

1 The Meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, February 9,  
2 2016. It was noted that the meeting had been announced and a notice posted at City Hall.

3  
4 Roll call was taken, with the following members present: Mayor Joe Chilsen, Ald. Jim Binash,  
5 Ald. Jim Bialecki, Ald. Barry Blomquist, Ald. Jim Olson, Ald. Harvey Bertrand, Ald. Bob Muth

6  
7 Also Present: City Clerk Cari Burmaster, Financial Services Director/Treasurer Fred Buehler,  
8 City Attorney Sean O’Flaherty, City Engineer Jarrod Holter, Interim Land Use and Development  
9 Director Katie Aspenson, Human Resource Director Hope Burchell, Assistant Police Chief Troy  
10 Miller

11  
12 **Item 2 – Pledge of Allegiance**

13  
14 The Pledge of Allegiance was recited.

15  
16 **Item 3 – Public Input: (limited to 3 minutes/individual)**

17  
18 Mayor Chilsen welcomed public input at this time.

19  
20 **Lee Fehr, Attorney**  
21 **205 Green Street**  
22 **Onalaska**

23  
24 “First of all, I would like to compliment the Mayor and the Common Council on how well the  
25 snow has been removed in front of our beautiful public building here. [That hasn’t been the  
26 case] in my neighborhood down at my office. My clients are still walking through the snow  
27 from probably a month ago or so. But I would like to compliment the city on that. What I really  
28 want to talk about tonight is the PILOT [Payment in Lieu of Taxes] program. I’ve represented  
29 Rivers Harvest Church on their experience through this program, and I have to tell you it’s been  
30 unpleasant, to put the best construction on it. They were surprised about it after they applied for  
31 a Conditional Use Permit; that was the first thing. They didn’t know it up front up when they  
32 applied that, ‘Oh, you’re going to have this.’ It was added in later. There were a few other  
33 things that kind of bothered them. Then I was invited to negotiate with the city about what  
34 would be the proper rate. What would happen if our City Attorney didn’t like me? Maybe he  
35 doesn’t; I didn’t get a very good deal for my client. What if he did like me and we got an  
36 extraordinary deal? What if I was a Black attorney or opening up a Baha’i temple and wanted to  
37 have a daycare? We don’t have a good policy to really explain how this PILOT program is  
38 working. And when you leave it up to negotiation you open yourselves up for corruption. You  
39 open yourselves up for discrimination. You need to find a policy that really defines exactly what  
40 you’re going to tax, in a sense, and not tax. Right now I shouldn’t be able to walk in here and  
41 say, ‘I think we should pay \$200. You guys wanted \$2,000. We’ll cut it in the middle and pay  
42 \$1,200.’ I shouldn’t be able to do that as a citizen because that means I might get a favor and the

Reviewed 2/11/16 by Cari Burmaster

43 next guy isn't going to. That's a dangerous way to do things. That's really one of the main  
44 things I want to talk about. I think until that's done – and especially with religious institutions,  
45 which are primarily religious undertakings like Rivers Harvest Church or St. Pat's or St. Paul's  
46 Lutheran or Luther High School and primarily focused on religious teaching, which under the  
47 Constitution of the United States has a special protection – I think you ought to be careful about  
48 trying to tax those sorts of people. Thank you.”

49  
50 **Richard Gilmore**  
51 **633 11<sup>th</sup> Avenue North**  
52 **Onalaska**

53  
54 “I'm here from the Executive Committee for the Mayor's Prayer Breakfast, but we're especially  
55 here to pray for the Council. We're just a group that is concerned, and we know that you work  
56 hard to keep this city going and improving it. And so we feel we ought to pray for you so that  
57 you can do your job quickly and effectively. We thank you for all you're doing, and we also just  
58 pray for you. I want to pray for the city and all the elected officials, and especially I think of the  
59 firemen and the policemen who really are in danger and are serving us with a lot of courage. We  
60 pray for them, and [we pray] for the teachers and all the city workers. *'Lord, we lift up,*  
61 *especially our Mayor, but also our Council and all of these others. We thank you for them, Lord.*  
62 *Help us as a city to support them, work with them, encourage them and help them. We thank you*  
63 *for the privilege and the freedom that we have under our Constitution and in this city. Thank*  
64 *you, and help us to be good citizens and uplift our leaders. In Jesus' name, Amen.' ”*

65  
66 Mayor Chilsen called three times for anyone else wishing to provide public input and closed that  
67 portion of the meeting.

68  
69 **Item 4 – REPORT FROM THE MAYOR:**

70  
71 A. Library statistics for January

72  
73 Mayor Chilsen reported that the January gate count totaled 8,724.

74  
75 B. Update on Emergency Closings of City Buildings

76  
77 Mayor Chilsen noted that the city currently does not have a policy for emergency closings and  
78 asked the Council “to send this back for us to write a policy.” Mayor Chilsen noted that past  
79 practice must be utilized, and this practice no longer is germane. Mayor Chilsen said staff is  
80 being asked to bring forward a policy to the Finance and Personnel Committee.

81  
82 Ald. Bialecki noted that all items to be voted on are listed after the Report from the Mayor and  
83 told Mayor Chilsen, “You can put that over anytime you wish. You don't need to have  
84 permission to do that.”

Reviewed 2/11/16 by Cari Burmaster

85  
86 Ald. Muth asked to be included in the process of creating a policy as he is a retired City of  
87 Onalaska police officer. Ald. Muth added he knows what it is like to be both a City of Onalaska  
88 employee and a member of the Common Council.

89  
90 Mayor Chilsen told Ald. Muth he will be involved in the process.

91  
92 C. Appointment to the La Crosse County Convention and Visitors Bureau – Jim Binash

93  
94 Mayor Chilsen said he is asking that Ald. Binash be appointed to the La Crosse County  
95 Convention and Visitors Bureau because “we can tie it right back to the Common Council.”

96  
97 Motion by Ald. Bialecki, second by Ald. Blomquist, to appoint Ald. Jim Binash to the La Crosse  
98 County Convention and Visitors Bureau.

99  
100 On voice vote, motion carried.

101  
102 D. Presentation by Short Elliott Hendrickson, Inc., and consideration of authorization to bid  
103 the Great River Landing Project Phase I

104  
105 Jarrod said he hopes the 90-percent plans will be completed within the next three weeks. From  
106 there, Jarrod said the goal is to have the plans reviewed, put the project out for bid and bring  
107 back a bid to the Common Council at its April 12 meeting. Jarrod said Gregg Calpino of Short  
108 Elliott Hendrickson will be giving the Council a short overview of the project’s status.

109  
110 Gregg said SEH is down to the final three steps of the process and showed the Council the  
111 updated site plan and site models. Gregg said SEH is where it wants to be in terms of the design  
112 process and noted the budget is within \$30,000 “either way” of the \$2.34 million budget. Gregg  
113 said SEH wants to have bid alternates in place in the event favorable bids are received.

114  
115 **RECOMMENDATIONS FOR APPROVAL AND/OR POSSIBLE ACTION FROM THE**  
116 **FOLLOWING COMMITTEES/COMMISSIONS/BOARDS:**

117  
118 All items listed under the consent agenda are considered routine and will be enacted by one  
119 motion. There will be no separate discussion of these items unless a council member requests  
120 removal, in which event the item will be removed from the consent agenda and considered in the  
121 order of business in the non-consent agenda.

122  
123 **Item 5 – Consent Agenda**

124  
125 A. Approval of minutes from the previous meeting(s)

126  
Reviewed 2/11/16 by Cari Burmaster

127 **FINANCE COMMITTEE**

- 128  
129 B. Accept Omni Center financials for 2015  
130 C. Accept City General Fund Financials for 2015  
131 D. Approval of Timeline regarding the closing of the Safe Drinking Water Loan on April 13,  
132 2016  
133 E. Approval of Transfer of Departmental Funds within each department – 2015 General  
134 Fund Budget  
135 F. Approval of the establishment of a new DSFB – 2015 for Special Revenue – Equipment  
136 Replacement Fund of \$2,400 for Police Equipment  
137 G. Approval of Designated Fund Balances (DSFB) – adjustment for Tourism 2015  
138 H. Approval of transfer to General Fund Account Payable for contingent liability in the  
139 amount of \$50,000  
140 I. Approval of action regarding City of Onalaska Municipal Court Accounts Receivable for  
141 2015  
142 J. Approval of update regarding credit card usage/cost and e-box usage for 2015  
143 K. Approval of a Payment in Lieu of Taxes (PILOT) Policy for the City of Onalaska  
144 L. Approval of Gundersen Health Systems Parking Ramp 4<sup>th</sup> Quarter and annual for 2015  
145 M. Approval of the Park and Recreation Department to solicit and move forward on Omni  
146 Center projects as outlined in the 2016 Capital Improvement Projects  
147

148 **JUDICIARY COMMITTEE**

- 149  
150 N. Approval of **Ordinance No. 1535-2016** – to amend Chapter 2, Section 8 of Title 13 of  
151 the Code of Ordinances of the City of Onalaska relating to R-MMH Mobile Home  
152 District (First and Second Reading)  
153 O. Approval of **Ordinance No. 1536-2016** – to amend Article D of Chapter 1 of Title 15 of  
154 the Code of Ordinances of the City of Onalaska relating to Electrical Code (Third and  
155 Final Reading)  
156 P. Approval of **Ordinance No. 1537-2016** – to amend Chapter 4 of Title 7, Section 4 of the  
157 Code of Ordinances of the City of Onalaska relating to Registration of Direct Sellers  
158 (First and Second Reading)  
159 Q. Approval of **Ordinance No. 1538-2016** – to amend Chapter 2 of Title 7, Section 11 of  
160 the Code of Ordinances of the City of Onalaska relating to Transfer and Lapse of License  
161 (First and Second Reading)  
162 R. Approval of **Ordinance No. 1539-2016** – to amend Chapter 3 of Title 7, Section 2 of the  
163 Code of Ordinances of the City of Onalaska relating to Cigarette Licenses (First and  
164 Second Reading)  
165 S. Approval of **Ordinance No. 1540-2016** – to amend Chapter 6 of Title 7, Section 1 of the  
166 Code of Ordinances of the City of Onalaska relating to Regulation of Taxicabs (First and  
167 Second Reading)

- 168 T. Approval of **Ordinance No. 1541-2016** – to amend Chapter 2 of Title 7, Section 18 of  
169 the Code of Ordinances of the City of Onalaska relating to Class “A” and Class “B”  
170 Outdoor Venue License (First and Second Reading)  
171 U. Approval of **Ordinance No. 1542-2016** – to amend Chapter 5 of Title 7, Section 4 of the  
172 Code of Ordinances of the City of Onalaska relating to Hotel/Motel Permits (First and  
173 Second Reading)  
174

175 **ADMINISTRATIVE COMMITTEE**

- 176  
177 V. Approval of Operator’s Licenses as listed on report dated February 3, 2016  
178 W. Approval of Change of Agent for Kwik Trip #377, 1802 East Main Street, Onalaska to  
179 Christopher T. Schaller  
180 X. Approval of Special Events Permit for Three Rivers Roleo/K. Rick, LLC for Log Rolling  
181 Tournament on Saturday, July 9, 2016 from 7 a.m.-9 p.m. at the Great River  
182 Landing/Waterfront with permit being released on confirmation of docks location  
183 Y. Approval of Class “B” Picnic License for La Crosse County Library for Saturday, March  
184 5, 2016 for La Crosse Lager Home Brew Club Event  
185 Z. Approval of Onalaska Community Days, American Legion, June 17-18, 2016:  
186 1. Approval of noise variance for Onalaska Community Days on Friday-  
187 Saturday, June 17-18, 2016 until 11:30 p.m. for outdoor entertainment  
188 2. Approval of amendment to Class “B” Liquor License for the Onalaska  
189 American Legion Post 336 for Onalaska Community Days, June 17-18,  
190 2016 to include outside grounds  
191 AA. Approval of request from Jack Tripp, La Crosse Country Club, for waiver to City  
192 of Onalaska Code of Ordinance 11-2-9 (noise ordinance) for the following dates to allow  
193 mowing of Country Club to start at 5:30 a.m.:  
194 1. June 1<sup>st</sup> – WIAA Boys Sectional  
195 2. June 17<sup>th</sup> – Wisconsin Junior PGA Tournament  
196 3. July 7<sup>th</sup> – Wisconsin State Golf Association Amateur Qualifying  
197 4. August 19<sup>th</sup> – Onalaska High School Girls Tournament  
198 5. August 28<sup>th</sup> – Three Rivers Golf Association Championship  
199 6. August 29<sup>th</sup> – Chamber of Commerce Outing  
200 7. September 11<sup>th</sup> – Viterbo Women’s Golf Team Invitational  
201 8. October 3<sup>rd</sup> – Viterbo Men’s Golf Team Invitational  
202

203 **PLAN COMMISSION**

- 204  
205 BB. Approval of an amendment to the Nathan Hill Estates Subdivision Planned Unit  
206 Development (PUD) for 402-412, 415, 422-432, and 442-452 Coronado Circle (Lot 1 of  
207 Certified Survey Map 1601242), and 462-468 Timbercrest Drive, submitted by Chris  
208 Meyer of Dream Builders of Wisconsin, LLC, 1589 Medary Lane, Onalaska, WI 54650  
209 on behalf of Brian Miller of Nathan Estates, LLC, 1820 Tahoe Place, Onalaska, WI

- 210 54650 (Tax Parcels #18-5955-0, 18-5955-2, 18-5955-6, 18-5955-7 & 18-5955-8)  
211 CC. Approval of a rezoning request filed by Steven Jirsa, 1024 Monroe Street,  
212 Onalaska, WI 54650 to rezone the property at 1024 Monroe Street, Onalaska, WI 54650  
213 from Public & Semi-Public (P-1) District to Single Family and/or Duplex Residential (R-  
214 2) District (Tax Parcel #18-1187-0)  
215 DD. Conditional Use Permit filed by Andy LeFebre on behalf of Rivers Harvest  
216 Church/Rivers Harvest, Inc., 1001 Quincy Street, Onalaska, WI 54650, approved to allow  
217 the operation of a child care center at 1001 Quincy Street, Onalaska, WI 54650 in a  
218 Public & Semi-Public (P-1) Zoning District (Tax Parcel #18-697-0) (FIO)  
219 EE. Approval to extend the Final Plat submittal requirement for one year for the 4<sup>th</sup> Addition  
220 to the Country Club Estates Plat, as requested by Kevin Fry, on behalf of Elmwood  
221 Partners, 1859 Sand Lake Road, Onalaska (Tax Parcels #18-3566-100 & 18-4479-0)  
222 FF. Approval to extend the Final Plat submittal requirement for one year for the French  
223 Valley Neighborhood Plat, as requested by Dr. Leo Bronston, on behalf of French Valley,  
224 LLC, 1202 County Road PH, Suite 100, Onalaska (Tax Parcels #18-4480-0, 18-4481-0,  
225 18-4482-1, 18-4485-0)  
226

227 **UTILITIES COMMITTEE/MASS TRANSIT**

- 228  
229 GG. Approval of MTU Transit update and financials for 2015  
230 HH. Approval of Shared Ride financials for 2015  
231

232 **PARKS AND RECREATION BOARD**

- 233  
234 II. Approve Grazing Land Lease with Clearwater Farms  
235 JJ. Approve 2016 Spring/Summer Activity Guide printing to Crescent Printing in the amount  
236 not to exceed \$2,650  
237 KK. Authorization to accept \$9,500 Grant from Paul E. Stry Foundation to assist with  
238 tree purchase and removal from within City Parks  
239 LL. Approve TV advertising agreement with Tornado Youth Hockey  
240 MM. Approval annual Nutrition site fitness class agreement with La Crosse YMCA and  
241 La Crosse County  
242

243 **LONG RANGE PLANNING COMMITTEE**

- 244  
245 NN. Approval of 2016 Long Range Planning Committee Meeting Schedule  
246

247 Motion by Ald. Bialecki, second by Ald. Olson, to approve the Consent Agenda.  
248

249 On voice vote, motion carried.  
250

251 **Non-Consent Agenda**

Reviewed 2/11/16 by Cari Burmaster

252  
253  
254  
255  
256  
257  
258  
259  
260  
261  
262  
263  
264  
265  
266  
267  
268  
269  
270  
271  
272  
273  
274  
275  
276  
277  
278  
279  
280  
281  
282  
283  
284  
285  
286  
287  
288  
289  
290  
291  
292

**Item 6 – RECAP ITEMS PULLED FROM THE CONSENT AGENDA**

- Item II: Parks and Recreation Board – Approve Grazing Land Lease with Clearwater Farms
- Item LL: Parks and Recreation Board – Approve TV advertising agreement with Tornado Youth Hockey

**Item 7 – FINANCE COMMITTEE**

A. Vouchers

Motion by Ald. Muth, second by Ald. Bialecki, to approve the vouchers expended since the last Common Council meeting on January 12, 2016, in the amount of \$11,190,018.14.

On voice vote, motion carried.

B. City of Onalaska 2016 Capital Projects-General Obligation Corporate Purpose Bonds and State Trust Fund Loan:

1. **Resolution 6-2016** – Initial Resolution Authorizing \$735,000 General Obligation Bonds for Sanitary Sewer Projects

Motion by Ald. Muth, second by Ald. Bialecki, to approve Resolution 6-2016 – Initial Resolution Authorizing \$735,000 General Obligation Bonds for Sanitary Sewer Projects.

On roll call vote: Ald. Barry Blomquist – aye, Ald. Jim Olson – aye, Ald. Harvey Bertrand – aye, Ald. Bob Muth – aye, Ald. Jim Bialecki – aye, Ald. Jim Binash – aye. Motion carried.

2. **Resolution 7-2016** – Initial Resolution Authorizing \$80,000 General Obligation Bonds for Storm Sewer Projects

Motion by Ald. Muth, second by Ald. Bertrand, to approve Resolution 7-2016 – Initial Resolution Authorizing \$80,000 General Obligation Bonds for Storm Sewer Projects.

On roll call vote: Ald. Barry Blomquist – aye, Ald. Jim Olson – aye, Ald. Harvey Bertrand – aye, Ald. Bob Muth – aye, Ald. Jim Bialecki – aye, Ald. Jim Binash – aye. Motion carried.

3. **Resolution 8-2016** – Initial Resolution Authorizing \$2,385,000 General Obligation Bonds for Parks and Public Grounds Projects

Motion by Ald. Muth, second by Ald. Bialecki, to approve Resolution 8-2016 – Initial

293 Resolution Authorizing \$2,385,000 General Obligation Bonds for Parks and Public Grounds  
294 Projects.

295

296 On roll call vote: Ald. Jim Bialecki – aye, Ald. Barry Blomquist – aye, Ald. Jim Olson – aye,  
297 Ald. Jim Binash – aye, Ald. Bob Muth – aye, Ald. Harvey Bertrand – aye. Motion carried.

298

299 4. **Resolution 9-2016** – Initial Resolution Authorizing \$2,530,000 General Obligation  
300 Bonds for Street Improvement Projects

301

302 Motion by Ald. Muth, second by Ald. Bertrand, to approve Resolution 9-2016 – Initial  
303 Resolution Authorizing \$2,530,000 General Obligation Bonds for Street Improvement Projects.

304

305 On roll call vote: Ald. Jim Bialecki – aye, Ald. Barry Blomquist – aye, Ald. Jim Olson – aye,  
306 Ald. Jim Binash – aye, Ald. Bob Muth – aye, Ald. Harvey Bertrand – aye. Motion carried.

307

308 5. **Resolution 10-2016** – Initial Resolution Authorizing \$190,000 General Obligation  
309 Bonds for Water System Projects

310

311 Motion by Ald. Muth, second by Ald. Bertrand, to approve Resolution 10-2016 – Initial  
312 Resolution Authorizing \$190,000 General Obligation Bonds for Water System Projects.

313

314 On roll call vote: Ald. Harvey Bertrand – aye, Ald. Barry Blomquist – aye, Ald. Bob Muth –  
315 aye, Ald. Jim Olson – aye, Ald. Jim Binash – aye, Ald. Jim Bialecki – aye. Motion carried.

316

317 6. **Resolution 11-2016** – Resolution directing publication of Notice to Electors

318

319 Motion by Ald. Muth, second by Ald. Olson, to approve Resolution 11-2016 – Resolution  
320 directing publication of Notice to Electors.

321

322 On roll call vote: Ald. Harvey Bertrand – aye, Ald. Barry Blomquist – aye, Ald. Bob Muth –  
323 aye, Ald. Jim Olson – aye, Ald. Jim Binash – aye, Ald. Jim Bialecki – aye. Motion carried.

324

325 7. **Resolution 12-2016** – Resolution providing the sale of \$5,920,000 General  
326 Obligation Corporate Purpose Bonds

327

328 Motion by Ald. Muth, second by Ald. Binash, to approve Resolution 12-2016 – Resolution  
329 providing the sale of \$5,920,000 General Obligation Corporate Purpose Bonds.

330

331 On roll call vote: Ald. Bob Muth – aye, Ald. Jim Bialecki – aye, Ald. Barry Blomquist – aye,  
332 Ald. Jim Binash – aye, Ald. Harvey Bertrand – aye, Ald. Jim Olson – aye. Motion carried.

333

334 8. Authorization requesting State Trust Fund 5-year Loan of \$134,190 to purchase  
Reviewed 2/11/16 by Cari Burmaster

335 police cars, City Hall repairs/audio, Bluffland Protection Program, and  
336 Comprehensive Outdoor Recreation Plan

337  
338 Motion by Ald. Muth, second by Ald. Bertrand, to approve authorization requesting State Trust  
339 Fund 5-year Loan of \$134,190 to purchase police cars, City Hall repairs/audio, Bluffland  
340 Protection Program, and Comprehensive Outdoor Recreation Plan.

341  
342 On voice vote, motion carried.

343  
344 C. **Resolution 16-2016** – To transfer funds to/from various departments – 2015 General  
345 Fund Budget

346  
347 Motion by Ald. Muth, second by Ald. Binash, to approve Resolution 16-2016 – To transfer funds  
348 to/from various departments – 2015 General Fund Budget.

349  
350 On roll call vote: Ald. Jim Olson – aye, Ald. Jim Binash – aye, Ald. Harvey Bertrand – aye, Ald.  
351 Bob Muth – aye, Ald. Jim Bialecki – aye, Ald. Barry Blomquist – aye. Motion carried.

352  
353 D. **Resolution 15-2016** – Authorization to transfer from General Fund to Special Project  
354 Fund Dare in the amount of \$3,500

355  
356 Motion by Ald. Muth, second by Ald. Bertrand, to approve Resolution 15-2016 – Authorization  
357 to transfer from General Fund to Special Project Fund Dare in the amount of \$3,500.

358  
359 On roll call vote: Ald. Jim Olson – aye, Ald. Jim Binash – aye, Ald. Harvey Bertrand – aye, Ald.  
360 Bob Muth – aye, Ald. Jim Bialecki – aye, Ald. Barry Blomquist – aye. Motion carried.

361  
362 E. **Resolution 17-2016** – Authorization to amend the 2015 Special Revenue Fund-  
363 Equipment Replacement Fund in the amount of \$21,880

364  
365 Motion by Ald. Muth, second by Ald. Binash, to approve Resolution 17-2016 – Authorization to  
366 amend the 2015 Special Revenue Fund-Equipment Replacement Fund in the amount of \$21,880.

367  
368 On roll call vote: Ald. Jim Bialecki – aye, Ald. Bob Muth – aye, Ald. Jim Olson – aye, Ald.  
369 Harvey Bertrand – aye, Ald. Barry Blomquist – aye, Ald. Jim Binash – aye. Motion carried.

370  
371 F. **Resolution 18-2016** – To amend the 2015 General Fund Budget and Transfer to Special  
372 Projects Fund-Equipment Replacement Fund in the amount of \$80,000

373  
374 Motion by Ald. Muth, second by Ald. Bertrand, to approve Resolution 18-2016 – To amend the  
375 2015 General Budget Fund and Transfer to Special Projects Fund-Equipment Replacement Fund  
376 in the amount of \$80,000.

Reviewed 2/11/16 by Cari Burmaster

377  
378 On roll call vote: Ald. Jim Bialecki – aye, Ald. Bob Muth – aye, Ald. Jim Olson – aye, Ald.  
379 Harvey Bertrand – aye, Ald. Barry Blomquist – aye, Ald. Jim Binash – aye. Motion carried.

380  
381 G. Authorization to approve purchasing a new forklift from Illinois Life Equipment (DBA  
382 Ben Lopez) in the amount of \$20,450

383  
384 Motion by Ald. Muth, second by Ald. Olson, to approve authorization to purchase a new forklift  
385 from Illinois Life Equipment (DBA Ben Lopez) in the amount of \$20,450.

386  
387 Jarrod said he believes the vehicle will carry a three-year warranty, and it may be serviced  
388 locally by the local suppliers.

389  
390 On voice vote, motion carried.

391  
392 **Item 8 – PERSONNEL COMMITTEE**

393  
394 A. Review and consideration of possible additional advertising sources for the City  
395 Administrator position and extension of recruitment deadline date for City Administrator

396  
397 Hope noted that there are eight applicants for the City Administrator position and said she  
398 believes it would be worthwhile to extend the recruitment deadline date at least one more month  
399 in an attempt to attract a few more qualified candidates. Hope said the extension could come  
400 with the caveat that the Council could extend the deadline another 30 days if it so chooses.

401  
402 Motion by Ald. Bialecki, second by Ald. Olson, to approve additional advertising sources for the  
403 City Administrator position and extend the recruitment deadline date for City Administrator by  
404 two months.

405  
406 Ald. Bialecki said the goal is to broaden the field of candidates before ultimately hiring a City  
407 Administrator.

408  
409 Ald. Bertrand asked Hope if there is a guideline in regards to the ideal number of qualified  
410 candidates.

411  
412 Ald. Bialecki said, “What I would keep in mind is what we’ve set for that person within that job  
413 description – the academic, experience – and stay strictly with that. As [Hope] said, there are a  
414 few people interested, but they didn’t make the cut.”

415  
416 Hope told Ald. Bertrand that there is not a set guideline and said she would like to have a few  
417 more candidates. Hope said, “It’s better to take your time and make the right decision than it is to  
418 just interview candidates that you obtain and then potentially make a wrong hiring decision.”

419  
420 Ald. Binash said, "I do believe that we do need to take our time to find the right person.  
421 However, if the candidate is already there, do we send out some kind of letter to the people that  
422 have already applied? If there is somebody qualified, we don't want to lose them. Do we let  
423 them know that we're still considering them and we have their application? What do we do to  
424 make sure that maybe one of these people that might be the next City Administrator may still be  
425 available when we get to that point?"

426  
427 Hope said, "That's something that I do with any application process. Once a decision has been  
428 made by the Council or the department I notify all the candidates. In that case, I would notify all  
429 of them that we just have not gotten enough candidates for a pool to do interviews. We're  
430 keeping the position open for applicants, but they're still highly considered and please bear with  
431 us during this transition time."

432  
433 On voice vote, motion carried.

434  
435 B. Review and consideration of posting and advertising police officer position to establish  
436 an eligibility list for 2016

437  
438 Hope noted that one position is open and said there is a candidate who hopefully will pass a  
439 background check. Hope said there has been one recruitment out of the eight candidates on the  
440 eligibility list and noted that several did not pass a background check. One individual withdrew  
441 his/her name after the position had been offered, and another individual accepted a position  
442 elsewhere by the time his/her name came up on the eligibility list. Hope said, "We are basically  
443 on the last name. What that means is that we have one person out on leave who we don't know  
444 if they're returning or not. Then we also have another sergeant who is looking at retiring. That  
445 means that we need to continue to establish yet another list so that we're not doing this and  
446 waiting for the Police Department and making them wait until June or July through this process.  
447 It's a long process. Typically we keep applications open for a month. There's a written test  
448 involved, and then interview panels with Police and Fire, and then a professional panel.  
449 Typically you're looking at a two- to three-month process just to do the interviews, and  
450 hopefully by that time if we have people who are leaving that we'd have an eligibility list to hire  
451 from. I'm just asking for permission to post and advertise. There isn't currently, hopefully, a  
452 position open. We're hoping that it's getting filled with this last candidate. But we will  
453 potentially have one or two in the future and we want to be prepared."

454  
455 Motion by Ald. Bialecki, second by Ald. Binash, to approve posting and advertising police  
456 officer position to establish an eligibility list for 2016.

457  
458 Ald. Muth noted that the Police Department either had three or four officer positions open and  
459 asked Hope if the department is now at full staff.

460

461 Hope said one position still needs to be filled and noted that the individual under consideration is  
462 undergoing a background check. Hope said she hopes the background check will be finished by  
463 the end of the week, adding that the candidate may undergo a psychological evaluation and a  
464 physical if he/she passes the background check.

465  
466 On voice vote, motion carried.

467  
468 **Item 9 – JUDICIARY COMMITTEE**  
469

470 A. **Ordinance No. 1543-2016** – to amend Title 10 Chapter 1 Section 37 of the Code of  
471 Ordinances of the City of Onalaska related to School Zone Parking (Northern Hills  
472 School) (First and Second Reading)

473  
474 Motion by Ald. Blomquist, second by Ald. Bertrand, to suspend the rules and give Ordinance  
475 No. 1543-2016 its First, Second, Third and Final Reading.

476  
477 On voice vote, motion carried.

478  
479 Motion by Ald. Blomquist, second by Ald. Bialecki, to approve Ordinance No. 1543-2016 – to  
480 amend Title 10 Chapter 1 Section 37 of the Code of Ordinances of the City of Onalaska related  
481 to School Zone Parking (Northern Hills School) (First, Second, Third and Final Reading).

482  
483 Ald. Muth asked Assistant Police Chief Miller if this ordinance is ready to be implemented.

484  
485 Jarrod noted that the signs were ordered a little more than two weeks ago, but they have not yet  
486 arrived. Jarrod said it might take another week for the signs to arrive.

487  
488 Assistant Police Chief Miller said the Police Department has been working with Northern Hills  
489 Elementary School staff on informing parents once the amended ordinance is implemented.  
490 Assistant Police Chief Miller said officers will be at the school for the first couple of weeks after  
491 the amended ordinance has been implemented to assist parents with the new process.

492  
493 On voice vote, motion carried.

494  
495 **Item 10 – BOARD OF PUBLIC WORKS**  
496

497 A. **Resolution 13-2016** – Preliminary resolution regarding assessments for alley paving and  
498 setting date and time of public hearing regarding assessments

499  
500 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Resolution 13-2016 –  
501 Preliminary resolution regarding assessments for alley paving and setting the public hearing  
502 regarding assessments for 6:30 p.m. on Tuesday, March 1.

503  
504 On voice vote, motion carried.

Reviewed 2/11/16 by Cari Burmaster

505  
506       B. **Resolution 14-2016** – Preliminary resolution regarding assessments for sidewalk  
507       construction and setting date and time of public hearing regarding special assessments  
508

509       Motion by Ald. Bialecki, second by Ald. Muth, to approve Resolution 14-2016 – Preliminary  
510       resolution regarding assessments for sidewalk construction and setting public hearing regarding  
511       special assessments for 6:30 p.m. on Tuesday, March 1.

512  
513       On voice vote, motion carried.

514  
515       C. Review and consideration of professional engineering services for final design of South  
516       Kinney Coulee lift station

517  
518       Motion by Ald. Bialecki, second by Ald. Olson, to approve professional engineering services for  
519       final design of South Kinney Coulee lift station.

520  
521       Ald. Bialecki noted that Strand Associates will be providing the professional engineering  
522       services.

523  
524       On voice vote, motion carried.

525  
526       D. Pay Estimates: Strand Associates, Short Elliott Hendrickson, Inc., Olympic Builders,  
527       Paragon Associates, Chosen Valley Testing, State of Wisconsin Department of  
528       Transportation and any other contractor/developer

529  
530       Motion by Ald. Bialecki, second by Ald. Blomquist, to approve the nine pay estimates identified  
531       in a document dated February 2, 2016 and included in Council members' packets.

532  
533       On voice vote, motion carried.

534  
535       **The following items were pulled from the Consent Agenda, to be addressed at this time in**  
536       **the Non-Consent Agenda.**

537  
538       **Item 11 – PARKS AND RECREATION BOARD**

539  
540       A. Approve Grazing Land Lease with Clearwater Farms

541  
542       Motion by Ald. Bialecki, second by Ald. Muth, to refer back to the Parks and Recreation Board  
543       for further discussion the Grazing Land Lease with Clearwater Farms.

544  
545       On voice vote, motion carried.

546  
Reviewed 2/11/16 by Cari Burmaster

547 B. Approve TV advertising agreement with Tornado Youth Hockey

548

549 Motion by Ald. Binash, second by Ald. Bialecki, to refer back to the Parks and Recreation Board  
550 for further discussion a TV advertising agreement with Tornado Youth Hockey.

551

552 On voice vote, motion carried.

553

554 **Item 12 – REPORT FROM FINANCIAL SERVICES DIRECTOR/TREASURER**

555

556 A. Approve the Base Fee/Hourly Rate/Equipment Fee/Fire Inspection Fee agreement for the  
557 Town of Onalaska 2016

558

559 Fred noted that the City of Onalaska has a contract with the Town of Onalaska and said the  
560 prices include a \$100 per inspection fee, \$150 per hour per piece of equipment, \$100 per hour  
561 per person for calls (fire, First Responder), and \$5,000 base fee per month on the existing Town  
562 of Onalaska coverage area. Fred said the price will decrease to \$2,500 per month if the fire  
563 contracted area is reduced to the outlined areas. Fred said he hopes that come February 15 the  
564 month of February will be prorated to half of the \$5,000. The fee would then decrease to \$2,500  
565 afterwards.

566

567 Sean noted that the Town of Onalaska has passed a resolution approving this contract. However,  
568 the contract has not yet been signed. Sean noted that in a subsequent meeting a motion was  
569 passed not to sign the contract until the Town of Onalaska’s contract with the Village of Holmen  
570 Fire Board is amended to address the financial issue caused by this contract. Sean said, “What  
571 we’re looking for tonight is a motion to approve the contract, and to allow it to be signed after  
572 the Town of Onalaska delivers a signed copy.”

573

574 Motion by Ald. Bialecki, second by Ald. Bertrand, to approve the Base Fee/Hourly  
575 Rate/Equipment Fee/Fire Inspection Fee agreement for the Town of Onalaska 2016, contingent  
576 upon the Town of Onalaska adopting its end of the agreement.

577

578 On voice vote, motion carried.

579

580 **Item 13 – CLOSED SESSION**

581

582 To consider a motion to convene in Closed Session under Section 19.85(1)(g) of the Wisconsin  
583 Statutes for the purpose of conferring with legal counsel for the governmental body who is  
584 rendering oral or written advice concerning strategy to be adopted by the body with respect to  
585 litigation in which it is or is likely to become involved:

586

- 587 • Menards property tax assessment challenges.

588

589 If any action is required in Open Session, as the result of the Closed Session, the Council will  
590 reconvene in Open Session to take the necessary action and/or continue on with the printed  
591 agenda.

592  
593 Motion by Ald. Muth, second by Ald. Olson, to convene in Closed Session.

594  
595 On roll call vote: Ald. Barry Blomquist – aye, Ald. Jim Olson – aye, Ald. Harvey Bertrand –  
596 aye, Ald. Bob Muth – aye, Ald. Jim Bialecki – aye, Ald. Jim Binash – aye. In Closed Session.

597  
598  
599 Recorded by:

600  
601 Kirk Bey