

**Administrative & Judiciary Committee  
of the City of Onalaska**

Wednesday, July 2, 2014

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1 The meeting of the Administrative & Judiciary Committee of the City of Onalaska was called to  
2 order at 6:00 p.m. on Wednesday, July 2, 2014. It was noted that the meeting had been  
3 announced and posted at City Hall.

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5 Roll call was taken with the following members present: Ald. Jack Pogreba, Ald. Harvey  
6 Bertrand, Ald. Erik Sjolander

7  
8 Also Present: City Clerk Cari Burmaster, Ald. Bob Muth, Police Chief Jeff Trotnic

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10 **Item 2 - Approval of minutes from the previous meeting**

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12 Motion by Ald. Sjolander, second by Ald. Bertrand, to approve the minutes from the previous  
13 meeting as printed and on file in the City Clerk's Office.

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15 On voice vote, motion carried.

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17 **Item 3 – Public Input (limited to 3 minutes/individual)**

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19 Ald. Pogreba called three times for anyone wishing to provide public input and closed that  
20 portion of the meeting.

21  
22 **Consideration and possible action on the following items:**

23  
24 **Administrative**

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26 **Item 4 – Approval of Operator's Licenses**

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28 Motion by Ald. Sjolander, second by Ald. Bertrand, to approve the Operator's Licenses dated  
29 June 26, 2014, and also an updated list of Operator's Licenses dated July 2, 2014.

30  
31 On voice vote, motion carried.

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33 **Item 5 – Approval of Fall Color Run for Suburban Corvette Club on October 11, 2014 from**  
34 **approximately 10-10:30 a.m. starting at Rowe Park, Onalaska**

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36 Motion by Ald. Bertrand, second by Ald. Sjolander, to approve Fall Color Run for Suburban  
37 Corvette Club on October 11, 2014 from approximately 10-10:30 a.m. starting at Rowe Park,  
38 Onalaska.

39  
40 On voice vote, motion carried.

41  
42 **Item 6 – Approval of Justice Cry 5K & Kids Run on August 23, 2014 beginning at the**

Reviewed by EE July 7, 2014

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43 **Omni Center at 10 a.m.**

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45 Motion by Ald. Bertrand, second by Ald. Sjolander, to approve Justice Cry 5K & Kids Run on  
46 August 23, 2014 beginning at the Omni Center at 10 a.m.

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48 Cari referenced a map showing the revised route worked out by both the Police Department and  
49 the Engineering Department. Cari said both departments are agreeable to the revised route and  
50 noted this is the route the committee would be approving this evening.

51

52 Ald. Sjolander noted that concerns had been raised regarding the start time.

53

54 Police Chief Trotnic noted that the start time has been moved to 8 a.m. and stated the Police  
55 Department approves of the route.

56

57 Ald. Pogreba referenced a note that suggested the start time was being moved from 10 a.m. to 8  
58 a.m. and said there had been no confirmation that this is indeed the case.

59

60 Police Chief Trotnic said his department was under the impression the race would begin at 8 a.m.

61

62 Cari said she has not received any notification of this because both the form and application  
63 states the race will begin at 10 a.m. Cari said the start time of the race needs to be clarified and  
64 that race officials must get this information to Deputy City Clerk Elizabeth Eklund immediately  
65 Thursday morning because the agenda for the July 8 Common Council meeting will be sent out.  
66 This agenda states the race will begin at 10 a.m.

67

68 In response to a question by Ald. Bertrand, Cari said the Police Department had raised concerns  
69 over the 10 a.m. start time due to traffic.

70

71 Cari said she has not received verification from the race organizers that they approve of an 8 a.m.  
72 start.

73

74 In response to a question by Ald. Pogreba, Police Chief Trotnic said he wants the race to begin at  
75 8 a.m. and added he knows that the time change had been discussed.

76

77 In response to a question by Ald. Pogreba, Cari said she would like to see Police Chief Trotnic  
78 receive verification that the race will begin at 8 a.m. so it will be stated as such on the Common  
79 Council agenda.

80

81 Ald. Sjolander asked if it would be appropriate to withdraw the motion and second on the floor  
82 and table this item until the starting time for the race is verified.

83

84 Motion and second withdrawn.

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86 **Item 7 – Miscellaneous licensing reporting**

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88 Cari referenced a new memo with recreational burning permits that have been issued.

89

90 Motion by Ald. Sjolander, second by Ald. Pogreba, to approve the miscellaneous licenses.

91

92 On voice vote, motion carried.

93

94 Cari referenced Item 4 and said that although the committee had approved the listing that was  
95 presented, she is asking for special permission to hold the application deadline open until  
96 Tuesday, July 8 because the expiration date for many of the licenses was Monday, June 30. Cari  
97 said there still are individuals coming into to arrange for renewals and asked Ald. Pogreba to  
98 allow her to keep the application deadline open. Another list that includes a few more  
99 individuals will be presented at the July 8 Common Council meeting.

100

101 In response to a question by Ald. Bertrand, Cari said individuals typically are suggested to renew  
102 their licenses in May. Licenses contain verbiage stating they are to be renewed in May of the  
103 expiring year. Cari noted there are individuals whose licenses expired at the end of June and said  
104 she anticipates there will be a few more individuals added to the list that will be presented at the  
105 Common Council meeting.

106

107 The committee returned to Item 6 at this time as Police Chief Trotnic received confirmation that  
108 the race will begin at 8 a.m. on Saturday, August 23.

109

110 **Item 6 – Approval of Justice Cry 5K & Kids Run on August 23, 2014 beginning at the**  
111 **Omni Center at 8 a.m.**

112

113 Motion by Ald. Sjolander, second by Ald. Bertrand, to approve Justice Cry 5K & Kids Run on  
114 August 23, 2014 beginning at the Omni Center at 8 a.m. with the approved revised map.

115

116 On voice vote, motion carried.

117

118 **Judiciary**

119

120 **Item 1 – Ordinance 1478-2014 – to amend Section 10-1-37 of the City of Onalaska Code of**  
121 **Ordinances relating to parking at Eagle Bluff Elementary School (Third and Final**  
122 **Reading)**

123

124 Motion by Ald. Pogreba, second by Ald. Bertrand, to approve Ordinance 1478-2014 ó to amend  
125 Section 10-1-37 of the City of Onalaska Code of Ordinances relating to parking at Eagle Bluff  
126 Elementary School (Third and Final Reading).

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Ald. Bertrand asked if there are any concerns with this ordinance.

Cari noted that this part of the parking ordinance appeared in two different locations. Cari said this piece was not deleted when the ordinance was altered and described this as a "clean-up" as there is another section of the ordinance that addresses the parking that currently is taking place at Eagle Bluff.

On voice vote, motion carried.

**Item 2 – Ordinance 1479-2014 – to annex land located in the Southwest ¼ of the Southeast ¼ in Section 32, Township 17 North, Range 7 West from the Town of Onalaska to the City of Onalaska (First and Second Reading) (Stuhr Court Annexation)**

Motion by Ald. Pogreba, second by Ald. Bertrand, to approve Ordinance 1479-2014 to annex land located in the Southwest ¼ of the Southeast ¼ in Section 32, Township 17 North, Range 7 West from the Town of Onalaska to the City of Onalaska (First and Second Reading) (Stuhr Court Annexation).

Cari said the boundaries still are being determined and noted the legal description and map contained in committee members' packets likely will change before the ordinance can be given its Third and Final Reading. Cari said this ordinance, hopefully including the current map, will be brought forward in August. Cari said the ordinance will need to be held back if the owner does not have the current map at that time.

On voice vote, motion carried.

**Adjournment**

Motion by Ald. Pogreba, second by Ald. Bertrand, to adjourn at 6:12 p.m.

On voice vote, motion carried.

Recorded by:

Kirk Bey