

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Common Council
DATE OF MEETING: August 9, 2016 (Tuesday)
PLACE OF MEETING: City Hall – 415 Main St. (Common Council Chambers)
TIME OF MEETING: 7:00 P.M.

PURPOSE OF MEETING

1. Call to Order and roll call.
2. Pledge of Allegiance.
3. **PUBLIC INPUT: (limited to 3 minutes/individual)**
4. **REPORT FROM THE MAYOR:**
 - A. Swearing in of new City of Onalaska Police Officer Nicholas E. Graham
 - B. Recognition of City Clerk Cari Burmaster's appointment to serve on the Legislative Council Study Committee on Publication of Government Documents and Legal Notices
 - C. Recognition of Noah Hougom and Braxton Clermont for Community Service
 - D. Request for support of La Crosse Center Expansion Project from Steve O'Malley

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

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

5. **Consent Agenda**
 - A. Approval of minutes from the previous meeting(s)

FINANCE COMMITTEE

- B. Accept Omni Center Financials for 2016
- C. Accept City General Fund Financials for 2016
- D. Accept Gundersen Health Systems Parking Ramp financials for 2nd quarter 2016
- E. Approval to apply the trade-in value of the city's old air packs to be applied to the purchase of a new thermal imaging camera at no additional cost.

PERSONNEL COMMITTEE

- F. Approval of out of state travel for Chief Don Dominick to attend Executive Fire Officer (EFO) Symposium in Emmitsburg, Maryland from September 8, through September 10, 2016.

JUDICIARY COMMITTEE

- G. No Report.

NOTICES MAILED TO:

*Mayor Joe Chilsen

*Ald. Jim Binash

*Ald. Jim Olson

*Ald. Jim Bialecki

*Ald Barry Blomquist

*Ald. Bob Muth

*Ald. Harvey Bertrand

City Attorney Dept Heads

La Crosse Tribune

Onalaska Holmen Courier Life

WKTY WLXR WLAX

WKBT WXOW

*Committee Members

Duane Schulze

David & Ann Turk

Vernon Tucker

Holmen Youth Baseball-Andy Palmer

La Crosse County Library

St. Pat's –Bruce Martin

Robert Hughes

Date Mailed & Posted: 8-5-16

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

ADMINISTRATIVE COMMITTEE

- H. Approval of Operator's Licenses as listed on report dated August 3, 2016.
- I. Denial of request from citizen Robert Hughes to change in whole or in part the following portions of the City of Onalaska Code of Ordinances: Sec. 15-1-72 State of Wisconsin Electrical Licenses, Certifications and Definitions, Sec. 15-1-35 Plumbers to be Licensed, Sec. 15-1-60 Gas Licenses.
- J. Approval of Special Events Permit for St. Pat's 1 Mile Fun Run on October 15, 2016 at 8am starting at 11th Avenue North, Onalaska between Onalaska Post Office and St. Patrick's School provided certificate of insurance is provided.
- K. Approval of Change of Agent for Kwik Trip #377, 1802 East Main Street, Onalaska, WI to Edmund J. Szewczyk.
- L. Approval for burial of cremains for Vernon D. Tucker with the full body burial of his late wife, Gloria J. Tucker in Block 124, Lot 4, Grave 2 in the City of Onalaska Cemetery
- M. Approval of Class "B" Picnic License for:
 - 1. Holmen Youth Baseball Parent Association on 8/19/16 – 8/20/16 for Kornfest softball tournament at the Omni Center grounds, 255 Riders Club Road, Onalaska provided certificate of insurance is provided.
 - 2. La Crosse County Library for Leave A Legacy Event on 9/11/16 at the Onalaska Public Library, 741 Oak Avenue South, Onalaska.

BOARD OF PUBLIC WORKS

- N. Approval of Change Order #6 for the Well #9 Reconstruction Project in the amount of \$1,262.10
- O. Approval of storm water outfall repair at Alpine Place by Les Manske & Sons in the amount of \$13,500
- P. Approval of alterations to Section 15-2-3 Construction Site / Excavation Erosion Control
- Q. Approval of intersection control at:
 - 1. Stop sign installation at 13th Avenue South and Green Bay Street

PLAN COMMISSION

- R. Approval of Certified Survey Map (CSM) submitted by Duane Schulze, 2009 Charles Avenue, Onalaska, WI 54650 regarding 2009 Charles Avenue, Onalaska, containing 0.68 acres and two (2) lots (Tax Parcel # 18-4197-0)

UTILITIES COMMITTEE/MASS TRANSIT

- S. Approval of three (3) Shared Ride vehicle purchases delayed to fall of 2016
- T. Approval of Shared Ride Transit:
 - 1. 2016 financials
 - 2. Approve shared ride provider of Running, Inc. for 2017 & 2018

PARKS AND RECREATION BOARD

- U. No report from Parks & Rec

Non-Consent Agenda

6. **RECAP ITEMS PULLED FROM THE CONSENT AGENDA**

7. **FINANCE COMMITTEE**

- A. Vouchers
- B. Upgrade to City of Onalaska website not to exceed \$6,395 from GovOffice
- C. Cities and Villages Mutual Insurance Company (CVMIC) Self-Insured Retention (SIR) premium option of a \$17,500 deductible for years 2017 & 2018

8. **PERSONNEL COMMITTEE:**

- A. **Resolution 34-2016** – Resolution to Authorize the Council Chairman to Act as Interim Administrator

9. **PLAN COMMISSION**

- A. Consideration of development of a new Payment in Lieu of Taxes (PILOT) ordinance/policy.

10. **UTILITIES COMMITTEE/MASS TRANSIT**

A. **Resolution 33-2016** – Shared-Ride Taxi Program for the City of Onalaska

11. **REPORT FROM LAND USE & DEVELOPMENT DIRECTOR**

A. Consideration of a waiver to Section 13-7-10 as requested by David and Ann Turk, 215 Green Coulee Road, Onalaska for one (1) year to allow improvements to the Dairyland Power Line to occur prior to construction of an attached garage.

12. **Closed Session:**

To consider a motion to convene in Closed Session 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:

- Nathan Hills Estate
- City Administrator Negotiations/Contract

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:

- La Crosse County Case No: 2016-CV-385

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

Adjournment

PROCLAMATION
For
FILIPINO-AMERICAN WEEKEND
AUGUST 12 - 14, 2016

WHEREAS, Filipino-Americans have a long and proud heritage as a people, and

WHEREAS, Filipino-Americans are loyal and faithful members of the cultures of both The Philippines and the United States as celebrated each New Year's Day, and

WHEREAS, Filipino-Americans are a kind and generous people that share all that they have with their neighbors and friends; and

WHEREAS, The City of Onalaska recognizes that the 7 Rivers Region is the home of many talented and hardworking Filipino-Americans, and

WHEREAS, the Filipino-American families residing in the City of Onalaska are an integral part of this society, and the city recognizes the diversity they bring to the community and the many contributions in their respective fields of work and their efforts in volunteerism, and

WHEREAS, the City of Onalaska acknowledges the rich cultural heritage and traditions of Filipino-Americans further recognizes June 12, 1898 as Philippines Independence Day, and

WHEREAS, The City of Onalaska recognizes the integral part Filipino-Americans play in the overall City of Onalaska

NOW, THEREFORE, I, Joe Chilsen, Mayor of the City of Onalaska, do recognize and proclaim the second weekend of August to be Filipino-American Weekend in the City of Onalaska and a copy be forever contained in the records of the Onalaska City Clerk, proclaiming such.

IN WITNESS WHEREOF I have here unto set my hand and caused the Seal of the City of Onalaska to be affixed this 9th day of August 2016.



Joe Chilsen, Mayor
City of Onalaska

EST. 1871


Caroline Burmaster, City Clerk
City of Onalaska

PACKET: 01616 License Packet AUGUST OPERATORS

SEQUENCE: License #

ID	PERIOD	NAME		LICENSE CODE
00418	7/18/16- 6/30/18	HOOD	KARYN	OPRATOR OPERATORS - 2 YEAR
01827	7/14/16- 6/30/18	PETERS	STEVEN	OPRATOR OPERATORS - 2 YEAR
01828	7/15/16- 6/30/18	SCHIPPERS	JEREMIAH	OPRATOR OPERATORS - 2 YEAR
01829	7/15/16- 6/30/18	SHARP	JEFF	OPRATOR OPERATORS - 2 YEAR
01830	7/19/16- 6/30/18	MC MONAGLE	JERROD	OPRATOR OPERATORS - 2 YEAR
01833	7/25/16- 6/30/18	XIONG	PATRICK	OPRATOR OPERATORS - 2 YEAR
01834	7/26/16- 6/30/18	STRITTMATER	MICHAEL	OPRATOR OPERATORS - 2 YEAR
01836	7/27/16- 6/30/18	MORAN	ZACHARY	OPRATOR OPERATORS - 2 YEAR
01838	7/28/16- 6/30/18	PONTERIO	VINCENT	OPRATOR OPERATORS - 2 YEAR
04026	7/25/16- 6/30/18	SMITS	MOLLY	OPRATOR OPERATORS - 2 YEAR
04174	7/11/16- 6/30/18	OLDENBURG	ASHLEY	OPRATOR OPERATORS - 2 YEAR
04395	7/14/16- 6/30/18	HARRISON	CLAYTON	OPRATOR OPERATORS - 2 YEAR
04774	7/11/16- 6/30/18	OLSON	JOEL	OPRATOR OPERATORS - 2 YEAR
04775	7/11/16- 6/30/18	MINKEL	HEATHER	OPRATOR OPERATORS - 2 YEAR
04777	7/13/16- 6/30/18	MILLER	JOSHUA	OPRATOR OPERATORS - 2 YEAR
04780	7/18/16- 6/30/18	KERR	LINDSEY	OPRATOR OPERATORS - 2 YEAR
04785	7/25/16- 6/30/18	ZIMMERMAN	BERRY	OPRATOR OPERATORS - 2 YEAR
04786	7/25/16- 6/30/18	WALDSTEIN	ANDREW	OPRATOR OPERATORS - 2 YEAR
04788	7/26/16- 6/30/18	BULMAN	BROOKE	OPRATOR OPERATORS - 2 YEAR
04790	7/27/16- 6/30/18	FREITAG	SYDNEY	OPRATOR OPERATORS - 2 YEAR
04791	7/28/16- 6/30/18	ANDERSON	ERICA	OPRATOR OPERATORS - 2 YEAR
04798	8/01/16- 6/30/17	HAYES	ZACKARY	OPRATOR OPERATORS - 1 YEAR
04799	8/02/16- 6/30/17	VETSCH, JR	STEPHAN	OPRATOR OPERATORS - 1 YEAR

Aspenson, Katie

From: fnfdave@aol.com
Sent: Tuesday, August 02, 2016 10:32 PM
To: Aspenson, Katie
Subject: Property Maintenance Violation letter dated July 14, 2016

Ms. Katie Aspenson AICP

In response to your letter regarding the violation of the Code of ordinances (Section 13-7-10) at my property 215 Green Coulee Road in Onalaska, Wisconsin, I hereby request a waiver for the violation due to our discussion and that of my contact with Mr. Jim Bialecki and Mr. Harvey Bertrand explaining my current need to protect my personal property from damage caused by the golf balls that are sent into my property by golfers at the Coulee Golf Bowl. As no one is willing to stop the intrusion of the golf balls nor assume the responsibility for their damage to my property I have found the temporary defense by me to park my vehicles on my property out of harms reach. I have been doing this for 20 years without any city mention of a violation until I received this letter.. I would like to build a attached garage to my existing home to shelter my vehicles, but due to a right of way that Dairyland Power has on my property, they will not allow me to build onto my house for such a shelter.

I have been made aware of a change in the height of the powerline, which would allow me to make the addition legal. This is great news to me and my wife and we were told the completion would be in the spring of 2016. This deadline has come and gone without any action by Dairyland Power. You stated to me that I could expect a longer delay as the cities of La Crosse and Onalaska have yet to agree to the line change request..

Therefore I am requesting a temporary waiver by the city from this ordinance until such time as I am allowed to build my addition. Based on my knowledge of the building codes and the discussions I have had with my builder, I should be ready to proceed when all the parties that are involved in the hold up are in agreement..

Thank you for your help in helping us with this predicament.

Yours truly,

David and Ann Turk

August 9, 2016

To: Finance and Personnel Committee
FROM: Finance Department
SUBJ: Payables and Approval

The following is a list of monies expended since the last Common Council meeting dated July 12, 2016

The total is:	<u>\$2,464,440.93</u>
7/12/2016 AP Packet 1533 - July 2016	\$159.00
7/13/2016 AP Packet 1554 - June 2016	\$7,425.00
7/19/2016 AP Packet 636 - City Payroll 7/22/16	\$149,852.76
AP Packet 636 - City bank drafts	\$87,330.76
AP Packet 1558 - Deferred Payables	\$45,019.09
7/20/2016 AP Packet 1559 -VOID	(\$103.00)
7/21/2016 AP Packet 1562 - July 2016	\$330,788.00
7/27/2016 AP Packet 1565 -July 2016	\$159.00
7/29/2016 AP Packet 1568 - July 2016	\$79.50
AP Packet 1567 - July 2016	\$39,219.57
8/5/2016 AP Packet 642 - City Payroll 8/05/16	\$142,854.41
AP Packet 644 - City Payroll 8/05/16	\$794.26
AP Packet 643 - Fire Payroll 8/05/16	\$3,118.68
AP Packet 643 - Fire bank drafts	\$517.19
AP Packet 642 - City Bank Drafts	\$84,139.35
AP Packet 644 - City Bank Drafts	\$346.73
AP Packet 1571 - Deferred Payables	\$9,912.89
8/10/2016 AP Packet - August 2016 (including ACH)	\$1,562,827.74
Total	<u><u>\$2,464,440.93</u></u>

Finance Committee Signatures

Established: 2009

Cost option
= \$6,395-



GovOffice Web Solutions Design Services

We Offer A Wide Variety of Affordable Website Designs

While many Web development firms offer a one-size-fits-all design, GovOffice offers a wide variety of custom designs to satisfy your design goals and budget. Most design projects are completed within 2 months.

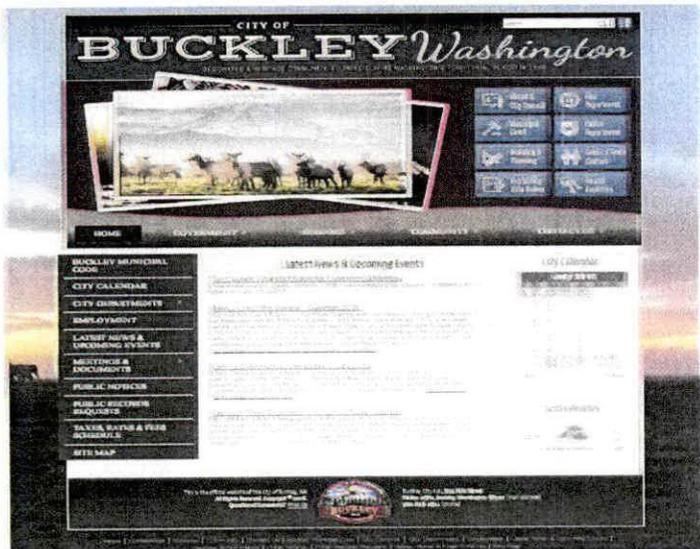


GovOffice Now Offers 3 Year Payment Option for Design Services

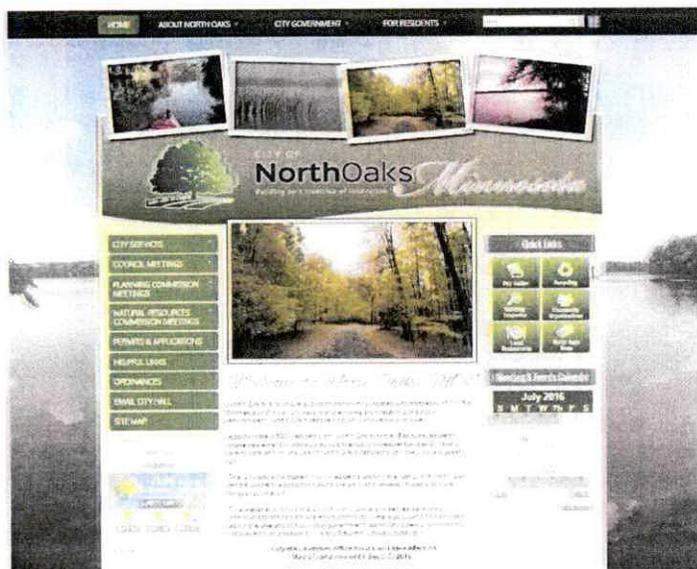
Our new optional payment feature allows clients to sign a 3 Year Agreement which includes your partial design fee and the Annual Service Hosting Fee, if you renew the 3 Year Agreement you receive a redesign credit!

Premium Solution Design Plus - \$6,395

Includes: Custom Home Page Design, 4 Custom Interior Banners, Auto Image Slider, 5 Quick Icons, Custom Mobile Website, Homepage Content Setup Service and much more!



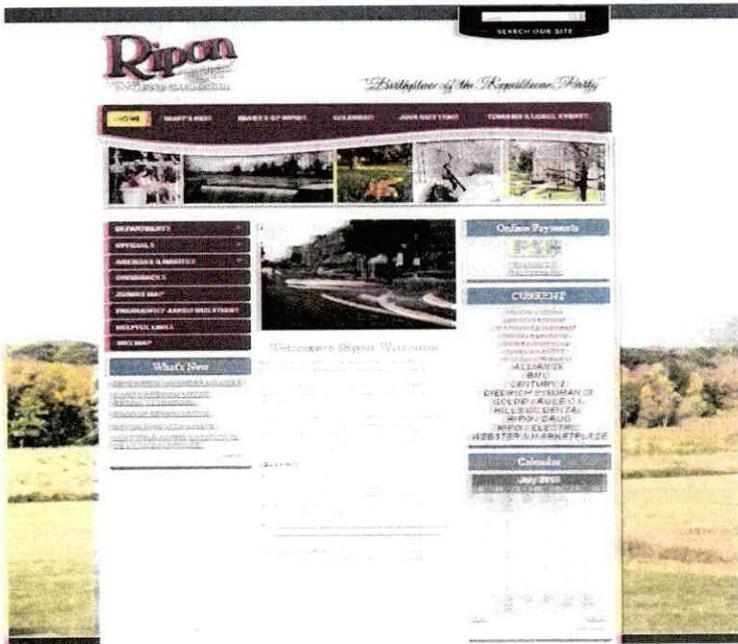
City of Buckley, WA - www.cityofbuckley.com



City of North Oaks, MN - www.cityofnorthoaks.com

Premium Solution Design - \$4,895

Includes: Custom Home Page, 4 Custom Interior Banners, Mobile Website Design, and Homepage Content Service.



City of Ripon, WI - www.cityofripon.com

Progressive Solution Plus Design - \$3,995

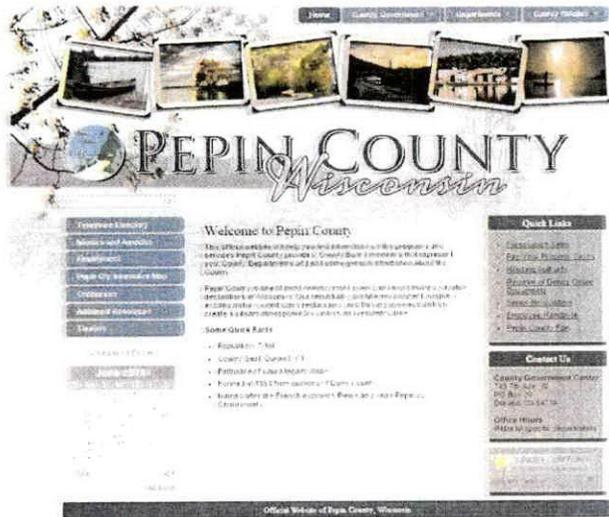
3 Custom Banners, Auto Image Slider, Quick Link Icons, and Homepage Content Setup Service.



City of Pickens, SC - www.cityofpickens.com

Progressive Solution Design - \$2,495

3 Custom Banners with scenic background image plus Homepage Content Setup Service.



Pepin County, NC - www.co.pepin.wi.us

Value Solution Design Plus - \$2,295

One Custom Banner with scenic background image with Auto Image Slider.



Cherokee, Iowa - <http://cherokeeiowa.net>

Value Solution Design - \$1,295

1 Custom Banner with scenic background image.



Tupper Lake, NY - www.tupperlakeny.gov

Budget Solution Design with Color Scheme - \$845

Client selects template from Design Library and provides banner images and preferred color scheme.



Des Moines Valley Health and Human Services - www.dvhhs.org



City of Onalaska
ANNUAL PREMIUMS
 Policy Years 2016, 2017, 2018

ATTACHMENT ONE

Coverage includes:

- General Liability
- Auto Liability
- Excess Liability
- Public Officials Liability
- Law Enforcement Liability

Self-Insured Retention ("SIR") is available at several levels.

Limits of Liability:

\$5,000,000 per occurrence excess of SIR.

Defense Costs are included in the SIR.

ANNUAL PREMIUMS:

(SIR) Occurrence/Aggregate

	<u>Current SIR</u>	<u>Optional SIR</u>
	\$17,500	\$25,000
<u>Policy Year</u>	<u>Option 1</u>	<u>Option 2</u>
2016	\$40,916	\$38,052
2017	\$42,150 ✓	\$39,199
2018	\$43,204 ✓	\$40,179

NOTE: The premiums stated herein are based on an expected number of renewals and are subject to review, depending on the actual number of renewals. With that qualification, they are guaranteed for the three-year policy period 2016, 2017 and 2018.

RESOLUTION 34 - 2016

**RESOLUTION TO AUTHORIZE THE COUNCIL CHAIRMAN TO
ACT AS INTERIM ADMINISTRATOR**

WHEREAS, the City of Onalaska Common Council approved the position of City Administrator in November of 2015, authorizing said Administrator to act as Chief Operating Officer of the City of Onalaska under the direction of the Common Council and Mayor; and

WHEREAS, the ongoing search for the position of City Administrator and transition of the Mayor's role to part-time has left certain responsibilities within the City of Onalaska as being unfulfilled; and

WHEREAS, the City of Onalaska desires to provide for the necessary guidance and support to be given to City staff when there is a vacancy in the position of City Administrator and the completion of those tasks required by the City Administrator.

NOW, THEREFORE, BE IT RESOLVED, that the City of Onalaska authorizes the Council Chairman of the City of Onalaska to fulfill the tasks and exercise the authority of the City's administrator when the position of City Administrator is vacant and is authorized and empowered to do all things necessary to carry out those duties as needed.

BE IT FURTHER RESOLVED, that the actions of the Council Chairman in assisting the completion of the tasks required by the City Administrator from April 19, 2016 to the date of this resolution are hereby ratified.

Dated this 9th day of August, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

RESOLUTION NO. 33-2016

**A RESOLUTION FOR THE SHARED-RIDE TAXI PROGRAM FOR THE
CITY OF ONALASKA**

WHEREAS, the citizens of the City of Onalaska have expressed interest in having a public transportation system; and

WHEREAS, there is a public transportation State and Federal Operating Assistance Program for Shared-Ride Taxi Program; and

WHEREAS, the City of Onalaska has negotiated a contract with Richard Running, d/b/a Running Incorporated for the City of Onalaska; and

WHEREAS, in order to continue to provide a Shared-Ride Taxi Program, the City of Onalaska needs to receive State Mass Transit Operating Assistance under Section 85.20 of the Wisconsin Statutes, and also Federal Section 9 Operating Assistance; and

WHEREAS, in order to participate in the 2017 Operating Assistance Program and application must be submitted to the Wisconsin Bureau of Transit and Local Transportation Aids by December 31, 2016.

THEREFORE BE IT RESOLVED, that the Financial Services Director/Treasurer of the City of Onalaska is hereby authorized to submit applications for the State Mass Transit Operating Assistance under Section 85.20 of the Wisconsin Statutes and Federal Section 9 Operating Assistance to assist in financing the City of Onalaska/Holmen/West Salem Public Transit during the period of January 1, 2017 through December 31, 2017

Dated this 9th day of August, 2016

CITY OF ONALASKA

BY:

Joe Chilsen, Mayor

Caroline Burmaster, City Clerk

Passed:

Approved: