

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

Wednesday, June 8, 2016

1

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, June 8, 2016. It was noted that the meeting had been
3 announced and posted at City Hall.

4
5 Roll call was taken with the following members present: Ald. Bob Muth, Ald. Barry Blomquist,
6 Ald. Jim Binash

7
8 Also Present: City Clerk Cari Burmaster, Parks and Recreation Director Dan Wick, Interim
9 Land Use and Development Director Katie Aspenson

10
11 **Item 2 – Approval of minutes from the previous meeting**

12
13 Motion by Ald. Binash, second by Ald. Blomquist, to approve the minutes from the previous
14 meeting as printed and on file in the City Clerk’s Office.

15
16 On voice vote, motion carried.

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

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

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

24
25 **Administrative**

26
27 **Item 4 – Approval of Operator’s Licenses as listed on report dated June 8, 2016, with**
28 **option to leave the application process open until Monday, June 13, 2016 (day before the**
29 **Common Council meeting)**

30
31 Motion by Ald. Muth, second by Ald. Blomquist, to approve Operator’s Licenses as listed on
32 report dated June 8, 2016, with option to leave the application process open until Monday, June
33 13, 2016 (day before the Common Council meeting).

34
35 On voice vote, motion carried.

36
37 Ald. Muth asked that Item 9 be addressed next.

38
39 **Item 9 – Authorization to allow North American Squirrel Association (NASA) to use**
40 **firearms to hunt deer in the landfill area the first two weekends in September 2016**

41
42 Dan noted that the city has worked with NASA in the past on an archery hunt in which disabled

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43 individuals may participate. Dan noted that deer have infiltrated the area near the landfill and
44 said landfill officials have reached out to NASA and asked if it would be willing be involved
45 with a hunt in which disabled youth may participate. Dan said Police Chief Jeff Trotnic may
46 authorize the hunt, adding that he, Police Chief Trotnic and City Engineer Jarrod Holter, who
47 serves on the Landfill Committee, all support the hunt. Dan noted that similar hunts have been
48 held at Goose Island and Hixton Forest in the City of La Crosse and said the City of Onalaska is
49 the “hitch pin” in allowing this hunt to occur. Dan said only a few hunters would be
50 participating, adding they would be shooting into the hill. Dan noted the city’s archery season
51 mimics the Wisconsin Department of Natural Resources’ archery season and said hunting either
52 is closed in the city or hunters must wear blaze orange when there is the ability to have firearms
53 season. Dan said, “Doing this prior to the archery season would hinder the archery program we
54 have established within the city right now.” Dan added that the Wisconsin DNR has expressed
55 its support for the hunt, and also that staff is seeking direction from the committee.

56

57 Ald. Binash expressed his desire to see something in writing from Police Chief Trotnic. Ald.
58 Binash also said, “I would like to see something about this is also a park and what are we going
59 to do about keeping other residents out of the area while this hunt is going on if they don’t know
60 about it. I think just the fact we’re saying, ‘Yes, I think this is a good idea as far as the public is
61 concerned.’ I think we need a little bit more if we’re going to go ahead and give authorization.
62 We need something to say, ‘Yes, the City Police Chief agrees. The DNR thinks it’s a good idea.’
63 I’m looking out for what we are supposed to do here at the committee to make sure things are
64 appropriate and open.”

65

66 Ald. Muth said he agrees with Ald. Binash, noting that the city was supplied with maps prior to a
67 previous deer hunt in Green Coulee. Ald. Muth said he also would like to be provided with a
68 written agreement.

69

70 Dan noted that Police Chief Trotnic is out of the office this week and said he had asked him to
71 attend this evening’s meeting.

72

73 Ald. Binash said that while he does not object to the hunt taking place, he believes rules need to
74 be established. Ald. Binash said that the area in which the hunt would take place also is a park.

75

76 Ald. Blomquist inquired about the site of the hunt.

77

78 Dan said NASA has asked for the landfill area.

79

80 Ald. Blomquist asked if the City of La Crosse approves of the hunt.

81

82 Dan said yes, noting that the City of La Crosse “has been through this process multiple times”
83 with NASA. Dan pointed out that the City of Onalaska “has always been hesitant to do anything
84 with firearms.” Dan said NASA has requested to hunt on land that is located in the City of

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85 Onalaska and is in the most wooded area.

86

87 Ald. Muth acknowledged that there is a significant deer population in the area from the landfill
88 to French Road.

89

90 Cari asked Dan how he wishes to proceed.

91

92 Dan said Police Chief Trotnic will not return until Monday, July 13 and that he would not object
93 to waiting until July to take action.

94

95 Ald. Muth asked if it would be possible to receive documentation from the City of La Crosse
96 stating it approves of the hunt.

97

98 Dan said yes.

99

100 Ald. Binash asked that NASA provide a map of the area.

101

102 Cari said this item will be placed on the July 6 Administrative and Judiciary Committee meeting
103 agenda.

104

105 **Item 5 – Approval of Licences for 7/1/2016-6/30/2017:**

106

- 107 a. Class A Liquor Licenses
- 108 b. Class A Beer Only License
- 109 c. Class B Liquor Licenses
- 110 d. Class B Beer Only Licenses
- 111 e. Outdoor Venue Licenses – Class B Liquor
- 112 f. Outdoor Venue Licenses – Class B Beer
- 113 g. Cigarette Licenses
- 114 h. Hotel/Motel Licenses
- 115 i. Campground/Mobile Home Licenses
- 116 j. Taxi Licenses
- 117 k. Weights and Measures Licenses

118

119 Cari said she has all the applications in except for the Weights and Measures Licenses. Cari
120 asked that Item ‘k’ be addressed separately.

121

122 Motion by Ald. Muth, second by Ald. Blomquist, to approve Licenses, Items ‘a’ through ‘j.’

123

124 Ald. Binash asked if there are any new participants in the licenses.

125

126 Cari said Two Beagles Brewpub is new, but the Administrative and Judiciary Committee had

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127 approved its license separately earlier this year.

128

129 On voice vote, motion carried.

130

131 Regarding Item 'k,' Cari said she still is awaiting applications from Complete Nutrition, Sherwin
132 Williams, Uniforms Direct, and Verizon. Cari asked that the committee approve item 'k,'
133 provided that she receives the applications in a timely manner.

134

135 Motion by Ald. Muth, second by Ald. Binash, to approve Item 'k' (Weights and Measures
136 Licenses), including Complete Nutrition, Sherwin Williams, Uniforms Direct, and Verizon,
137 provided that the applications have been submitted to the City of Onalaska by the end of June.

138

139 Cari said the four aforementioned businesses would enter the citation process if they do not
140 submit their applications by the end of June.

141

142 On voice vote, motion carried.

143

144 **Item 6 – Approval of Fireworks Permit for Michael Callaway/Snap Fireworks for tent at**
145 **East Towne Plaza from June 15-July 8, 2016 to sell fireworks**

146

147 Motion by Ald. Muth, second by Ald. Blomquist, to approve Fireworks Permit for Michael
148 Callaway/Snap Fireworks for tent at East Towne Plaza from June 15-July 8, 2016 to sell
149 fireworks.

150

151 Ald. Muth asked if Michael Callaway has previously sold fireworks in the city.

152

153 Cari said Michael has sold fireworks in the city for several years.

154

155 Ald. Binash said he does not see that Fire Chief Don Dominick has signed off on the permit.

156

157 Cari said she has the final completed document on which she, the Fire Department and the Police
158 Department have signed off on the permit.

159

160 On voice vote, motion carried.

161

162 **Item 7 – Approval of Fireworks Display Permit for Patrick Bonadurer/La Crosse**
163 **Skyrockers for Festival Foods for June 25, 2016 (alternate date June 26, 2016) from**
164 **approximately 9:45-10:30 p.m. at the Onalaska Schools Baseball Fields**

165

166 Motion by Ald. Muth, second by Ald. Blomquist, to approve Fireworks Display Permit for
167 Patrick Bonadurer/La Crosse Skyrockers for Festival Foods for June 25, 2016 (alternate date
168 June 26, 2016) from approximately 9:45-10:30 p.m. at the Onalaska Schools Baseball Fields.

Reviewed 6-13-16

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169
170 Cari said this event is in conjunction with “Celebrate Onalaska,” but a separate permit is required
171 to display the fireworks.

172
173 On voice vote, motion carried.

174
175 **Item 8 – Request for burial of ashes for:**

176
177 a. Diane Smith for burial of her ashes with full body burial of her mother, Nora Olson, in
178 Block 42, Lot 3, Grave 3

179
180 Motion by Ald. Muth, second by Ald. Binash, to approve request for burial of ashes for Diane
181 Smith for burial of her ashes with full body burial of her mother, Nora Olson, in Block 42, Lot 3,
182 Grave 3.

183
184 On voice vote, motion carried.

185
186 b. Charles and Donia Lenser for burial of ashes for Charles in the same grave with full
187 burial of Donia in Block 15, Lot 8, Grave 2

188
189 Motion by Ald. Muth, second by Ald. Blomquist, to approve request for burial of ashes for
190 Charles and Donia Lenser for burial of ashes for Charles in the same grave with full burial of
191 Donia in Block 15, Lot 8, Grave 2.

192
193 On voice vote, motion carried.

194
195 **Item 10 – Approval of a Class “B” Picnic License for Rotary of La Crosse – After Hours**
196 **for July 9, 2016 at 111 Irvin Street, Onalaska for Three Rivers Roleo Log Rolling**
197 **Tournament**

198
199 Motion by Ald. Muth, second by Ald. Binash, to approve Class “B” Picnic License for Rotary of
200 La Crosse – After Hours for July 9, 2016 at 111 Irvin Street, Onalaska for Three Rivers Roleo
201 Log Rolling Tournament.

202
203 On voice vote, motion carried.

204
205 **Item 11 – Approval of Special Event Permits for Fall Color Run Weekend on Saturday,**
206 **October 8, 2016 from 10-10:30 a.m. starting at Rowe Park**

207
208 Motion by Ald. Muth, second by Ald. Binash, to approve Special Event Permits for Fall Color
209 Run Weekend on Saturday, October 8, 2016 from 10-10:30 a.m. starting at Rowe Park.

210

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211 On voice vote, motion carried.

212

213 **Item 12 – Miscellaneous licensing reporting**

214

215 Cari noted she had distributed to committee members a document listing additional Recreational
216 Burning Permits. Cari said there also are three Solicitor Permits, noting that the individuals who
217 submitted them will be working in the fireworks tent.

218

219 Motion by Ald. Muth, second by Ald. Blomquist, to approve the miscellaneous licensing
220 reporting.

221

222 On voice vote, motion carried.

223

224 **Judiciary**

225

226 **Item 1 – Ordinance No. 1554-2016 – to amend Chapter 6 of Title 13 of the Code of**
227 **Ordinances of the City of Onalaska relating to Fence Regulations (Third and Final**
228 **Reading)**

229

230 Motion by Ald. Binash, second by Ald. Muth, to approve Ordinance No. 1554-2016 – to amend
231 Chapter 6 of Title 13 of the Code of Ordinances of the City of Onalaska relating to Fence
232 Regulations (Third and Final Reading).

233

234 On voice vote, motion carried.

235

236 **Item 2 – Ordinance No. 1558-2016 – to rezone property located in Section 04 Township 16,**
237 **Range 7 in the City of Onalaska, La Crosse County Wisconsin from Single Family**
238 **Residential and/or Duplex Residential (R-2) to Transitional Commercial (TC) (Third and**
239 **Final Reading) (Mike Gavin Rezoning)**

240

241 Motion by Ald. Blomquist, second by Ald. Binash, to approve Ordinance No. 1558-2016 – to
242 rezone property located in Section 04 Township 16, Range 7 in the City of Onalaska, La Crosse
243 County Wisconsin from Single Family Residential and/or Duplex Residential (R-2) to
244 Transitional Commercial (TC) (Third and Final Reading) (Mike Gavin Rezoning).

245

246 On voice vote, motion carried.

247

248

249

250

251

252

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253 **Item 3 – Ordinance No. 1559-2016 – to annex land located in the Southwest ¼ of the**
254 **Southeast ¼ in Section 29, Township 17 North, Range 7 West from the Town of Onalaska**
255 **to the City of Onalaska (First and Second Reading) (Three Amigos Property Management,**
256 **LLC, successor in interest to Bob Stephan, Abbey Road Development, LLC) (Previously**
257 **Ordinance 1469-2014)**

258

259 Motion by Ald. Blomquist, second by Ald. Muth, to approve Ordinance No. 1559-2016 – to
260 annex land located in the Southwest ¼ of the Southeast ¼ in Section 29, Township 17 North,
261 Range 7 West from the Town of Onalaska to the City of Onalaska (First and Second Reading)
262 (Three Amigos Property Management, LLC, successor in interest to Bob Stephan, Abbey Road
263 Development, LLC) (Previously Ordinance 1469-2014).

264

265 Katie said there is a 500-square foot strip of land currently located in the Town of Onalaska,
266 noting it is in a development on which Terry Weiland has constructed two 16-plexes and ORC
267 has constructed a triplex. Katie said this land was supposed to have been brought in as part of
268 the Abbey Road plat, noting that the process began in 2014, and also that the State of Wisconsin
269 has recommended approval. Katie said that when the Town of Onalaska attempted to
270 incorporate, any annexations in the process of being approved had to be halted. Katie said now
271 that the City of Onalaska, Village of Holmen and Town of Onalaska have adopted a Joint
272 Boundary Agreement, the Town of Onalaska will not contest annexations as long as the
273 annexations moving forward are in the specified areas. Katie said approval of this ordinance will
274 bring the land into the City of Onalaska, and it will be added to the Abbey Road plat.

275

276 On voice vote, motion carried.

277

278 **Item 4 – Ordinance No. 1560-2016 – to amend Section 3 of Chapter 1 of Title 3 of the Code**
279 **of Ordinances of the City of Onalaska relating to City Budget (First and Second Reading)**

280

281 Motion by Ald. Blomquist, second by Ald. Binash, to approve Ordinance No. 1560-2016 – to
282 amend Section 3 of Chapter 1 of Title 3 of the Code of Ordinances of the City of Onalaska
283 relating to City Budget (First and Second Reading).

284

285 Cari said the only change is the addition of the City Administrator.

286

287 On voice vote, motion carried.

288

289

290

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292

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294

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295 **Item 5 – Ordinance No. 1561-2016 – to rezone property located in Section 04 Township 16,**
296 **Range 7 in the City of Onalaska, La Crosse County, Wisconsin from Single Family**
297 **Residential and/or Duplex Residential (R-2) to Neighborhood Business District (B-1) (First**
298 **and Second Reading) (Wieser Brothers Rezoning)**
299

300 Motion by Ald. Muth, second by Ald. Blomquist, to approve Ordinance No. 1561-2016 – to
301 rezone property located in Section 04 Township 16, Range 7 in the City of Onalaska, La Crosse
302 County, Wisconsin from Single Family Residential and/or Duplex Residential (R-2) to
303 Neighborhood Business District (B-1) (First and Second Reading) (Wieser Brothers Rezoning).
304

305 Katie said she has received a letter from the property owner (David Huggett) asking that the rules
306 be suspended and Ordinance No. 1561-2016 be given its First, Second, Third and Final Reading.
307 Katie read David Huggett’s letter into the record: *“Barry Blomquist, Chair, Judiciary*
308 *Committee, City of Onalaska, Onalaska, WI 54650. Mr. Blomquist, this regards the matter of my*
309 *application for rezoning of Parcel #18-675-4 at 1217 Quincy Street from Family/Duplex*
310 *Residential (R-2) to Neighborhood Business (B-1). The Plan Commission has recommended*
311 *approval of the rezoning action and forwarded the item to the Common Council for adoption. I*
312 *am requesting a suspension of the rules in order to combine the First, Second, and Third*
313 *Readings for final approval by the board to facilitate project construction scheduling. Thank*
314 *you for your consideration in this matter.”*
315

316 Motion and second withdrawn.
317

318 Motion by Ald. Blomquist, second by Ald. Muth, to suspend the rules and give Ordinance No.
319 1561-2016 its First, Second, Third and Final Reading.
320

321 On voice vote, motion carried.
322

323 Motion by Ald. Blomquist, second by Ald. Binash, to approve Ordinance No. 1561-2016 – to
324 rezone property located in Section 04 Township 16, Range 7 in the City of Onalaska, La Crosse
325 County, Wisconsin from Single Family Residential and/or Duplex Residential (R-2) to
326 Neighborhood Business District (B-1) (First, Second, Third and Final Reading) (Wieser Brothers
327 Rezoning).
328

329 Ald. Binash said a discussion had taken place at the Plan Commission level regarding the sale of
330 a certain property that needed to be completed so construction could continue. Ald. Binash
331 asked if this had been deleted from the Plan Commission.
332

333 Katie said there was a condition stating the need of proof of ownership over the land in question.
334 Katie said the Common Council returned this to the Plan Commission because it is not an
335 allowable condition to be placed. Katie said it is typical for the owner to have a signed offer to
336 purchase contingent upon rezoning. If the rezoning does not occur, the owner will be able to

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337 walk away from the property. However, if the rezoning occurs, he will be able to purchase it.

338

339 Ald. Blomquist inquired about the location of the property.

340

341 Katie said it is located at the intersection of Sand Lake Road and Quincy Street. Katie said a
342 portion of the parking lot will be shared. David Huggett will demolish a house east of the
343 parking lot and construct a dental office over the two property lines.

344

345 On voice vote, motion carried.

346

347 **Item 6 – Ordinance No. 1562-2016 – to annex land located in the Southwest ¼ of the**
348 **Southwest ¼ in Section 3, Township 16 North, Range 7 West from the Town of Onalaska to**
349 **the City of Onalaska (First and Second Reading) (Coulee Golf Bowl Annexation)**
350 **(Previously Ordinance 1469-2014)**

351

352 Motion by Ald. Blomquist, second by Ald. Muth, to approve Ordinance No. 1562-2016 – to
353 annex land located in the Southwest ¼ of the Southwest ¼ in Section 3, Township 16 North,
354 Range 7 West from the Town of Onalaska to the City of Onalaska (First and Second Reading)
355 (Coulee Golf Bowl Annexation) (Previously Ordinance 1469-2014).

356

357 Katie said that this is a similar situation to Item 3. Katie said a number of renovations occurred
358 at the Coulee Golf Bowl after the owner received a variance from the State of Wisconsin
359 Department of Safety and Professional Services to construct both in the City of Onalaska and the
360 Town of Onalaska. One of the conditions of the variance was that the owner had to annex into
361 the City of Onalaska as soon as possible so the variance would not be needed. Katie said the
362 City of Onalaska has a development agreement on file with the property owner. The annexation
363 has been approved by the Department of Administration. Katie said she sent a letter to the owner
364 of Coulee Golf Bowl and his attorney notifying them that the city is moving through the
365 annexation process again and listing out the fees that would be due upon approval.

366

367 Ald. Binash asked if properties annexed into the City of Onalaska must hook up to the city's
368 sewer and water system.

369

370 Katie noted that a portion of the Coulee Golf Bowl already is located in the City of Onalaska and
371 said this annexation is the parking lot area and also where a portion of the new addition was
372 constructed. Katie said this ordinance will allow the city to annex an additional half-acre that
373 will bring the business more into conformance. Katie said city services already were connected
374 to the portion of the business located in the city.

375

376 On voice vote, motion carried.

377

378

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379 **Item 7 – Ordinance No. 1563-2016 – to amend Title 2 Chapter 4 of the City of Onalaska**
380 **Code of Ordinances related to Community Development Authority (First and Second**
381 **Reading)**

382
383 Motion by Ald. Blomquist, second by Ald. Muth, to approve Ordinance No. 1563-2016 – to
384 amend Title 2 Chapter 4 of the City of Onalaska Code of Ordinances related to Community
385 Development Authority (First and Second Reading).

386
387 Cari said this ordinance pertains to the structure of the CDA, noting that there was a reference to
388 the CDA needing to have representatives from the Finance and Personnel Committee and the
389 Tourism Commission (now the Room Tax Commission). Cari said a Finance and Personnel
390 Committee member still must serve on the CDA, and a member of the Common Council who
391 does not sit on the Finance and Personnel Committee also must serve on the CDA.

392
393 On voice vote, motion carried.

394
395 **Item 8 – Ordinance No. 1564-2016 – to amend Section 7 of Chapter 1 of Title 7 of the Code**
396 **of Ordinances of the City of Onalaska relating to the Impoundment of Animals (First and**
397 **Second Reading)**

398
399 Motion by Ald. Blomquist, second by Ald. Binash, to approve Ordinance No. 1564-2016 – to
400 amend Section 7 of Chapter 1 of Title 7 of the Code of Ordinances of the City of Onalaska
401 relating to the Impoundment of Animals (First and Second Reading).

402
403 Ald. Muth expressed concern over the fact the ordinance states that impounded animals that are
404 not claimed within four days may be disposed of.

405
406 Cari said the ordinance was changed because Wisconsin Statute has changed. Cari said the
407 ordinance must be brought into compliance with state statute.

408
409 On voice vote, motion carried.

410
411 **Adjournment**

412
413 Motion by Ald. Blomquist, second by Ald. Binash, to adjourn at 6:39 p.m.

414
415 On voice vote, motion carried.

416
417
418 Recorded by:

419
420 Kirk Bey

Reviewed 6-13-16