

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Common Council
DATE OF MEETING: September 13, 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. Library Statistics for August
- B. Proclamation for Barry Nimitz
- C. Proclamation for Constitution Week
- D. Proclamation for Freedom From Workplace Bullies Week

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. Approval of Great River Landing Phase I project including the costs associated with archaeological work and the funding source(s) usage of the Special Projects Fund
- E. Approval of usage of Frontier Adjusters if the City were to have any form of serious property damage
- F. Approval of the police department seatbelt enforcement grant and administering of the grant
- G. Accept City of Onalaska Cash Flow Procedures for:
 - a. City Clerk, Inspection, Engineering, Planning, Fire, and Finance Departments
 - b. Accept Deficiencies Cited.

PERSONNEL COMMITTEE

- H. Approval of out of state travel for Wayne Nagy to attend Fire Inspection Principles I in Baltimore, Maryland from October 30 through November 4, 2016.
- I. Approval to fill Firefighter/EMT position budgeted for July 1, 2016

NOTICES MAILED TO:

*Mayor Joe Chilsen	_____	Dawn Nouffler	_____
*Ald. Jim Binash	_____	Tim & Catherine Bulera	_____
*Ald. Jim Olson	_____	Jessica Robey	_____
*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	_____	Onalaska Public Library	Onalaska Omni Center
*Committee Members	_____	_____	_____

Date Mailed & Posted: 9-9-16

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.

JUDICIARY COMMITTEE

- J. Approval of **Ordinance No. 1568-2016** to amend Title 10 Chapter 1 Section 27 of the City of Onalaska Code of Ordinances related to parking restrictions (Greens Coulee Road) (First and Second Reading)

ADMINISTRATIVE COMMITTEE

- K. Approval of Operator's Licenses as listed on report dated September 7, 2016.
L. Approval of Special Events Permit for:
a. Down Syndrome Awareness Walk on September 17, 2016 at 10am starting at the Omni Center, Onalaska
M. Approval of request for burial of cremains with full body burial for Tim and Catherine Bulera and family in Block 158, Lot 7, Grave 3 and Grave 4 in the City of Onalaska Cemetery
N. Approval of Fee Schedule

BOARD OF PUBLIC WORKS

- O. Approval of contracting for 2016 televising of sanitary sewer system by Flow-Rite Pipe and Sewer Services in the amount of \$24,000
P. Approval of amendment number three for professional engineering services for the Great River Landing project with Short Elliot Hendrickson not to exceed \$39,800
Q. Approval of change order number one for Great River Landing Phase One Project in the amount of \$23,524.84
R. Approval of change order three for 2016 Onalaska Cemetery Main Street Improvement Project in the amount of \$11,258.21
S. Approval of maintaining current charges for automated cart size
T. Approval of cleaning at Wild Rose Reservoir including installation of tank mixing system by Water Tower Clean & Coat, Inc. in the amount of \$6,400.
U. Approval of installing roof access hatches at 6th and Quincy and 11th and Well Street lift stations by Interstate Roofing at a cost of \$8,600.

PLAN COMMISSION

- V. Approval of an amendment to Title 13, Part 9, Chapter 3, Section 50-61 of the Unified Development Code (UDC) regarding the City of Onalaska – Airport Overlay Zoning District Ordinance
W. Approval of an amendment of Chapter 5 of the Unified Development Code (UDC) Section regarding Conditional Use Permits
X. Approval of an amendment of Chapter 2 of the Unified Development Code (UDC) regarding the Establishment of Zoning Districts (Permitted and Conditional Uses)

HISTORIC PRESERVATION COMMISSION

- Y. Acceptance of the Survey of Historic Properties Project within the City of Onalaska completed by Heritage Research, LTD obtained through a grant with the Wisconsin Historical Society.

UTILITIES COMMITTEE/MASS TRANSIT

- Z. Approval of 2016 Mass Transit Financials
AA. Approval of 2016 Storm Water Financials
BB. Approval of 2016 Sewer Financials
CC. Approval of 2016 Water Financials

PARKS AND RECREATION BOARD

- DD. Approval of City of Onalaska Invasive Species Management Plan
EE. Approval to proceed with the following projects at the Omni Center:
a. LED Light Replacement
b. Surge Protection on Hearing and Cooling System
c. Arena 2 Audio System
d. Valve Replacement on Arena 2 Sprinkler System
e. Omni Center Phone App Development

