \$49,183.42 Roll call vote eight in favor with one abstention. Motion carried. Alderperson Kirking abstained.

14. Second Period for Public Comment – None

15. Adjournment - Motion made by Alderperson Birke/second by Alderperson Willis to adjourn the meeting at 7:55 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk