

**JUNE 10, 2003**

**1. Roll call and approval of minutes:**

The regular meeting of the Common Council was called to order at 7:30 p.m. by Mayor Fanta with Alderpersons Hatlem, Frie, Bjerke, Mack, Noble, Suhr, Zastrow and Smith present, Alderman Molland was absent. A motion was made by Alderman Smith, seconded by Alderman Mack, to approve the minutes of the May 27<sup>th</sup> Council meeting. All ayes, motion carried. Alderman Smith pointed out some minor spelling corrections in the minutes to the clerk. The inaccuracies were adjusted by-hand in the "minutes" book by the clerk. Also present were City Administrator Brown, City Clerk Garibaldi, Former Clerk Sime, City Police Chief Rahr, and City Attorney Jenkins.

**2. Library Board update on plan development for repair of McIntosh Memorial**

**Library Building:**

Fran Dieter from the City Library Board opened discussion on the update on plan development for repair of McIntosh Memorial Library Building. Emergency repairs on the building are complete. The next phase will be to have CWE written specifications to the City Hall by next Thursday, June 19, 2003. If the repairs cost over \$15,000.00, the City of Viroqua will have to bid the repair construction out to the public. If the costs are under \$15,000.00, bidding does not need to be done. The materials downstairs need to be moved before construction can happen. The new temporary site of the library is the Better Futures Building. The City of Viroqua needs to have an approved insurance rider on the materials, employees, and patrons before the move to the temporary site can happen. The library board is in the process of purchasing the Peterson building in order to store materials and furniture and the City of Viroqua needs to insure that building as well.

A discussion developed on the scope of the agenda and talking about the library beyond the plan development of the repairs of the McIntosh building. Attorney Jenkins suggests that the council should not stray too far from the agenda topic because some people might want to be present for other discussions beyond the agenda topic. Administrator Brown stated that it was a tight agenda topic. Since the council is missing one member who would, most likely, want to be present for any discussions beyond the scope of the agenda topic, it would be best to adhere to the topic declared in the agenda. Alderman Zastrow stated that the council needed to see the CWE report on repairing the current library. Lisa Solverson said the library personnel and volunteers need to remove the weight from the upper floor. All the books need to be removed from the Library completely because of the climate control needed during the repair of the building. If the books are in the building, there is a chance the books and the glue on the books could be destroyed. Lisa also stated that it is costing the library money by not being opened due to the circulation numbers decreasing during the emergency down time. Attorney Jenkins said that the city's insurance on the materials would follow wherever the materials went, but the city would need a liability insurance certificate to cover employees and patrons in another building. The library needs to be out of the Better Futures Building on August 20, 2003. Alderman Noble asked about the information on insurance. Mayor Fanta replied about the meeting being set for June 18<sup>th</sup> to discuss the nature of the library. Former Clerk Sime stated that City Hall has contacted Wausau insurance about adding the liability insurance and that she has heard no word yet. Fran Dieter made a comment that the City Administrator could approve the insurance. Brown asked who directed that he had power to approve insurance matters. Fanta questioned the "exclusive control of the library board" and the scope of the control of the library board above the City Council. Former Clerk Sime stated that the City was waiting for the specifications and

details of the temporary library site for the insurance provider. Mayor Fanta asks if there is any other questions or comments under agenda item #2.

**3. Finance Committee recommendation and Council action on amending 2003 budget:**

City Administrator Brown opened discussion by handing out the 2002 concept to upgrade the software and hardware at City Hall. The City of Viroqua has budgeted a placeholder in capital objects for the items in 2002, but the council needs to approve moving the amount to a specific line item under Administration. Brown suggests that the city hire an accounting firm to oversee the conversion from the old system to the new system. Half the cost of the upgrade will come from the city and the other half will come from the water fund. Mayor Fanta commented that Jack Vig said the city's municipal software and hardware is going obsolete.

Brown explained the recodification process to update the codebook and the need to bid the project to an independent firm. Alderman Smith would like to see official, accurate quotes. Brown stated that the quotes are bonafide quotes from the municipal software vendor the city is using now. The budget needs to be amended prior to the contractual portion of the project is reviewed. Alderman Mack explained that the Finance Committee has been discussing the software and hardware upgrade for some time. Alderman Hatlem stated that the longer the council waits, more likely the costs would increase. Brown explained that the upgrade is appropriated in the reserve fund balance for the top two sections of the handout and the amounts are fiscally conservative and responsible.

Motion made by Alderman Hatlem to amend the 2003 administrative budget, seconded by Mack. Roll call vote; 7 ayes, 1 nay, with Alderman Frie casting a nay vote. Motion carries.

**4. Review of revenue and expense reports and payment of bills:**

Motion made by Suhr, seconded by Zastrow to pay the bills as audited by the Finance Committee. Roll call vote. All ayes, motion carries.

**5. Period for public comment:**

Fran Dieter wanted clarification on the library issue. Brown clarified that the City Council was to approve the insurance item.

At 8:29 p.m., a motion was made by Hatlem, seconded by Frie, to adjourn the council meeting until 7:30 p.m. Tuesday, June 10, 2003. Meeting was adjourned.

Jodi L. Garibaldi  
City Clerk