

1 The Meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, October 13,  
2 2015. 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 **Dave Lennander, Pastor of Coulee Rock Community Church**  
20 **8534 North Garfield Road**  
21 **Holmen**

22  
23 “I just would like to offer a short prayer for the important work that you do here tonight:  
24 *‘Heavenly Father, I thank you for these men who have chosen to serve this city. I’m grateful for*  
25 *their work, which is at times difficult and thankless. But I ask that you would give them wisdom*  
26 *and discernment in their decision making tonight. God, help them to gather the information they*  
27 *need to make good decisions. And I pray and ask your blessing on the city and people in it. I*  
28 *ask this in Jesus’ name, Amen.’ ”*

29  
30 Mayor Chilsen called three times for anyone else wishing to provide public input and closed that  
31 portion of the meeting.

32  
33 **Item 4 – REPORT FROM THE MAYOR:**

34  
35 A. State of Wisconsin Budget – How It Affects Local Government – Rep. Steve Doyle

36  
37 Rep. Doyle, who represents the 94<sup>th</sup> District in the Wisconsin State Assembly, noted he had  
38 brought copies of the Wisconsin Blue Book for Mayor Chilsen, the Alderpersons, department  
39 heads and members of the public. Rep. Doyle also noted that he, 95<sup>th</sup> District Representative Jill  
40 Billings and Jennifer Shilling, who represents the 32<sup>nd</sup> District in the Wisconsin State Senate, had  
41 met Monday with the department heads and thanked Mayor Chilsen for being given the  
42 opportunity to do so. Rep. Doyle then shared the following news from the Wisconsin State  
Reviewed 10/15/15 by Cari Burmaster

43 Legislature:

44

- 45 • Shared revenue and levy limits remained unchanged in the State of Wisconsin Budget.  
46 Rep. Doyle said, “We are being told at the local level we have to do more with less.”  
47 • Rep. Doyle warned that “[the state is] a disaster waiting to happen” in regards to  
48 transportation. Rep. Doyle noted that while Wisconsin Governor Scott Walker’s task  
49 force had offered recommendations on how to respond to the state’s transportation crisis,  
50 nothing had come to fruition. Rep. Doyle said he believes it will be important for both  
51 Republicans and Democrats to work together and “make some really tough decisions.”  
52 Rep. Doyle noted that there are road projects in southwest Wisconsin that will need to be  
53 delayed by one to two years and stressed the need to address transportation questions as  
54 soon as possible. Rep. Doyle referred to a 2010 or 2011 La Crosse County transportation  
55 study that showed the county had \$34 to \$35 million of unmet highway needs. The study  
56 has been updated to show that La Crosse County now has \$90 million of unmet highway  
57 needs.  
58 • The recycling grant program was removed from the budget, but \$4 million was restored  
59 for the second year.  
60 • There is a provision in the budget that prohibits municipalities from enforcing code  
61 compliance and other ordinance requirements at the time real estate is sold.  
62 • The State Assembly will be discussing the John Doe proceedings bill, campaign finance,  
63 the reorganization of the Government Accountability Board and electronic voter  
64 registration when it reconvenes next week.

65

66 B. Library Statistics for September

67

68 Mayor Chilsen recognized an Aquinas High School Government class in attendance and reported  
69 the following library statistics:

70

- 71 • Twelve groups (325 patrons) utilized the meeting room. This generated \$150 in revenue.  
72 • A total of 9,740 individuals visited the library.

73

74 C. **Resolution 43-2015** – Resolution in Support of Law Enforcement

75

76 Mayor Chilsen read Resolution 43-2015.

77

78 Motion by Ald. Bialecki, second by Ald. Olson, to approve Resolution 43-2015 – Resolution in  
79 Support of Law Enforcement.

80

81 On voice vote, motion carried.

82

83 Mayor Chilsen commended Ald. Muth, a retired City of Onalaska police officer, for bringing this

84 to his attention.

85

86 D. Introduction of 2016 Executive Budget

87

88 Mayor Chilsen reported that in 2015 the City of Onalaska has added more than \$16 million in  
89 residential and more than \$25 million in commercial investment. Mayor Chilsen noted that the  
90 Consumer Price Index came in at a level of .36 percent. When this is added to the 60 percent of  
91 net new construction, the city's expenditure limit is 1.35 percent for 2016. Mayor Chilsen noted  
92 that "the cost to the city of doing business has increased at a much higher percentage" and said  
93 this has caused the city to fall behind in general fund accounts. Mayor Chilsen said the city has  
94 accounted for this decrease "as appropriately as possible" and stated he believes the 2016  
95 Executive Budget demonstrates to the taxpayers "that the City of Onalaska shows consistently  
96 strong financial operations while continually keeping pace with the solid growth trends and  
97 economic health the city depends on for a bright, affordable future."

98

99 Mayor Chilsen submitted the 2016 Executive Budget to the Common Council.

100

101 E. Set Budget Hearing for Monday, November 9, 2015 at 7 p.m.

102

103 Ald. Bialecki asked that the Budget Hearing start at 6 p.m.

104

105 Motion by Ald. Bialecki, second by Ald. Olson, to set the Budget Hearing for Monday,  
106 November 9, 2015, at 6 p.m.

107

108 On voice vote, motion carried.

109

110 F. State date/time for Finance and Personnel II meeting in the month of October

111

112 Motion by Ald. Bialecki, second by Ald. Olson, to hold the Finance and Personnel II meeting at  
113 6 p.m. on Wednesday, October 21.

114

115 On voice vote, motion carried.

116

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

119

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

124

125

126 **Item 5 – Consent Agenda**

- 127  
128 A. Approval of minutes from the previous meeting(s)  
129

130 **FINANCE COMMITTEE**

- 131  
132 B. Accept Omni Center financials for 2015  
133 C. Accept City Financials for 2015  
134 1. General Fund  
135 2. Water-Sewer-Storm Sewer  
136 D. Approval of a contract for professional consultant services for construction plans, final  
137 bid documents and other services for Phase I of the Great River Landing Project in an  
138 amount not to exceed \$158,900 and funding sources (See Board of Public Works – non-  
139 consent)  
140 E. Approval of the usage of capital improvement funds in the Cemetery to hire Paragon  
141 Associates to design cemetery fence and retaining wall along 13<sup>th</sup> Avenue South portion  
142 of Cemetery not to exceed \$3,000  
143 F. Approval to purchase Property Insurance effective 01/01/16 from Municipal Property  
144 Insurance Company (MPIC)  
145 G. Approval to use the Wisconsin Department of Revenue State Collection Debt Services  
146 effective immediately for any unpaid outstanding payments due to the City of Onalaska  
147 H. Approval of City Hall repairs and funding sources (using 1998 Capital Improvement  
148 Project Funds) regarding Heating Ventilation Air Conditioning and water heater and  
149 authorization to approve vendors  
150

151 **PERSONNEL COMMITTEE**

- 152  
153 I. Approval of changes to job descriptions:  
154 1. Unified Development Code (UDC)/Building Inspector  
155 2. Commercial Building Inspector  
156 3. Plumbing/Heating Inspector  
157 4. Electrical Inspector  
158 J. Approval of authorization to replace, post, and advertise for UDC/Building Inspector  
159 K. Approval of a contract with Jim Webb for as-needed UDC Building Inspection Services  
160 through February 2016  
161 L. Approval of termination to the Municipal Services Agreement between the Town of  
162 Campbell and the City of Onalaska Providing City Building Inspection Services to the  
163 Town effective 12/31/15  
164 M. Approval of letter of understanding with Onalaska Professional Police Association  
165

166 **JUDICIARY COMMITTEE**

167

- 168 N. Approval of **Ordinance No. 1509-2015** – to amend Chapter 1 of Title 7 of the Code of  
169 Ordinances of the City of Onalaska relating to Licensing of Dogs and Cats Regulation of  
170 Animals (Third and Final Reading)  
171 O. Approval of **Ordinance No. 1510-2015** – to amend Section 8-4-3(c) of the Code of  
172 Ordinances of the City of Onalaska relating to Grave Opening Fees (First and Second  
173 Reading)  
174 P. Approval of **Ordinance No. 1511-2015** – to amend Chapter 1 of Title 9, Section 50 of  
175 the Code of Ordinances of the City of Onalaska relating to Private Wells (First and  
176 Second Reading)  
177 Q. Approval of **Ordinance No. 1512-2015** – to amend Chapter 4 of Title 6, Section 50 of  
178 the Code of Ordinances of the City of Onalaska relating to Trees and Shrubs (First and  
179 Second Reading)

180  
181 **ADMINISTRATIVE COMMITTEE**

- 182  
183 R. Approval of Operator’s Licenses as listed on report dated October 7, 2015  
184 S. Approval of Liquor Licensing:  
185 a. Approval of Class “B” Beer License for Apefish & Company LLC, 214 Main  
186 Street, Onalaska, WI  
187 T. Approval of Request for burial of ashes:  
188 a. Request from Pamela K. Wagner to allow her ashes in Block 164, Lot 5, Grave 2  
189 with current ashes of son and husband  
190 b. Request from Philip and Joyce Sanders to allow one full burial and one cremains  
191 in Block 153, Lot 3, Grave 3  
192 c. Request from Robert C. Riniker to allow burial of four sets of cremains for  
193 himself, Janet (wife), John (son) and Robert S. (son) in Block 150, Lot 6, Grave 2  
194 d. Request from Barbara Jaekel to allow the burial of cremains for Ronald  
195 Ammerman with his parents Robert and Shirley Ammerman in Block 157, Lot 8,  
196 Grave 2  
197 U. Approval of Change of Agent for:  
198 a. Kwik Trip #767, 229 Oak Forest Drive, Onalaska to Karla M. Soland  
199

200 **BOARD OF PUBLIC WORKS**

- 201  
202 V. Approval of snowmobile trail within the city for 2015-2016 winter season including  
203 crossing State Trunk Highway 35 at Oak Forest Drive  
204 W. Approval of change order #2 & #3 for Omni Center Arena 1 Building Renovation project  
205 in the amount of \$652.47 and \$3,781.49  
206 X. Approval of instillation of reduced voltage solid state starter (soft starter) drive at Well #8  
207 including professional engineering services at a cost not to exceed \$20,000  
208  
209

210 **PLAN COMMISSION**

- 211
- 212 Y. Conditional Use Permit (CUP) filed by Kelly Schmitz, Wienmann Properties, LLC, 2310  
213 Mill Street, New London, WI 54961 on behalf of US Cellular and JLP Associates II of  
214 Eden Prairie, c/o Dewey Johnson, 6500 City West Parkway, Eden Prairie, MN 55344-  
215 7701, approved to allow the replacement of 3 antenna, the addition of 3 remote radio  
216 units and other equipment, a Class 2 Collocation, on the existing cell tower at 9348 State  
217 Road 16, Onalaska, WI 54650 (Tax Parcel #18-3530-10) (FIO)
- 218 Z. Conditional Use Permit (CUP) filed by Todd Wiedenhaft, Lost Island Wine, LLC, 570  
219 Theater Rd., Suite 100, Onalaska, WI 54650, approved to allow the manufacturing and  
220 bottling of alcoholic beverages (beer and wine) at 570 Theater Rd., Suite 100, Onalaska,  
221 WI 54650 (Tax Parcel #18-4017-5) (FIO)
- 222 AA. Approval of an annexation application for Tax Parcel #9-110-0 (1.17 acres) at  
223 W5955 County Road OS, applicant Spencer Hegenbarth, W5955 County Road OS,  
224 Onalaska, WI 54650
- 225 BB. Approval of a substantial modification to the Greens Coulee Community Park  
226 Planned Unit Development (PUD) for Zone 2 adjacent to Clearwater Farms, submitted by  
227 Shari Collas, on behalf of Clearwater Farm Foundation, Inc., 760 Green Coulee Road,  
228 Onalaska, WI (Tax Parcel #18-675-125)
- 229

230 **UTILITIES COMMITTEE/MASS TRANSIT**

- 231
- 232 CC. Accept MTU Transit Report for 2015
- 233 DD. Accept Shared Ride Transit 2015 financials
- 234

235 **PARKS AND RECREATION BOARD**

- 236
- 237 EE. Approval of Natural Land Protection Agreement with Mississippi Valley Conservancy
- 238 FF. Approval of Rental Fee for Waterfront house at \$55 per day
- 239

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

241

242 On voice vote, motion carried.

243

244 **Non-Consent Agenda**

245

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

247

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

249

250 **Item 7 – FINANCE COMMITTEE**

251

252 A. Vouchers

253

254 Motion by Ald. Muth, second by Ald. Bertrand, to approve the vouchers expended since the last  
255 Common Council meeting on September 8, 2015, in the amount of \$5,225,091.24.

256

257 Ald. Muth noted that a check in the sum of \$130,625 to Olympic Builders General Contractors  
258 has been included in Accounts Payable Packet No. 1277.

259

260 Jarrod asked Fred if the payment was supposed to be to Minnesota Ice in the amount of  
261 \$318,000. Jarrod noted that Olympic Builders had been included in the Board of Public Works  
262 October 6 pay estimates.

263

264 Fred told Jarrod he is correct.

265

266 Jarrod said the payment should have been to Minnesota Ice in the amount of \$318,000 for the  
267 Omni Center chiller project.

268

269 Fred asked Jarrod if he recalls the exact amount.

270

271 Jarrod said he did not bring this information with him.

272

273 Motion by Ald. Muth, second by Ald. Olson, to correct the amount of the check to Minnesota Ice  
274 in Accounts Payable Packet No. 1277 to \$318,000.

275

276 On voice vote, motion carried.

277

278 B. Termination of Local Government Property Insurance Fund effective 12/31/15

279

280 1. **Resolution 42-2015** – Resolution to Withdraw from the Local Government Property  
281 Insurance Fund

282

283 Motion by Ald. Muth, second by Ald. Bialecki, to approve Resolution 42-2015 – Resolution to  
284 Withdraw from the Local Government Property Insurance Fund.

285

286 Fred said that rather than paying an 85-percent increase in premiums, the city has chosen to  
287 remove itself from the Local Government Property Insurance Fund and join a new organization  
288 in which the cities and villages participate.

289

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

293

294 **Item 8 – PERSONNEL COMMITTEE**

Reviewed 10/15/15 by Cari Burmaster

295 A. Review and consideration of Finance and Personnel Sub-Committee recommendation to  
296 change to a full-time City Administrator, part-time Mayor and Common Council form of  
297 government  
298

299 Ald. Bialecki asked if it would be possible to hold this item until after Closed Session. Ald.  
300 Bialecki noted that the Finance and Personnel Committee had met on October 7 and said he  
301 hoped the full body would be in attendance so portions of this topic could be discussed.  
302 However, the full body was not present, and Ald. Bialecki said he believes the Council needs to  
303 discuss this topic as it might influence votes.  
304

305 Sean said this would be possible.  
306

307 **Item 9 – BOARD OF PUBLIC WORKS**  
308

309 A. Review and consideration of Great River Landing Phase I  
310 1. Funding sources for Phase I of project  
311

312 Ald. Bialecki said this is going through the 2016 Capital Improvements Budget process and  
313 noted the public hearing will be held at the Board of Public Works' December 1 meeting.  
314

315 2. Professional engineering services for completion of final design services for Phase I  
316 of the Great River Landing Project in an amount not to exceed \$158,900 including  
317 funding sources  
318

319 Jarrod noted that Council members' packets include an updated design cost from Short Elliott  
320 Hendrickson of \$147,400. SEH would perform the final design of Phase I of the Great River  
321 Landing Project. Jarrod noted that both the splash pad and the amphitheater had been removed  
322 from the design and construction at the October 6 Board of Public Works meeting.  
323

324 Motion by Ald. Bialecki, second by Ald. Muth, to approve professional engineering services for  
325 completion of final design services for Phase I of the Great River Landing Project in an amount  
326 not to exceed \$147,400.  
327

328 Ald. Binash asked if any possible additions to the trailhead will affect how the proposal will be  
329 made.  
330

331 Jarrod noted the engineering services are for a trailhead building that would include restrooms  
332 and a small vending area in the front. Jarrod said the city would need to revise its contract with  
333 SEH if the building changes and noted the site layout and construction timeline would be  
334 affected. Jarrod expressed doubt that the project could be bid out in April 2016 if the building  
335 design is altered.  
336

337 On voice vote, motion carried.

Reviewed 10/15/15 by Cari Burmaster

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**Item 10 – UTILITIES COMMITTEE/MASS TRANSIT**

- A. West Salem’s involvement in the Shared Ride Program:
  - 1. Accept non-participation in 2016 program per letter dated 9-16-2015
  - 2. Accept participation with options for 2016
    - a. Memorandum of Understanding to existing contract 1-19-2006
    - b. Cost for Legal Ad regarding Request for Proposals for \$40
    - c. Cost for Finance Department Reimbursement of \$1,308.86

Fred suggested discussing No. 2-a under Item 10-A first.

Motion by Ald. Olson, second by Ald. Bialecki, to accept the Village of West Salem’s participation in the Shared Ride Program with options for 2016: a, Memorandum of Understanding to existing contract 1-19-2006; b, Cost for Legal Ad regarding Request for Proposals for \$40; c, Cost for Finance Department Reimbursement of \$1,308.86.

Sean noted that the Village of West Salem had sent a letter in late August stating it was opting out of being part of the Shared Ride Program. As a result, the Finance Department needed to do a Request for Proposal and put together financials to move in a different position. Sean noted that citizens in the Village of West Salem expressed their opposition to the village withdrawing from the Shared Ride Program, and as a result the Village of West Salem has reconsidered and agreed to pay the costs the City of Onalaska has incurred. Sean said the Village of West Salem also has agreed in concept to extend the MOU through December 31, 2016 and noted that anyone wishing to opt out of the Shared Ride Program must inform the City of Onalaska by August 1.

On voice vote, motion carried.

Mayor Chilsen noted that Item A-1 is no longer germane.

Ald. Bialecki asked how the options that were just discussed will be solidified.

Sean noted that an amendment to the MOU was added and said the paragraph regarding the renewal has been changed.

- B. Shared Ride Transit:
  - 1. Request for Proposal Timeline
  - 2. Evaluation Committee

Fred said Item 10-B will dissolve because he will postpone and cancel the RFP now that the Village of West Salem has been accepted back into the Shared Ride Program.

Reviewed 10/15/15 by Cari Burmaster

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**Item 11 – LIBRARY COMMISSION**

A. Library Services Agreement between La Crosse County and the City of Onalaska

Motion by Ald. Olson, second by Ald. Bialecki, to approve Library Services Agreement between La Crosse County and the City of Onalaska.

On voice vote, motion carried.

**Item 12 – CLOSED SESSION**

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

- Town of Onalaska Petition for Incorporation
- Claim arising from water damage at 1134 Aspen Valley Drive

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

- IAFF, International Association of Firefighters, Local 4169

And under Section 19.85(1)(f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations:

- Discussion of an extension of unpaid leave per 7.01 Leave of Absence Policy

And under Section 19.85(1)(c) for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

- Discussion of City Administrator and Department Reorganizations

421 And under Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or  
422 negotiating the purchasing of public properties, the investing of public funds or conducting other  
423 specified public business whenever competitive or bargaining reasons require a closed session  
424 and under Section 19.85(1)(g) of the Wisconsin Statutes for the purpose of conferring with legal  
425 counsel for the governmental body who is rendering oral or written advice concerning strategy to  
426 be adopted by the body with respect to litigation in which it is or is likely to become involved:  
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- 428 • Negotiation of an Intergovernmental Tourism Agreement

429

430 If any action is required in Open Session, as the result of the Closed Session, the Committee will  
431 reconvene in Open Session to take the necessary action and/or continue on with the printed  
432 agenda.  
433

434 Motion by Ald. Olson, second by Ald. Bialecki, to convene in Closed Session.  
435

436 On roll call vote: Ald. Jim Binash – aye, Ald. Jim Bialecki – aye, Ald. Barry Blomquist – aye,  
437 Ald. Jim Olson – aye, Ald. Harvey Bertrand – aye, Ald. Bob Muth – aye. In Closed Session.  
438

439

440 Recorded by:

441

442 Kirk Bey