

**CITY OF VIROQUA
COUNCIL MINUTES
APRIL 9, 2024**

1. Roll call:

The regular meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, April 9, 2024 by Mayor Justin Running at City Hall and via Zoom # 83340566128 with Alderpersons David Tryggestad, Andrew Bergum, Todd Kirking, Todd Spaeth, Cyndy Hubbard, John Thompson, Kristal Welter, and Steve Willis present. Also present were City Clerk Lori Polhamus, City Administrator Nate Torres, Public Works Director Sarah Grainger, Police Chief Rick Niedfeldt, Library Director Trina Erickson, Park & Rec Director Kale Proksch, Attorney Stephanie Hopkins, Jacob Victor, Matt Muchow and Kris Brueggen.

2. Approval of the March 26, 2024 Council minutes – Motion by Alderperson Welter/second by Alderperson Willis to approve the minutes of the previous meeting with the addition of the language on the now mow may resolution to state the grace period will end on the third day in June each year after. Voice vote all in favor. Motion carried.

3. Council Announcements – Alderperson Welter thanked the Clerk and Deputy Clerk for the smooth election last week.

4. First period for public comment – None

5. Discussion with possible action on chicken permit for Vernon Manor – this was brought forward to Council as it is outside of the ordinance with the location of the coop and setbacks. They would be 70 feet from the front door. Their setup is different than what was approved for Bethel Home and our ordinances did not factor in for multi-residential facilities when it was written. Kris Brueggen stated the location allows for residents to view the area as there would not be access in the rear of the facility. Motion by Alderperson Hubbard/second by Alderperson Spaeth to approve the chicken permit so that residents can view and it works best for the building configuration and is an exception as a skilled nursing facility. Voice vote all in favor. Motion carried.

6. Appointment of Daron Jefson to Viroqua Housing Authority to replace Julie Mills whose five-year term expires 6/1/2028 – this item was tabled.

7. Discussion with possible action on Center Avenue engineering proposal (Public Works) – Sarah Grainger and Matt Muchow reviewed the proposal. The grant application deadline for the DNR clean water program is June 30th and engineered plans are needed to move forward. The funding for the proposal would be split evenly between Water, Sewer, and General funds. The General Fund side will likely use Tid 6 funds as well. The project cost is estimated at 3.28 million. Motion by Alderperson Welter/second by Alderperson Hubbard to move forward with the engineering proposal for phase one to get the project grant ready and approve up to \$80,000 and any additional funds would need to be brought back for additional approval. Roll call vote all in favor. Motion carried.

8. Discussion with possible action on website firm contract – Motion by Alderperson Spaeth/second by Alderperson Kirking to approve the contract with Revize for \$19,600. Roll call vote all in favor. Motion carried. Year two through four have an annual hosting and maintenance fee of \$4400 each year.

9. Possible closed session per WI Stats 19.85 (1)(e) – deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session – Northpointe Development Agreement & Lease Agreement for Phase 2 – the council stayed in open session. Torres reviewed the overall summary of the development agreement and daycare sublease. It was recommended to have the language the same in both the development agreement and the lease regarding a licensed provider. Motion by Alderperson Hubbard/second by Alderperson Kirking to accept both the development agreement and lease agreement for Northpointe and to change the language in the development agreement to match the sublease agreement. Roll call vote all in favor. Motion carried.

10. Reconvene in open session with possible action on items discussed during closed session – n/a

11. Payment of bills (Finance) - Motion by Alderperson Tryggestad/second by Alderperson Kirking to approve the payment of bills on report date 04/04/2024 in the amount of \$192,123.52 and additional bills on report date 04/09/2024 for \$92,694.27. Roll call vote all in favor. Motion carried.

12. Second Period for Public Comment – None

13. Adjournment - Motion made by Alderperson Kirking/second by Alderperson Bergum to adjourn the meeting at 8:12 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk