

**CITY OF VIROQUA
COUNCIL MINUTES
MAY 23, 2023**

1. Roll call:

The regular meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, May 23, 2023 by Mayor Justin Running at City Hall and via Zoom with Alderpersons David Tryggestad, Andrew Bergum, Todd Kirking, Tanja Birke, Kristal Welter and Steve Willis present. Alderpersons Todd Spaeth, Cyndy Hubbard and John Thompson were excused. Also present were City Clerk Lori Polhamus, City Administrator Nate Torres, City Engineer/Public Works Director Sarah Grainger, Cheryl Purvis, Greg Marsh, Jared Rahr, Chad Hoyum and Sarah Kemp.

2. Approval of the May 9, 2023 Special 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 Welter stated she attended a presentation at the library with the Viroqua Plastic Free Group and she gave some statistics and encouraged everyone to do a home audit.

4. First period for public comment – None

5. Recognition of Public Works employees for Public Works Week – Sarah Grainger introduced all the public works employees in attendance along with the names of those in the department. They were at the elementary school on Monday.

6. Reappointment of Mike Olson to Airport Commission for six-year term expiring 9/1/2028 – Motion by Alderperson Tryggestad/second by Alderperson Kirking to reappoint Mike Olson to the Airport Commission. Voice vote all in favor. Motion carried.

7. Operator license approvals (Public Safety) – Motion by Alderperson Welter/second by Alderperson Birke to approve the list of operator licenses presented pending background checks and class certificates. Voice vote all in favor. Motion carried.

8. Review/approval of liquor license renewals for 2023-2024 license year (Public Safety) – Motion by Alderperson Tryggestad/second by Alderperson Welter to approve the renewals presented and hold the license for the Woolly Bear until all building permits and inspections have been completed. Voice vote all in favor. Motion carried.

9. Review/approval of temporary class B beer & wine license for Fourthstream for fundraiser at Magpie Gelato on June 2, 2023 (Public Safety) – Motion by Alderperson Willis/second by Alderperson Bergum to approve the temporary Class B beer and wine license for Fourthstream. Voice vote all in favor. Motion carried.

10. Review and approval of Title VI Nondiscrimination Plan – our previous plan was done in 2014 and through the taxi audit it is recommended to look at this annually. The template was reviewed by the DOT representative and updated with the new federal and state laws and will be shared with our taxi provider. Motion by Alderperson Welter/second by Alderperson Kirking to approve the updated Title VI Nondiscrimination Plan. Voice vote all in favor. Motion carried.

11. Review and approval of procurement policy and procurement protest procedures (Finance) – as part of our taxi compliance audit it was recommended that we have these procedures. This brings our current procurement policies into one document along with the protest procedures which we didn't have. Motion by Alderperson Welter/second by Alderperson Bergum to approve the policy and procedures. Voice vote all in favor. Motion carried.

12. Approval of bank signatories for staff changes (Finance) – with the new Deputy Clerk we need to update all the signatories at all our banks. We currently have the Mayor, Deputy Clerk and City Clerk as the signatories. We need to remove Jodie Olson and add Joy Conley. Motion by Alderperson Welter/second by Alderperson Bergum to approve the bank signatories to include the Mayor, Deputy Clerk and City Clerk as discussed. Voice vote all in favor. Motion carried.

13. Review and approval of 2022 Consumer Confidence Report (CCR) (Public Works) – Sarah Grainger reviewed the report with Council and answered questions. Motion by Alderperson Welter/second by Alderperson Kirking to approve the 2022 CCR report. Voice vote all in favor. Motion carried.

14. Public Works Annual report – Sarah Grainger presented the report and answered questions.

15. 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 – Billing Clerk wage increase (Public Works) – Motion by Alderperson Tryggestad/second by Alderperson Willis to enter closed session at 8:06 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 Tryggestad/second by Alderperson Birke to reconvene in open session at 8:13 pm. Roll call vote all in favor. Motion carried. Motion by Alderperson Birke/second by Alderperson Tryggestad to proceed as discussed during closed session. Roll call vote all in favor. Motion carried.

17. 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 – Development Agreement for Olson Storage, LLC at tax parcel 286-01356-0002 - tabled

18. Reconvene in open session with possible action on items discussed during closed session - tabled

19. Payment of bills (Finance) - Motion by Alderperson Welter/second by Alderperson Willis to approve the payment of bills on report date 05/18/2023 in the amount of \$135,248.36 and additional bills on report date 05/23/2023 for \$79,283.65. Roll call vote all in favor. Motion carried.

20. Second Period for Public Comment – None

21. Adjournment - Motion made by Alderperson Birke/second by Alderperson Kirking to adjourn the meeting at 8:19 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk