

**Common Council
of the City of Onalaska**

Tuesday, July 12, 2016

1

1 The Meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, July 12, 2016.
2 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: Ald. Jim Binash, Ald. Jim Bialecki,
5 Ald. Jim Olson, Ald. Harvey Bertrand, Ald. Bob Muth

6
7 Also Present: Human Resource Director Hope Burchell, City Attorney Sean O’Flaherty,
8 Financial Services Director/Treasurer Fred Buehler

9
10 Excused Absences: Mayor Joe Chilsen, Ald. Barry Blomquist

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 Ald. Muth welcomed public input at this time.

19

20 **Dick Gilmore, retired pastor**

21 **No address given**

22

23 “I’m here from the Mayor’s Prayer Breakfast Executive Committee to pray for the Mayor, even
24 though he isn’t here, and for all of you. So I would like you to join me in that prayer: *‘Lord God,
25 these men and women have been elected because of their good judgment, and because of their
26 ability and their frankness and their openness and their understanding of problems. But nobody
27 is perfect, so they too have fallible points. We would pray now that they would be blessed with
28 good judgment and be blessed with the ability to know what is best for the city. I know there are
29 a lot of problems [involved] in running a city like this. ... I know it’s a big problem to do it right
30 and make our city healthy and strong and growing. But I pray for them that they would be up to
31 it and be able to make us a strong, healthy, growing city. Lord, I pray to you who created this
32 whole earth. We thank you for your wisdom and what you did bless us with, and especially these
33 men. Guide them and give them good judgment for their term in making our city strong and
34 healthy. In Jesus’ name, Amen.’ ”*

35

36 Ald. Muth called three times for anyone else wishing to provide public input and closed that
37 portion of the meeting.

38

39 **Item 4 – REPORT FROM THE MAYOR:**

40

41 A. No Report from Mayor

42

Reviewed 7/13/16 by Hope Burchell

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2

43 **RECOMMENDATIONS FOR APPROVAL AND/OR POSSIBLE ACTION FROM THE**
44 **FOLLOWING COMMITTEES/COMMISSIONS/BOARDS:**

45
46 All items listed under the consent agenda are considered routine and will be enacted by one
47 motion. There will be no separate discussion of these items unless a council member requests
48 removal, in which event the item will be removed from the consent agenda and considered in the
49 order of business in the non-consent agenda.

50
51 **Item 5 – Consent Agenda**

52
53 A. Approval of minutes from the previous meeting(s)

54
55 **FINANCE COMMITTEE**

- 56
57 B. Accept Omni Center Financials for 2016
58 C. Accept City General Fund Financials for 2016
59 D. Accept City of Onalaska Cash Flow Procedures:
60 a. Police Department
61 b. Joint Municipal Court
62 c. Deficiencies Cited
63 E. Accept the proposed Laser Products Technologies, Inc. Intelliprint program not to exceed
64 \$1,200 to various departments and funds for 2016

65
66 **PERSONNEL COMMITTEE**

- 67
68 F. Accept the changes to the following job descriptions:
69 a. Firefighter/Emergency Medical Technician
70 b. Lieutenant
71 G. Authorization to replace Lieutenant Firefighter/EMT and if promoted within the
72 Department, a Firefighter/EMT position
73 H. Authorization to post and advertise for a Police Officer position to obtain an eligibility
74 list

75
76 **JUDICIARY COMMITTEE**

- 77
78 I. Approval of **Ordinance No. 1559-2016** – to annex land located in the Southwest ¼ of the
79 Southeast ¼ in Section 29, Township 17 North, Range 7 West from the Town of
80 Onalaska to the City of Onalaska (Third and Final Reading) (Three Amigos Property
81 Management, LLC, successor in interest to Bob Stephan, Abbey Road Development,
82 LLC) (Previous Ordinance 1469-2014)

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- 83 J. Approval of **Ordinance No. 1560-2016** – to amend Section 3 of Chapter 1 of Title 3 of
84 the Code of Ordinances of the City of Onalaska relating to City Budget (Third and Final
85 Reading)
86 K. Approval of **Ordinance No. 1562-2016** – to annex land located in the Southwest ¼ of the
87 Southwest ¼ in Section 3, Township 16 North, Range 7 West from the Town of Onalaska
88 to the City of Onalaska (Third and Final Reading) (Coulee Golf Bowl Annexation)
89 (Previous Ordinance 1468-2014)
90 L. Approval of **Ordinance No. 1563-2016** – to amend Title 2 Chapter 4 of the City of
91 Onalaska Code of Ordinances related to the Community Development Authority (Third
92 and Final Reading)
93 M. Approval of **Ordinance No. 1564-2016** – to amend Section 7 of Chapter 1 of Title 7 of
94 the Code of Ordinances of the City of Onalaska relating to the Impoundment of Animals
95 (Third and Final Reading)
96

97 **ADMINISTRATIVE COMMITTEE**

- 98
99 N. Authorization to allow North American Squirrel Association (NASA) to use firearms to
100 hunt deer in the landfill area the first two weekends in September, 2016
101 O. Approval of request from Carol and Gary Skoy for one full body burial with one set of
102 ashes in Block 174, Lot 1, Grave 4 in the City of Onalaska cemetery
103 P. Approval of Special Events Permit for Mini Donut Half Marathon on September 17, 2016
104 at 7 a.m. starting at Riders Club Road and 4th Avenue North, Onalaska
105

106 **BOARD OF PUBLIC WORKS**

- 107
108 Q. Approval of Fluid Applied Floor at Public Works Facility by Dynamic Concrete
109 Recycling in the amount of \$87,244.60
110 R. Approval of Fluid Applied Roof at Omni Center by Seamless Roofing, LLC in the
111 amount of \$58,000
112 S. Approval of Wisconsin Department of Transportation State/Municipal agreement for I-90
113 project 1071-06-80/83/86/89
114 T. Approval of change order #5 for Well #9 Reconstruction Project
115 U. Approval of Professional Engineering Services for smoke testing a portion of the sanitary
116 sewer system by Strand Associates in the amount of \$10,000
117

118 **PLAN COMMISSION**

- 119
120 V. Conditional Use Permit filed by Todd Wiedenhaft, Lost Island Wine, LLC, 570 Theater
121 Road, Suite 100, Onalaska, WI 54650 and Jeff Pralle, Valley View Business Park, LLP,
122 PO Box 325, Onalaska, WI 54650-0325 to amend the original Conditional Use Permit to
123 add the extension of wine serving hours to 11:00 P.M. to be consistent with brewery
124 serving hours in the tasting room at Lost Island Winery at 570 Theater Road, Suite 100,

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- 125 Onalaska, WI 54650 (Tax Parcel #18-4017-5) (FIO)
- 126 W. Approval of an amendment to the Nathan Hill Estates Subdivision Planned Unit
- 127 Development (PUD) for 415-417 Coronado Circle (Lot 1 of Certified Survey Map
- 128 1601242), and 462-468 Timbercrest Drive, submitted by Brian Miller of Nathan Hill
- 129 Estates LLC, 1820 Tahoe Place, Onalaska, WI 54650 (Tax Parcels #18-5955-0 & 18-
- 130 5955-2)
- 131 X. Approval of a Certified Survey Map (CSM) submitted by Tyler Edwards on behalf of
- 132 Menard, Inc. Properties, 5101 Menard Drive, Eau Claire, WI 54703, to merge six (6)
- 133 parcels and reconfigure four (4) parcels (26.99 acres) at 1301 Sand Lake Road/County
- 134 Road S/902 Club Road, Onalaska, WI 54650 (Tax Parcels #18-4525-10, 18-4523-12, 18-
- 135 4523-13, 18-4523-21, 18-4523-22 & 18-4523-23)
- 136 Y. Approval of a Certified Survey Map (CSM) submitted by Gregory Collins, Axley
- 137 Brynelson, LLP, 2 East Mifflin Street, Suite 200, Madison, WI 53703 on behalf of
- 138 Moeller Properties II, LLC, 5100 Park Boulevard East, Suite 120, Madison, WI 53718
- 139 and Paul Robinson, 4133 Kinney Coulee Road North, Onalaska, WI 54650 to reconfigure
- 140 two (2) parcels (16.09 acres) at 4101 Kinney Coulee Road North & 4133 Kinney Coulee
- 141 Road North, Onalaska, WI 54650 (Tax Parcels #18-3402-1 & 18-3403-0)
- 142

143 **UTILITIES COMMITTEE/MASS TRANSIT**

144

- 145 Z. Approval of MTU Transit financials for 2016
- 146 AA. Approval of Shared Ride Transit:
- 147 1. 2016 financials
- 148 2. Authorization to sell two Shared Ride vehicles
- 149

150 **PARKS AND RECREATION BOARD**

151

- 152 BB. No report from Parks & Rec
- 153

154 **ROOM TAX COMMISSION**

155

- 156 CC. Accept Tourism financials dated 4/20/16 per Finance Director
- 157

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

159

160 On voice vote, motion carried.

161

162 **Non-Consent Agenda**

163

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

165

166 As there were no items removed from the Consent Agenda, Item 7 was addressed next.
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5

167

168 **Item 7 – FINANCE COMMITTEE**

169

170 A. Vouchers

171

172 Motion by Ald. Bialecki, second by Ald. Bertrand, to approve the vouchers expended since the
173 last Common Council meeting on June 14, 2016, in the amount of \$2,260,375.53.

174

175 On voice vote, motion carried.

176

177 B. **Resolution 32-2016** – Budget Amendment to General Fund Budget and Enterprise Fund

178

179 Motion by Ald. Bialecki, second by Ald. Olson, to approve Resolution 32-2016 – Budget
180 Amendment to General Fund Budget and Enterprise fund.

181

182 On roll call vote: Ald. Jim Bialecki – aye, Ald. Jim Olson – aye, Ald. Jim Binash – aye, Ald.
183 Bob Muth – aye, Ald. Harvey Bertrand – aye. Motion carried, 5-0.

184

185 **Item 8 – PERSONNEL COMMITTEE**

186

187 A. Review and consideration of changes to the Parks Maintenance Laborer job description

188

189 Motion by Ald. Bialecki, second by Ald. Binash, to approve changes to the Parks Maintenance
190 Laborer job description.

191

192 On voice vote, motion carried.

193

194 B. Review and consideration of authorization to replace, post and advertise the Parks
195 Maintenance Laborer position

196

197 Motion by Ald. Bialecki, second by Ald. Binash, to approve authorization to replace, post and
198 advertise the Parks Maintenance Laborer position.

199

200 On voice vote, motion carried.

201

202 **Item 9 – ADMINISTRATIVE COMMITTEE**

203

204 A. Approval of Operator’s Licenses as listed on report dated July 6, 2016 with option to
205 leave the application process open until Monday, July 11, 2016 (day before the Common
206 Council meeting)

207

208 Hope said Council members had received an updated Operator’s Licenses report.

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209

210 Motion by Ald. Muth, second by Ald. Binash, to approve the Operator's Licenses listed on the
211 reported dated July 11, 2016.

212

213 On voice vote, motion carried.

214

215 B. Miscellaneous licensing reporting – Recreational Burning Permits

216

217 Ald. Muth said this item has been removed.

218

219 **Item 10 – BOARD OF PUBLIC WORKS**

220

221 A. Review and consideration of change order #1 for 2016 pavement project

222

223 Motion by Ald. Bialecki, second by Ald. Olson, to approve change order #1 for 2016 pavement
224 project.

225

226 On voice vote, motion carried.

227

228 **Item 11 – ROOM TAX COMMISSION**

229

230 A. Update on La Crosse Area Convention and Visitors Bureau

231

232 Ald. Binash said LCCVB Executive Director A.J. Frels had toured the Omni Center. Ald.

233 Binash said he believes the city can incorporate what the Omni Center has to offer on

234 explorelacrosse.com.

235

236 Ald. Bialecki said he believes Council members had received an invitation to the LCCVB's

237 annual meeting at Drugan's Castle Mound Country Club in the Village of Holmen. Ald.

238 Bialecki noted that Council members will not be able to attend as they will be interviewing City

239 Administrator candidates that day.

240

241 Motion by Ald. Bialecki, second by Ald. Bertrand, to approve the La Crosse Area Convention
242 and Visitors Bureau report.

243

244 Fred asked Sean if the Council votes on an update.

245

246 Sean said it is his understanding that the Council is accepting the report.

247

248 On voice vote, motion carried.

249

250 Sean asked Ald. Muth to return to Item 9a and invite another Council member to make the
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251 motion to approve as Ald. Muth is serving as Chair of the Common Council in the Mayor's
252 absence.

253

254 Motion by Ald. Bialecki, second by Ald. Binash, to approve the Operator's Licenses listed on the
255 reported dated July 11, 2016.

256

257 On voice vote, motion carried.

258

259 **Item 12 – CLOSED SESSION**

260

261 To consider a motion to convene in Closed Session under Section 19.85(1)(e) of the Wisconsin
262 Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the
263 investing of public funds or conducting other specified public business, whenever competitive or
264 bargaining reasons require a closed session:

265

266 • Discussion regarding funding and timeline of utility connections on Abbey Road in
267 connections with OT annexations

268 • Medary Boundary Agreement

269

270 And to consider a motion to convene in Closed Session under Section 19.85(1)(c) for the
271 purposes of considering employment, promotion, compensation or performance evaluation data
272 of any public employee over which the governmental body has jurisdiction or exercises
273 responsibility:

274

275 • Review of City Administrator Interview Questions

276

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

280

281 Motion by Ald. Bialecki, second by Ald. Binash, to convene in Closed Session.

282

283 On roll call vote: Ald. Harvey Bertrand – aye, Ald. Bob Muth – aye, Ald. Jim Olson – aye, Ald.
284 Jim Binash – aye, Ald. Jim Bialecki – aye. In Closed Session.

285

286

287 Recorded by:

288

289 Kirk Bey

Reviewed 7/13/16 by Hope Burchell