

**Common Council
of the City of Onalaska**

Tuesday, July 14, 2015

1

1 The Meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, July 14, 2015.
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: 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, City Attorney Sean O’Flaherty, Financial Services
8 Director/Treasurer Fred Buehler, City Engineer Jarrod Holter, Land Use and Development
9 Director Brea Grace

10

11 **Item 2 – Pledge of Allegiance**

12

13 The Pledge of Allegiance was recited.

14

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

16

17 Mayor Chilsen welcomed public input at this time.

18

19 **Pastor Nancy Hatlevig**

20 **833 Sand Lake Road**

21 **Onalaska**

22

23 “I’m here on behalf of the Coulee Region Association of Evangelical Pastors, and I would like to
24 pray for your meeting tonight, if you would please join me: *‘Heavenly father, we thank you for*
25 *this wonderful City of Onalaska. Thank you for its beauty. Thank you for its people. And thank*
26 *you for the privilege that we have of living in this city. I pray now, Lord, for the leadership here*
27 *tonight [and] for the meeting and the discussion [and] the news and the events at hand and the*
28 *processes of governing that go on tonight. Lord, your word says that if we lack wisdom, we*
29 *should ask of you and you will give it liberally. We thank you for that, [and] that peace in our*
30 *hearts, Lord, that you want to give us the wisdom to govern wonderfully. In closing, Lord, I*
31 *thank you for the people of this city and for this leadership tonight, [which is] sometimes a*
32 *thankless job. We thank you for our Police Department and our Fire Department. We thank you*
33 *for our emergency workers, our medical people and financial businessmen. Lord, we thank you*
34 *for the different categories of people – our teachers, different professions and the common*
35 *people of this city. There is not a category we could name that we could live without, except for*
36 *thieves and thugs, so we thank you for this wonderful city. And in the name of Jesus, I take*
37 *authority over darkness that would try to destroy this city. And we thank you, Lord, that tonight*
38 *this meeting is blessed, and that this city will be as beautiful on the inside as it is beautiful on the*
39 *outside. I thank you and I praise you, Father, that you’re a hearing God, and that you answer*
40 *us. In Jesus’ name I pray, Amen.’ ”*

41

42 Mayor Chilsen called three times for anyone else wishing to provide public input and closed that
Reviewed 7/15/15 by Cari Burmaster

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2

43 portion of the meeting.

44

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

46

47 A. Library statistics for June

48

49 Mayor Chilsen reported the gate count for June was 15,176. Thirteen groups and 1,317 patrons
50 utilized the library, and meeting room revenue totaled \$7,500.

51

52 B. Proclamation – Officer Dave Haack Proclamation

53

54 Mayor Chilsen read the Officer Dave Haack Proclamation.

55

56 C. Proclamation – Kwik Trip 50th Anniversary Day

57

58 Mayor Chilsen read the Kwik Trip 50th Anniversary Day Proclamation.

59

60 Motion by Ald. Bialecki, second by Ald. Olson, to approve the Kwik Trip 50th Anniversary Day
61 Proclamation.

62

63 On voice vote, motion carried.

64

65 Motion by Ald. Bialecki, second by Ald. Olson, to approve Item B – Officer Dave Haack
66 Proclamation.

67

68 On voice vote, motion carried.

69

70 D. Report on Celebrate Onalaska

71

72 Mayor Chilsen said it appears as though the inaugural Celebrate Onalaska was a success, noting
73 he heard positive comments and that there had been no calls either to the Police Department or
74 the Fire Department.

75

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

78

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

83

84

Reviewed 7/15/15 by Cari Burmaster

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3

85 **Item 5 – Consent Agenda**

86

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

88

89 **FINANCE COMMITTEE**

90

91 B. Accept Omni Center financials for 2015

92 C. Accept City General Fund Financials for 2015

93 D. Authorization to accept a grant from Robert and Eleanor Franke Foundation for 2 head
94 start MRX monitor/defibrillator a 50/50 match

95 E. Authorization to renew Adoni Networks, Inc. for 2016 with same hours/cost per month (4
96 hrs. per week/\$1,200 per month)

97 F. Authorization to approve La Crosse County Fire Department Mutual Aid Agreement

98

99 **PERSONNEL COMMITTEE**

100

101 G. Approval to replace Police Officer position due to a police officer retirement

102 H. Approval of new Police Department Policy 25 – Open Records

103 I. Approval of changes and separation of Policy 6.03 Information Technology Systems

104 Usage Policy and Policy 6.03a Electronic Communication Policy and Policy 6.03b Email
105 System Policy

106 J. Approval of new Policy 6.11 Mobile Phone Usage Policy

107 K. Approval of new Policy 6.12 Social Media Policy

108 L. Approval of changes to job descriptions:

109 1. City Clerk

110 2. Deputy City Clerk

111 3. Office Clerical Support

112 M. Approval of stipend in the amount of \$250 per pay period effective 6-21-15 for

113 Marketing/Sales Coordinator for handling Interim Tourism Director duties for six months

114

115 **JUDICIARY COMMITTEE**

116

117 N. Approval of **Ordinance No. 1499-2015** – to amend Title 13 Chapter 6 of the City of
118 Onalaska Code of Ordinances related to Telecommunication Structures and Towers
119 (Third and Final Reading)

120 O. Approval of **Ordinance No. 1500-2015** – to amend Title 13 Chapter 5 of the City of
121 Onalaska Code of Ordinances related to Public and Semipublic Conditional Uses (First
122 and Second Reading)

123 P. Approval of **Ordinance No. 1504-2015** – to amend Chapter 4 of Title 2, Section 7 of the
124 Code of Ordinances of the City of Onalaska relating to the Tourism Commission (First
125 and Second Reading)

126

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127 **ADMINISTRATIVE COMMITTEE**

128

129 Q. Approval of Operator's Licenses as listed on report dated July 8, 2015

130 R. Approval of Liquor Licenses for 7/15/2015-6/30/2016:

131 1. Class A Beer Only License – Shopko #99, 9366 State Road 16

132 S. Approval of Appointment of Agent:

133 1. Steve Bluske, for Shopko #99, 9366 State Road 16, Onalaska

134 2. Jonathan Rolph, for Carlos O'Kelly's Mexican Café, 9396 State Road
135 16, Onalaska

136 T. Request for burial of ashes for:

137 1. John R. Thompson with full body burial of Sheila R. Thompson

138 (mother) in Block 148, Lot 8, Grave 3 in the City of Onalaska Cemetery

139 2. Infant daughter of Dickie C. Grubbs with full body burial of Mary

140 Grubbs in Block 142, Lot 2, Grave 4 in the City of Onalaska Cemetery

141 U. Approval of Special Event Permits:

142 1. Mini Donut Half Marathon on Saturday, September 19, 2015 starting at
143 Miracle Field parking lot at Onalaska YMCA, Mason Street at 7 a.m.

144 2. Fall Color Run on October 10, 2015 from 10-10:30 a.m. starting at
145 Rowe Park

146 V. Approval of Class "B" Picnic License for Clearwater Farm for Wine and Beer Tasting
147 Event on August 29, 2015 from 3 p.m.-8 p.m.

148 W. Approval of no change in pay for Board of Review members starting in 2016

149

150 **BOARD OF PUBLIC WORKS**

151

152 X. Approval of alterations to refuse and recycling pickup schedules

153 Y. Approval of bid for State Trunk Highway 16 left-turn lane extension to Chippewa

154 Concrete Services in the amount of \$181,733.18

155 Z. Approval of jurisdictional transfer of County Trunk Highway S, Redwood Street to

156 County Trunk Highway SN, from La Crosse County to the City of Onalaska

157 1. Memorandum of Understanding between County of La Crosse and the

158 City of Onalaska regarding transfer of roadway jurisdiction

159 AA. Approval of Well #9 Reconstruction and Filter Project Change Order #1 in the
160 amount of \$21,046.30

161 BB. Approval of Sanitary Sewer Compliance Maintenance

162 1. Annual Report

163 CC. Approval of recommendation to start process of vacating Kurt Place right of way
164 in Nathan Hills subdivision

165 DD. Approval of Stormwater Management Public Education and Outreach

166 Cooperative Agreement

167 EE. Approval of 2015 Stump Grinding Project Change Order #1 in the amount of \$10,029.00

168 FF. Approval of 2015 Spring Tree Planting Project Change Order #2 in the amount of

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5

- 169 \$2,472.50
170 GG. Approval of installing bicycle lanes on Main Street between 2nd Avenue and 3rd
171 Avenue with routing of bicycle traffic from Great River State Trail along Main Street to
172 3rd Avenue South
173 HH. Approval of Stop Sign Evaluation Committee recommendations at:
174 1. 8th Avenue North and Redwood Street, remove yield sign at Redwood
175 Street
176 II. Denial of stop signs at 16th Avenue South/Keller Court and Hickory Street
177

178 **PLAN COMMISSION**

- 179
180 JJ. Approval of an Ordinance to Amend the Unified Development Code, Section 13-5-14
181 regarding Telecommunication Structures and Towers
182 KK. Approval of a Conditional Use Permit application filed by Keith Heinze for
183 Luther High School, 1501 Wilson Street, Onalaska, WI 54650, who is requesting a
184 Conditional Use Permit to construct a storage building at 1501 Wilson Street (Tax Parcel
185 #18-1023-1) (FIO)
186

187 **UTILITIES COMMITTEE/MASS TRANSIT**

- 188
189 LL. Accept MTU Transit update and 2015 financials
190 MM. Approve renewal of the Onalaska/Holmen/West Salem vendor contract for 2016
191 (5 year)
192

193 **PARKS AND RECREATION BOARD**

- 194
195 NN. Approve Dasher Board bid to Becker Arena Products in the amount of \$130,025
196

197 **GREAT RIVER LANDING COMMITTEE**

- 198
199 OO. Approval of a change in meeting time for the Great River Landing Committee
200 from 4 p.m. to 5:15 p.m.
201

202 **TOURISM COMMISSION**

- 203
204 PP. Approval of donation to Wisconsin Mississippi River Parkway Commission Great River
205 Road Promotion Committee as allocated in 2015 Budget for \$1,000
206 QQ. Approval of purchase and installation of Bike Service Station not to exceed
207 \$1,500
208 RR. Approval of contract with Fairway Outdoor Advertising for current I-90
209 westbound outdoor billboard at milepost 62.6 (New Lisbon)
210

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211 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve the Consent Agenda.

212

213 On voice vote, motion carried.

214

215 **Non-Consent Agenda**

216

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

218

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

220

221 **Item 7 – FINANCE COMMITTEE**

222

223 A. Vouchers

224

225 Motion by Ald. Muth, second by Ald. Bialecki, to approve the vouchers expended since the last
226 Common Council meeting on June 10, 2015, in the amount of \$1,949,385.45.

227

228 On voice vote, motion carried.

229

230 **Item 8 – JUDICIARY COMMITTEE**

231

232 A. Approval of **Ordinance No. 1503-2015** to rezone adjacent property located in Section 9
233 Township 16, Range 7 in the City of Onalaska, La Crosse County, Wisconsin from
234 Single Family and/or Duplex Residential (R-2) to Public and Semipublic District (P-1)
235 (Luther High Rezoning) (First and Second Reading)

236

237 Motion by Ald. Blomquist, second by Ald. Bialecki, to suspend the rules and give Ordinance No.
238 1503-2015 its First, Second, Third and Final Reading.

239

240 On voice vote, motion carried.

241

242 Motion by Ald. Blomquist, second by Ald. Bertrand, to approve Ordinance No. 1503-2015 to
243 rezone adjacent property located in Section 9 Township 16, Range 7 in the City of Onalaska, La
244 Crosse County, Wisconsin from Single Family and/or Duplex Residential (R-2) to Public and
245 Semipublic District (P-1) (Luther High Rezoning) (First, Second, Third and Final Reading).

246

247 On voice vote, motion carried.

248

249 B. Approval of **Ordinance No. 1505-2015** to rezone adjacent property located in Section 1
250 Township 16, Range 7 in the City of Onalaska, La Crosse County, Wisconsin from
251 Single Family Residential (R-1) to Light Industrial (M-1) (Spors Rezoning) (First and
252 Second Reading)

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253
254 Motion by Ald. Blomquist, second by Ald. Bertrand, to suspend the rules and give Ordinance
255 No. 1505-2015 its First, Second, Third and Final Reading.

256
257 On voice vote, motion carried.

258
259 Motion by Ald. Blomquist, second by Ald. Olson, to approve Ordinance No. 1505-2015 to
260 rezone adjacent property located in Section 1 Township 16, Range 7 in the City of Onalaska, La
261 Crosse County, Wisconsin from Single Family Residential (R-1) to Light Industrial (M-1) (Spors
262 Rezoning) (First, Second, Third and Final Reading).

263
264 On voice vote, motion carried.

265
266 C. Approval of **Ordinance No. 1506-2015** to amend Chapter 5 of Title 13, Section 20 of the
267 Code of Ordinances of the City of Onalaska related to Special Conditional Uses (First
268 and Second Reading)

269
270 Motion by Ald. Blomquist, second by Ald. Bialecki, to suspend the rules and give Ordinance No.
271 1506-2015 its First, Second, Third and Final Reading.

272
273 On voice vote, motion carried.

274
275 Motion by Ald. Blomquist, second by Ald. Olson, to approve Ordinance No. 1506-2015 to
276 amend Chapter 5 of Title 13, Section 20 of the Code of Ordinances of the City of Onalaska
277 related to Special Conditional Uses (First, Second, Third and Final Reading).

278
279 On voice vote, motion carried.

280
281 **Item 9 – ADMINISTRATIVE COMMITTEE**

282
283 A. Approval of Liquor Licenses for 7/15/2015-6/30/2016:

284 1. Class B Liquor License – Seasons by the Lake, 910 2nd Avenue North
285

286 Cari said this item was placed on the Non-Consent Agenda because Seasons by the Lake needed
287 to provide the city with an opening date. Cari said Seasons by the Lake had informed her that it
288 will open on Friday, July 24.

289
290 2. Outdoor Venue Class B Liquor License – Seasons by the Lake, 910 2nd Avenue North

291
292 Motion by Ald. Bertrand, second by Ald. Binash, to approve Class B Liquor License and
293 Outdoor Venue Class B Liquor License for Seasons by the Lake, 910 2nd Avenue North.

294
Reviewed 7/15/15 by Cari Burmaster

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295 Ald. Muth inquired about Seasons by the Lake's Restaurant License.

296

297 Cari told Ald. Muth that while Seasons by the Lake has not renewed its Restaurant License, it
298 may serve liquor. Cari noted that the City of Onalaska does not control the Restaurant License,
299 and therefore Seasons by the Lake may not serve food without said license.

300

301 On voice vote, motion carried.

302

303 B. Approval of Special Event Permits:

304 1. St. Pat's 1-Mile Fun Run on Saturday, October 10, 2015 from approximately 8:00-
305 8:30 a.m. starting at St. Patrick's lower playground

306

307 Motion by Ald. Bertrand, second by Ald. Muth, to approve a Special Events Permit for St. Pat's
308 1-Mile Fun Run on Saturday, October 10, 2015 from approximately 8:00-8:30 a.m. starting at St.
309 Patrick's lower playground.

310

311 Cari noted that St. Patrick's had supplied the city with a Certificate of Insurance earlier Tuesday.

312

313 On voice vote, motion carried.

314

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

316

317 A. **Resolution 34-2015** – to approve jurisdictional transfer agreement with La Crosse
318 County regarding County Trunk Highway S

319

320 Motion by Ald. Bialecki, second by Ald. Muth, to approve Resolution 34-2015 – to approve
321 jurisdictional transfer agreement with La Crosse County regarding County Trunk Highway S.

322

323 On voice vote, motion carried.

324

325 B. Review and consideration of Sanitary Sewer System Compliance Maintenance

326 1. **Resolution 33-2015** – City of Onalaska, Wisconsin Department of Natural Resources
327 NR 208 – compliance resolution 2014 Onalaska, Wisconsin

328

329 Motion by Ald. Bialecki, second by Ald. Muth, to approve Resolution 33-2015 – City of
330 Onalaska, Wisconsin Department of Natural Resources NR 208 – compliance resolution 2014
331 Onalaska, Wisconsin.

332

333 On voice vote, motion carried.

334

335 C. Approval of **Resolution 36-2015** – a Preliminary Resolution to Vacate and Discontinue
336 Kurt Place

Reviewed 7/15/15 by Cari Burmaster

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337
338 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Resolution 36-2015 – a
339 Preliminary Resolution to Vacate and Discontinue Kurt Place.

340
341 On voice vote, motion carried.

342
343 **Item 11 – PLAN COMMISSION**

344
345 A. Approval of an Ordinance to Amend the Unified Development Code, Section 13-5, to
346 allow churches as a Conditional Use in the B-1 Zoning District

347
348 Ald. Bialecki noted that this item already has been approved under Judiciary Committee Item 8c.

349
350 B. Denial of a Planned Unit Development (PUD) application filed by CADC Investments,
351 LLC on behalf of Paul L. Nelson, 700 Angel Court, Holmen, WI 54636, for the purpose
352 of developing a multifamily development on the property located at 2137 Sand Lake
353 Road (Tax Parcel #18-4509-1)

354
355 Motion by Ald. Bialecki, second by Ald. Olson, to deny a Planned Unit Development (PUD)
356 application filed by CADC Investments, LLC on behalf of Paul L. Nelson, 700 Angel Court,
357 Holmen, WI 54636, for the purpose of developing a multifamily development on the property
358 located at 2137 Sand Lake Road.

359
360 On voice vote, motion carried.

361
362 **Item 12 – UTILITIES COMMITTEE/MASS TRANSIT**

363
364 A. **Resolution 35-2015** – for Shared Ride Program 2016

365
366 Motion by Ald. Olson, by Ald. Bialecki, to approve Resolution 35-2015 – for Shared Ride
367 Program 2016.

368
369 On voice vote, motion carried.

370
371 **Item 13 – CLOSED SESSION**

372
373 To consider a motion to convene in Closed Session under Section 19.85(1)(e) of the Wisconsin
374 Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the
375 investing of public funds or conducting other specified public business whenever competitive or
376 bargaining reasons require a closed session, and under Section 19.85(1)(g) of the Wisconsin
377 Statutes for the purpose of conferring with legal counsel for the governmental body who is
378 rendering oral or written advice concerning strategy to be adopted by the body with respect to
Reviewed 7/15/15 by Cari Burmaster

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10

379 litigation in which it is or is likely to become involved:

380

- 381 • Consideration and action on options regarding City Assessor Contract for 2016

382

383 And under Section 19.85(1)(g) of the Wisconsin Statutes for the purpose of conferring with legal
384 counsel for the governmental body who is rendering oral or written advice concerning strategy to
385 be adopted by the body with respect to litigation in which it is or is likely to become involved:

386

- 387 • Police car damage to other vehicle

388

- 388 • Cell phone damage

389

- 389 • Damage to bike lock

390

- 390 • Claims against the City regarding water damage at 852 4th Avenue North, Onalaska, WI

391

- 391 • Consideration and development of negotiating strategy regarding Town of Onalaska

392

- 392 Petition for Incorporation

393

- 393 • Claim arising from water damage at 1134 Aspen Valley Drive

394

395 And under Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or
396 negotiating the purchasing of public properties, the investing of public funds or conducting other
397 specified public business whenever competitive or bargaining reasons require a closed session:

398

- 399 • Discussion and Possible Negotiation of Tourism Collaboration

400

- 400 • Discussion and Possible Negotiation regarding fire contract with Town of Holland

401

402 If any action is required in Open Session, as the result of the Closed Session, the Committee will
403 reconvene in Open Session to take the necessary action and/or continue on with the printed
404 agenda.

405

406 Motion by Ald. Bialecki, second by Ald. Olson, to convene in Closed Session.

407

408 On roll call vote: Ald. Harvey Bertrand – aye, Ald. Barry Blomquist – aye, Ald. Jim Bialecki –
409 aye, Ald. Jim Olson – aye, Ald. Jim Binash – aye, Ald. Bob Muth – aye. In Closed Session at
410 7:24 p.m.

411

412

413 Recorded by:

414

415 Kirk Bey