

**CITY OF VIROQUA  
COUNCIL MINUTES  
JUNE 13, 2023**

**1. Roll call:**

The regular meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, June 13, 2023 by Mayor Justin Running at City Hall and via Zoom with Alderpersons David Tryggestad, Andrew Bergum, Tanja Birke, Todd Spaeth, Cyndy Hubbard, John Thompson, Kristal Welter and Steve Willis present. Alderperson Todd Kirking was excused. Also present were City Clerk Lori Polhamus, City Administrator Nate Torres, Fire Chief Chad Buros, Library Director Trina Erickson, Park & Rec Director Kale Proksch, Kurt Muchow, Evan Blatner, Glen Martin, Chad Hoyum, Robert Raasch, Aaron Parker, Carson LaBelle, Blair McLees, Kathy Doerfer, Dallas Seevers, Dan Stalsberg, Shelly Gunn, Devin Flanigan, Andrew Daniels, John Lahti and Pat Burchell.

**2. Approval of the May 23, 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 Birke stated the second annual Shakespeare Festival will be held on June 23-25 in the field off South Street by Hwy 56.

**4. First period for public comment** – Shelly Gunn with Wild West Days stated that if the Wild West Grounds is chosen for the fire station location, they would like the city to consider some options for their future parking issues for their events during the discussion process.

**5. Operator license approvals (Public Safety)** – Motion by Alderperson Thompson/second by Alderperson Hubbard to approve the list of operator licenses presented pending background checks. Voice vote all in favor. Motion carried.

**6. Review/approval of liquor license renewals for 2023-2024 license year (Public Safety)** – Motion by Alderperson Birke/second by Alderperson Bergum to approve the renewals presented and hold the license for Twelve Twelve LLC until the publication requirement has been completed. Voice vote all in favor. Motion carried.

**7. Review/approval of temporary class B beer license for Viroqua Legion Baseball in June & July 2023 (Public Safety)** – Motion by Alderperson Hubbard/second by Alderperson Spaeth to approve the temporary Class B beer license for Viroqua Legion Baseball. Voice vote all in favor. Motion carried.

**8. Approval of Interagency Agreement for Garden Project Implementation FFY24 (Park & Rec)** – this is for use of the property behind the bathhouse. Motion by Alderperson Hubbard/second by Alderperson Welter to approve the agreement. Voice vote all in favor. Motion carried.

**9. Approval of Special Event permit for Viroqua Area Pride on June 17, 2023 in Eckhart Park** – Motion by Alderperson Birke/second by Alderperson Bergum to approve the special event permit. Voice vote all in favor. Motion carried.

**10. Review/approval of temporary class B beer license for Viroqua Area Pride Event June 17, 2023** – this license did not go to Public Safety for a recommendation. It was noted that this will be a one-time exception and that going forward all licenses will have to follow procedures in place. Motion by Alderperson Welter/second by Alderperson Thompson to approve the temporary Class B beer license for Viroqua Area Pride. Voice vote seven in favor, one against. Motion carried. Alderperson Hubbard voted no.

**11. Approval of bid for Cured-In-Place-Pipe (CIPP) Lining project (Public Works)** – we received two bids from Visu Sewer and Hydro Klean. The base bids were \$35,667 and \$42,532.93 respectively for South Street and S Rock Avenue. The alternate bid was Visu Sewer of \$18,456.50 and Hydro Klean \$18,021.80 for Connor Street. Motion by Alderperson Hubbard/second by Alderperson Tryggestad to approve the base bid and alternate from Visu Sewer for a total of \$54,123.50. Roll call vote all in favor. Motion carried.

**12. Approval of non-lapsing fund for seal coating (Public Works)** – this designated fund would allow funds to be saved from our current sealcoating budget to put towards seal coating next year. They are estimating \$20,000-\$25,000 but will decide the amount after the sealcoating bids come in. This would be a one-time allocation. Motion by Alderperson Hubbard/second by Alderperson Welter to approve the non-lapsing fund for seal coating. Voice vote all in favor. Motion carried.

**13. Request for audit on Cemetery Association and authorization of funds** - tabled

**14. Review and approval of Bath House project plan (Historic Preservation)** – Alderpersons Hubbard and Willis presented the project plan with the only change to the south terrace from the previous drawings. This is the first phase of the project and this would allow them to start fund raising. Motion by Alderperson Welter/second by Alderperson Birke to approve the project plan. Roll call vote five in favor, three against. Motion carried. Alderpersons Tryggstad, Bergum and Spaeth voting no.

**15. Discussion with possible action on VAF agreement (Historic Preservation)** – this agreement is for the Viroqua Area Foundation to receive the fundraising money on behalf of Historic Preservation. Motion by Alderperson Birke/second by Alderperson Welter to approve the VAF agreement. Roll call vote five in favor, three against. Motion carried. Alderpersons Tryggstad, Bergum and Spaeth voting no.

Council moved to item #23 on the agenda before returning to item #16

**16. Review of Hanson Farm Master planning (VDA)** – Kurt Muchow of Vierbicher reviewed the current conditions of the property that included the current Eagles property. The Eagles property has fill from the Main Street project that would require remediation upon any development. Options of developing the Eagles property off from Brendel Lane as well as a new street on the southern part of the property were discussed. An oversized storm water basin would be considered also to help alleviate downstream flooding. Traffic signals at a new intersection at Walmart would also need to be considered. Option one was the preferred plan by city staff and VDA rather than option two which would require a service road easement through the Eagles property to Brendel Lane. Either plan would allow the area to the south of the Eagles property to be developed.

**17. Authorization to proceed with TIF boundary amendment for TIF #7** – if we have this complete by October 1<sup>st</sup>, we can capture all the increment gained as of 1/1/2023. Plan Commission and the Joint Review Board would need to meet to amend the map and project plan. The agreement with Vierbicher for this would be \$10,000 and it is a TID eligible expense. Motion by Alderperson Thompson/second by Alderperson Spaeth to proceed with the TIF boundary amendment for TID #7. Roll call vote all in favor. Motion carried.

Council moved to item #21 on the agenda prior to finishing the remainder of the agenda after a ten-minute break.

**18. Fire station site location approval** – Chief Buros and Assistant Chief Glen Martin explained they looked at locations that have good response time and safety. The first location would be the north part of the Wild West Days grounds which is currently owned by the city. The other locations were the new Hanson property currently owned by VDA or the Eagles property. The pros and cons of each location were discussed. We cannot build in the business park because of the EDA rules when we received grant funding. Motion by Alderperson Thompson/second by Alderperson Birke to select the Nelson Parkway site as the fire station location. Voice vote all in favor. Motion carried. The Council recognized the need to work with Wild West Days regarding their parking situation.

**19. 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 – Fire station approval of A/E and Construction Manager firm selections** – Representatives from both Miron and Keller introduced themselves and gave a short presentation of their firms for the Council. Motion by Alderperson Bergum/second by Alderperson Willis to enter closed session at 9:45 pm. Roll call vote all in favor. Motion carried.

**20. Reconvene in open session with possible action on items discussed during closed session** – Motion by Alderperson Spaeth/second by Alderperson Thompson to reconvene in open session at 10:13 pm. Roll call vote all in favor. Motion carried. Motion by Alderperson Thompson/second by Alderperson Bergum to accept the proposal from Keller for A/E services. Roll call vote all in favor. Motion carried. Motion by Alderperson Thompson/second by Alderperson Bergum to accept the proposal from Keller for Construction Manager services. Roll call vote all in favor. Motion carried.

**21. 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** – Motion by Alderperson Spaeth/second by Alderperson Birke to enter closed session at 9:08 pm. Roll call vote all in favor. Motion carried.

**22. Reconvene in open session with possible action on items discussed during closed session** – Motion by Alderperson Hubbard/second by Alderperson Willis to reconvene in open session. Roll call vote all in favor. Motion carried. Motion by Alderperson Spaeth/second by Alderperson Bergum to approve the development agreement with Olson Storage LLC with the contingency that we receive the landscaping plan. Roll call vote all in favor. Motion carried.

**23. Review and approval of fireworks insurance policy** – Motion by Alderperson Thompson/second by Alderperson Bergum to approve the fireworks policy for \$2073.39. Roll call vote all in favor. Motion carried.

**24. Payment of bills (Finance)** - Motion by Alderperson Hubbard/second by Alderperson Bergum to approve the payment of bills on report date 06/09/2023 in the amount of \$252,873.81 and additional bills on report date 06/13/2023 for \$49,553.47. Roll call vote all in favor. Motion carried.

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

**26. Adjournment** - Motion made by Alderperson Spaeth/second by Alderperson Tryggestad to adjourn the meeting at 10:16 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk