

**CITY OF VIROQUA
COUNCIL MINUTES
MAY 14, 2024**

1. Roll call:

The regular meeting of the Common Council was called to order at 6:30 p.m. on Tuesday, May 14, 2024 by Mayor Justin Running at City Hall and via Zoom # 89862682884 with Alderpersons David Tryggestad, Andrew Bergum, Todd Kirking, Emma Hood, 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, Park & Rec Director Kale Proksch, Library Director Trina Erickson, Fire Chief Chad Buros, Attorney Stephanie Hopkins, Carson LaBelle, Glen Martin, Danny Helgerson Sean Lentz, Morris Natwick and Devin Flanigan.

2. Approval of the April 30, 2024 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 – None

4. First period for public comment – Morris Natwick, 223 N Washington had concerns about the cost of the new fire station and wondered if this project was a done deal.

5. Appointment of Pat McGuire to Viroqua Housing Authority to replace Julie Mills whose five-year term expires 6/1/2028 – Motion by Alderperson Tryggestad/second by Alderperson Kirking to approve Pat McGuire to the Viroqua Housing Authority. Voice vote all in favor. Motion carried.

6. Appointment of Carson LaBelle to Board of Review to replace Kris Snowdeal whose five-year term expired 4/1/2024 – Motion by Alderperson Hubbard/second by Alderperson Bergum to approve Carson LaBelle to the Board of Review. Voice vote all in favor. Motion carried.

7. Discussion with possible action on special event application for Memorial Day parade on May 27, 2024 – Motion by Alderperson Thompson/second by Alderperson Hubbard to approve the special event permit. Voice vote all in favor. Motion carried.

8. Discussion with possible action on resolution authorizing the issuance and sale of \$3,875,000 General Obligation Promissory Notes, Series 2024A – Sean Lentz reviewed the sale day report which included maintaining our A+ rating with Standard & Poor's. The lowest interest rate we received was from Baird at 3.9601%. Torres reviewed the other projects that will be included in the borrowing with the fire station for the Main/Decker intersection, salt shed and Main Street TAP project. The Council moved to agenda items nine and ten for approval before returning to this agenda item. Motion by Alderperson Bergum/second by Alderperson Thompson to approve resolution 024RS007 authorizing the issuance and sale of \$3,875,000 General Obligation Promissory Notes, Series 2024A. Roll call vote all in favor. Motion carried.

9. Acceptance of construction bid and approval of construction contract for Fire Station project contingent on USDA approval – Devin Flanigan from Keller reviewed the results of the 4/14/24 bid opening for the Council and Torres reviewed the budget amounts and source of funds. The not to exceed Keller contract amount is for \$9,178,990.22. Motion by Alderperson Thompson/second by Alderperson Welter to approve the Keller construction contract amount of \$9,178,990.22 contingent on USDA approval. Roll call vote all in favor. Motion carried. Motion by Alderperson Hood/second by Alderperson Thompson to amend the first motion to approve the construction bid tabs and Keller Construction contract for a total of \$9,178,990.22 contingent on USDA approval. Roll call vote all in favor. Motion carried.

10. Approval of Vierbicher contract for 3rd party inspection services for the Fire Station project contingent on USDA approval – Motion by Alderperson Welter/second by Alderperson Hubbard to approve the Vierbicher

contract for third party inspection services in the amount of \$25,000 contingent on USDA approval. Roll call vote all in favor. Motion carried.

11. Review and approval of resolution for special charge for sewer lateral repair for 520 South East Avenue (Public Works) – Motion by Alderperson Hubbard/second by Alderperson Bergum to approve resolution 024RS008 approving the special charge for property at 520 South East Avenue. Roll call vote all in favor. Motion carried.

12. Review and approval of engineering firm for construction engineering – Main Street TAP project (Public Works) – this is a qualifications-based approval. Five firms submitted proposals and the Public Works committee rated the top three. ISG was the company that had the highest score. Motion by Alderperson Hubbard/second by Alderperson Kirking to approval ISG for the construction engineering on the Main Street TAP project. Voice vote all in favor. Motion carried.

13. Discussion with possible action on bids for walking path and parking lot (Park & Rec) – Motion by Alderperson Spaeth/second by Alderperson Welter to approve the bid from Fahrner for \$28,703.40 and to use ARPA funds for the project. Roll call vote all in favor. Motion carried.

14. Discussion with possible action on ordinance amendment for the qualifications for Municipal Court judge and options for the court – First Reading (Municipal Court Committee) – Mayor Running gave an update on the status of the court. We currently do not have a judge or clerk after this past election. The committee met and would like to remove the qualification of attorney from the ordinance; however, our attorneys do not feel this is a good idea. Attorney Hopkins stated we may have to dissolve the court and restructure to make an ordinance change but they are looking into all the options. In the interim they are working with the district judges to see what options they have of appointing another judge out of the area or a temporary order transferring all citations to the circuit court. Motion by Alderperson Thompson/second by Alderperson Welter to table action on the ordinance amendment pending further information. Voice vote all in favor. Motion carried.

15. Payment of bills (Finance) - Motion by Alderperson Hubbard/second by Alderperson Willis to approve the payment of bills on report date 05/09/2024 in the amount of \$157,643.53 and additional bills on report date 05/14/2024 for \$228,132.10. Roll call vote all in favor. Motion carried.

16. Second Period for Public Comment – None

17. Adjournment - Motion made by Alderperson Bergum/second by Alderperson Kirking to adjourn the meeting at 8:43 p.m. Voice vote all in favor. Motion carried.

Minutes respectfully submitted by: Lori Polhamus, City Clerk