

1 The Meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, November 8,
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. Jim Olson, Ald. Harvey Bertrand, Ald. Bob Muth. Ald. Barry Blomquist
6 participated via telephone.

7
8 Also Present: Human Resources Director Hope Burchell, Interim Land Use and Development
9 Director Katie Aspenson, City Attorney Sean O’Flaherty, Financial Services Director/Treasurer
10 Fred Buehler, Jarrod Holter City Engineer/Director of Public Works

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 **Park Hunter, Pastor of Onalaska United Methodist Church**
21 **212 4th Avenue North**
22 **Onalaska**

23
24 “For those who would like to pray, I’m going to offer a brief prayer this evening: *‘Lord, we give*
25 *you thanks that we are blessed to live in a country where we can gather, where we can have open*
26 *input, and where our leaders can make decisions for the good of our community. On this*
27 *evening where we are considering the results of a national election – and one that has been*
28 *particularly divisive – I am so grateful for this city, where we see how politics is supposed to*
29 *work [and] where people work together and even when they disagree they find ways to move*
30 *forward. Lord, we ask that you be here with us this evening as we make decisions for the good of*
31 *our city and of our neighbors. Lord, we ask that you be with our nation as we move forward.*
32 *Help us to remember that those who might find themselves on different sides politically are still*
33 *neighbors and fellow citizens. We must learn to live together and work together. Lord, we ask*
34 *that everything we do might be consistent with your will, and we pray these things in your name,*
35 *Amen.’ ”*

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

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

41
42 A. Library Statistics for October
Reviewed 11/9/16 by Hope Burchell

43
44 Mayor Chilsen said he had not been provided with a copy of the October statistics.

45
46 B. Appointment of Joe Bucheger to the Community Development Authority (CDA) of the
47 City of Onalaska

48
49 Motion by Ald. Bialecki, second by Ald. Olson, to approve the appointment of Joe Bucheger to
50 the Community Development Authority (CDA) of the City of Onalaska.

51
52 On voice vote, motion carried.

53
54 C. Appointment of Steven Nott to Parks and Recreation Board

55
56 Motion by Ald. Bialecki, second by Ald. Muth, to approve the appointment of Steven Nott to the
57 Parks and Recreation Board.

58
59 On voice vote, motion carried.

60
61 **RECOMMENDATIONS FOR APPROVAL AND/OR POSSIBLE ACTION FROM THE**
62 **FOLLOWING COMMITTEES/COMMISSIONS/BOARDS:**

63
64 All items listed under the consent agenda are considered routine and will be enacted by one
65 motion. There will be no separate discussion of these items unless a council member requests
66 removal, in which event the item will be removed from the consent agenda and considered in the
67 order of business in the non-consent agenda.

68
69 **Item 5 – Consent Agenda**

70
71 A. Approval of minutes from the previous meeting(s)

72
73 **FINANCE COMMITTEE**

- 74
75 B. Accept Omni Center Financials for 2016
76 C. Accept City General Fund Financials for 2016
77 D. Approval of purchasing and funding software in 2016 for the Fire Department

78
79 **PERSONNEL COMMITTEE**

- 80
81 E. Approval of MSDS Online contract renewal for 1/31/17 through 1/31/2020
82 F. Approval of new position job description
83 1. HR/IT Assistant
84 2. Administrative Secretary – Police Department

Reviewed 11/9/16 by Hope Burchell

85
86
87
88
89
90
91
92
93
94
95
96
97
98
99

JUDICIARY COMMITTEE

- G. Approval of **Ordinance No. 1569-2016** to amend Chapter 2 of Title 6 Section 2 of the City of Onalaska Code of Ordinances relating to construction and repair of sidewalks (Third and Final Reading)
- H. Approval of **Ordinance No. 1572-2016** to amend Section 3 of Chapter 2 of Title 15 of the City of Onalaska Code of Ordinances relating to applicability and jurisdiction of construction sites and excavation erosion control (Third and Final Reading)
- I. Approval of **Ordinance No. 1575-2016** to amend Article D of Chapter 1 of Title 15 of the Code of Ordinances of the City of Onalaska relating to the Electrical Code (First and Second Reading)

ADMINISTRATIVE COMMITTEE

- J. Approval of Operator’s Licenses as listed on report dated November 2, 2016
- K. Approval of Class B Liquor License for Central Florida Restaurants, Inc. d/b/a TGI Fridays, 9430 State Road 16, Onalaska, WI
- L. Approval of Change of Agent for Central Florida Restaurants, Inc. d/b/a TGI Fridays, 9430 State Road 16, Onalaska, WI to John L. Hartnell Jr.
- M. Denial of request from Margaret Collins regarding cemetery graves One (1) and Two (2) in Lot Three (3) in Block Seventy-Three (73)
- N. Approval of Special Events Permit for American Cancer Society Sole Burner Walk/Run on April 23, 2017 from approximately 6 a.m.-2 p.m. starting at 2700 Midwest Drive, Onalaska

BOARD OF PUBLIC WORKS

- O. Approval of snowmobile trail within the City of Onalaska for the 2016-2017 winter season, including crossing State Trunk Highway 35 at Oak Forest Drive
- P. Authorization of 2017 Capital Improvements Budget and establish public hearing date on December 6, 2016 at 6:30 p.m. Board of Public Works meeting
- Q. Approval of bid received for the combination sanitary sewer cleaning truck from Bruce Equipment in the amount of \$333,748.00
- R. Approval of Change Order #1 for the 2016 Main Street Concrete Project in the amount of \$23,050.00

PLAN COMMISSION

- S. Approval of a Conditional Use Permit filed by Martha Groth of Grandma’s Arms, 1828 Main Street East, Onalaska, WI 54650 to allow the operation of a child care center at 1828 Main Street East, Onalaska, WI 54650 (Tax Parcel #18-4112-0) (FIO)

- 127 T. Approval of a Preliminary Plat submitted by Chris Meyer of Dream Builders of
128 Wisconsin, LLC, 1589 Medary Lane, Onalaska, WI 54650 and Coronado Villas LLC,
129 123 7th Street South, La Crosse, WI 54601 for Coronado Circle Development, a 24-parcel
130 lot land division (3.07 acres) along Coronado Circle (private drive) within Nathan Hills
131 Estates located at 462-480 Coronado Circle, 442-452 Coronado Circle, 422-432
132 Coronado Circle, 402-412 Coronado Circle, 465-467 Coronado Circle & 475-477
133 Coronado Circle, Onalaska, WI 54650 (Tax Parcels #18-5955-3, 18-5955-8, 18-5955-7,
134 18-5955-6, 18-5955-10 & 18-5955-11)
135

136 **UTILITIES COMMITTEE/MASS TRANSIT**
137

- 138 U. Approval of Shared Ride Transit 2016 Financials
139

140 **PARKS AND RECREATION BOARD**
141

- 142 V. Approve revisions to the Park and Recreation Scholarship Program
143 W. Authorization to work with Onalaska Lions Club to replace steps at the Sunfish wayside
144 leading down to the Great River Bike Trail
145

146 **HISTORIC PRESERVATION COMMISSION**
147

- 148 X. Approval to contact property owners listed in the Survey of Historic Properties Project to
149 gauge interest in becoming locally designated historic structures
150

151 Hope said Item N must be pulled from the Consent Agenda as it was deferred to the December 7
152 Administrative and Judiciary Committee meeting.
153

154 Motion by Ald. Bialecki, second by Ald. Binash, to approve the Consent Agenda, sans Item N.
155

156 On voice vote, motion carried.
157

158 **Non-Consent Agenda**
159

160 **Item 6 – RECAP ITEMS PULLED FROM THE CONSENT AGENDA**
161

162 Mayor Chilsen noted that Item N will be moved to the December 7 Administrative and Judiciary
163 Committee meeting.
164

165 Sean said Item N must be placed back on the agenda in Open Session and referred to the
166 December 7 Administrative and Judiciary Committee meeting.
167

168 Mayor Chilsen said Item N will become Item 9c.

Reviewed 11/9/16 by Hope Burchell

169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199
200
201
202
203
204
205
206
207
208
209
210

Item 7 – FINANCE COMMITTEE

A. Vouchers

Motion by Ald. Bialecki, second by Ald. Bertrand, to approve the vouchers expended since the last Common Council meeting on October 11, 2016, in the amount of \$2,515,750.41.

On voice vote, motion carried.

Item 8 – PERSONNEL COMMITTEE

A. Approval of authorization to replace a police officer position due to vacancy

Motion by Ald. Bialecki, second by Ald. Bertrand, to approve authorization to replace a police officer position due to vacancy.

On voice vote, motion carried.

Item 9 – INTERIM LAND USE & DEVELOPMENT DIRECTOR

A. **Resolution 37-2016** – Preliminary Resolution to Vacate and Discontinue a Portion of Kinney Coulee Road North

Katie said she has received a request from an adjoining property owner to vacate a portion of the cul-de-sac along Kinney Coulee Road North. Katie said this will not close the road and noted it will create additional taxable land that will be utilized for future development. Katie said a public hearing will be held at a later Common Council meeting, and it will begin moving through the Plan Commission in December.

Motion by Ald. Bialecki, second by Ald. Olson, to approve Resolution 37-2016 – Preliminary Resolution to Vacate and Discontinue a Portion of Kinney Coulee Road North.

On voice vote, motion carried.

B. Approval to move the Plan Commission Sub-Committee meeting from the 3rd Tuesday of the month to the 2nd Tuesday of the month at 4:30 p.m.

Katie said the purpose of this is to allow additional time for developers and city staff to review packets, and also to send information to Plan Commission members so they have more time to digest the information. Plan Commission Sub-Committee meetings would be held the same days as Common Council meetings, and would begin at 4:30 p.m. Plan Commission meetings still
Reviewed 11/9/16 by Hope Burchell

211 would be held the fourth Tuesday of the month.
212

213 Motion by Ald. Muth, second by Ald. Bertrand, to approve moving the Plan Commission Sub-
214 Committee meeting from the 3rd Tuesday of the month to the 2nd Tuesday of the month at 4:30
215 p.m.
216

217 Ald. Bialecki noted there are occasions when Plan Commission Sub-Committee meetings are
218 lengthy and could possibly conflict with the start time of Common Council meetings. Ald.
219 Bialecki also said that while he understands there is a significant amount of data involved, he
220 asked if this is an appropriate move.
221

222 Ald. Muth noted he had discussed this with fellow Plan Commission Sub-Committee members
223 and said Plan Commission members do not receive the minutes from the Plan Commission Sub-
224 Committee meeting until Friday. Ald. Muth said Plan Commission members “basically have one
225 day to read all the minutes from the Sub-Committee [meeting], do their own research and
226 prepare.” Ald. Muth said he does not believe this is sufficient time for the full Plan Commission
227 to examine everything and stated, “If we do it this new way they have a lot more time to go over
228 what the Sub-Committee did and prepare for the full Plan [Commission meeting].”
229

230 Ald. Bialecki asked that Plan Commission Sub-Committee meetings either be moved up 30 or 60
231 minutes if there is a lengthy agenda so Common Council meetings may begin at 7 p.m.
232

233 Ald. Binash asked that this change be updated on the city’s calendar.
234

235 Katie said the change will be placed on the city’s online calendar, and it also will be
236 appropriately noticed everywhere else. Katie noted she has spoken with the City Clerk’s
237 Department about the potential change.
238

239 Mayor Chilsen noted that a publication is sent out yearly and said Plan Commission Sub-
240 Committee meeting dates will be incorrect in that publication.
241

242 Katie said the 2017 schedule has not yet been approved, noting the plan is to approve it in
243 December.
244

245 On voice vote, motion carried.
246

247 **The following item was pulled from the Consent Agenda, to be addressed at this time in the**
248 **Non-Consent Agenda.**
249

250 C. Administrative Committee: Approval of Special Events Permit for American Cancer
251 Society Sole Burner Walk/Run on April 23, 2017 from approximately 6 a.m.-2 p.m.
252 starting at 2700 Midwest Drive.

Reviewed 11/9/16 by Hope Burchell

253
254 Motion by Ald. Bialecki, second by Ald. Bertrand, to refer to the December 7 Administrative
255 and Judiciary Committee meeting approval of Special Events Permit for American Cancer
256 Society Sole Burner Walk/Run on April 23, 2017 from approximately 6 a.m.-2 p.m. starting at
257 2700 Midwest Drive.

258
259 On voice vote, motion carried.

260
261 **Item 10 – CLOSED SESSION**

262
263 To consider a motion to convene in Closed Session under Section 19.85(1)(g) of the Wisconsin
264 Statutes for the purpose of conferring with legal counsel for the governmental body who is
265 rendering oral or written advice concerning strategy to be adopted by the body with respect to
266 litigation in which it is or is likely to become involved:

- 267
268
 - Claim regarding overhead wires at 437 Pearl Street, Onalaska, WI

269
270 To consider a motion to convene in Closed Session under Section 19.85(1)(e) of the Wisconsin
271 Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the
272 investing of public funds or conducting other specified public business, whenever competitive or
273 bargaining reasons require a closed session:

- 274
275
 - Tornado Youth Hockey
 - Sanitary Sewer Agreement

276
277
278 If any action is required in Open Session, as the result of the Closed Session, the Common
279 Council will reconvene in Open Session to take the necessary action and/or continue on with the
280 printed agenda.

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

283
284 On roll call vote: Ald. Jim Bialecki – aye, Ald. Barry Blomquist – aye, Ald. Jim Olson – aye,
285 Ald. Jim Binash – aye, Ald. Bob Muth – aye, Ald. Harvey Bertrand – aye. In Closed Session at
286 7:16 p.m.

287
288
289 Recorded by:
290 Kirk Bey
291