

CITY OF VIROQUA

PUBLIC WORKS COMMITTEE

TUESDAY, MAY 19, 2026

5:00 pm

Roll call - Cyndy Hubbard called the meeting to order at 5:00 pm at City Hall and via Zoom. Members present were Cyndy Hubbard, Tanja Birke, Kyle Bartelt, Todd Kirking, and AJ Bergum. Others present were Lori Polhamus, Sarah Grainger, Cheryl Purvis, Sarah Kemp, Krista Browne, Robert Ribbons, Kristal Welter, and Ben Heidemann

2. First period for public comment – Robert Ribbons stated that the Vernon County Energy District provides technical assistance for projects and may be able to help with the venting of the landfill.
3. Approval of committee minutes from May 5, 2026 – ***Motion by Todd Kirking/second by Tanja Birke to approve the minutes of the previous meeting. Voice vote all in favor. Motion carried.***
4. Review and approval of scope of services for sewer interceptor capacity evaluation – they have done an I&I study and have completed items that they could but rainwater is still getting in the system probably from leaky basements. This is for Town & Country to help identify areas to control what they are receiving at the WWTF and what areas are pinch points for the city. ***Motion by Tanja Birke/second by Todd Kirking to approve the proposal from Town & Country for \$23,500. Roll call vote all in favor. Motion carried.***
5. Review and approval of Pay Request #6 for Hanson Property Contract A – ***Motion by AJ Bergum/second by Kyle Bartelt to approve pay request #6 for \$54,507.22. Roll call vote all in favor. Motion carried.***
6. Review and approval of Change Order #1 for Hanson Property Contract B (Railroad Storm Pond) – ***Motion by AJ Bergum/second by Todd Kirking to approve change order #1 for an increase of \$894.32. Roll call vote all in favor. Motion carried.***
7. Review and approval of Pay Request #1 for Hanson Property Contract B (Railroad Storm Pond) – ***Motion by AJ Bergum/second by Todd Kirking to approve pay request #1 for \$83,295.33. Roll call vote all in favor. Motion carried.***
8. Review and approval of 2025 Consumer Confidence Report (CCR) – Grainger reviewed the report with the committee and answered questions. ***Motion by Tanja Birke/second by Todd Kirking to approve the 2025 CCR report. Voice vote all in favor. Motion carried.***
9. Discussion with possible action on Public Works capital improvement project priority list – Grainger reviewed the list of projects including reconstruction projects, equipment, development projects and parking lots. Continued discussion will occur at the next meeting.
10. Review 2026 Water & Sewer budgets/forecast – Purvis reviewed the budget with the committee and answered questions.
11. Construction project updates – tabled
12. Street & Utility Department updates – tabled

13. Second period for public comment – none

14. Adjournment – ***Motion by Todd Kirking/second by AJ Bergum to adjourn at 6:31 pm. Voice vote all in favor. Motion carried.***

Minutes respectively submitted by: Lori Polhamus, City Clerk/Treasurer