ROOM TAX COMMISSION

FF. Approve financials for 2nd quarter 2016

Non-Consent Agenda

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

7. **FINANCE COMMITTEE:**

A. Vouchers

8. **PERSONNEL COMMITTEE:**

A. Review and consideration of employment firms for use in hiring a City Administrator or consideration of recruit and advertise by Human Resources for the City Administrator

9. **JUDICIARY COMMITTEE**

A. Approval of **Ordinance 1567-2016** to amend Chapter 1 of Title 10 Section 15 of the Code of Ordinances of the City of Onalaska relating to controlled intersections designated (13th and Green Bay Street) (First and Second Reading)

10. **ADMINISTRATIVE COMMITTEE**

A. Approval of Special Events Permit for:
a. Festival Foods Turkey Trot on November 24, 2016 from 8-11am starting at the Omni Center, Onalaska.

11. **UTILITIES COMMITTEE/MASS TRANSIT**

A. Establish 2017 ERU Rate for \$64.60 to \$65.60.

12. **REPORT FROM TECHNOLOGY ADVISORY COMMITTEE:**

A. Update on live streaming/posting to You Tube-FIO of City of Onalaska broadcast meetings (Common Council, Plan Commission, Board of Public Works and Finance and Personnel Committee)

13. **REPORT FROM CITY CLERK**

A. Preliminary estimate of January 1, 2016 Population.

14. **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:

- Full Release and Assignment from Hanover Insurance Group
- IAFF, International Association of Firefighters, Local 4169
- OPPA, Onalaska Professional Police Association
- SORD, Supervisory Officers Relation Division
- Sanitary sewer agreement
- Tornado Youth Hockey

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:

- City Administrator Ordinance Litigation
- Claim regarding personal information in lost billfold

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:
on the
LIFE of BARRY NIMTZ

WHEREAS, Barry Nimitz was the beloved husband of Lynda, and the father of eight children, nine grandchildren, and one great-grandchild, and

WHEREAS, Barry Nimitz was a valued member of the Onalaska Business Community owning both LCN Marketing and The Blue Moon Restaurant, and

WHEREAS, Barry was an avid collector of cars of all makes and models and the organizer of numerous car shows in the City of Onalaska, and

WHEREAS, Barry was instrumental in organizing and supporting the annual Celebrate Onalaska Festival, and was a strong member of Rotary International, and

WHEREAS, Barry's support of both the Onalaska Fire Department and the Onalaska Police Department was evident each and every year that Barry lived in Onalaska, and

WHEREAS, Barry was a loyal and steadfast friend of both city hall and the citizens of Onalaska, and

WHEREAS, Barry's passing has saddened his family and his many friends across the country and from around the world, and

WHEREAS, Barry's family can take solace in the fact that Barry Nimitz really lived his life by living up to his mantra, "drive it like you stole it."

NOW, THEREFORE, I Joe Chilsen, Mayor of the City of Onalaska, do recognize and proclaim September 12, 2016, as Barry Nimitz day in the City of Onalaska and a copy be forever contained in the records of the Onalaska City Clerk, proclaiming such.

Joe Chilsen, Mayor
City of Onalaska

Caroline Burmaster
Caroline Burmaster, City Clerk
City of Onalaska

EST. 1851®

**PROCLAMATION
CONSTITUTION WEEK
SEPTEMBER 17 - 23, 2016**

Whereas, The Constitution of the United States is the law of the land; and

Whereas, The Constitution of the United States was ratified on December 15, 1791; and

Whereas, The City of Onalaska's governmental body does take its lead from the Constitution of the United States; and

Whereas, the week of September 17th through September 23rd has been identified as Constitution Week in the United States

NOW, THEREFORE, I, Joe Chilsen, Mayor of the City of Onalaska, do recognize and proclaim the week of September 17, 2016, as "Constitution Week" 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 thirteenth day of September 2016.

Joe Chilsen, Mayor
City of Onalaska

Caroline Burmaster

Caroline Burmaster, City Clerk

EST. 1851 ®

PROCLAMATION FOR

FREEDOM FROM WORKPLACE BULLIES WEEK

WHEREAS, the City of Onalaska has an interest in promoting the social and economic well-being of its citizens, employees and employers; and

WHEREAS, that well-being depends upon the existence of healthy and productive employees working in safe and abuse-free work environments; and

WHEREAS, research has documented the stress-related health consequences for individuals caused by exposure to abusive work environments; and

WHEREAS, abusive work environments are costly for employers, with consequences including reduced productivity, absenteeism, turnover, and injuries; and

WHEREAS, protection from abusive work environments should apply to every worker, and not be limited to legally protected class status based only on race, color, gender, national origin, age, or disability;

NOW, THEREFORE, I, Joe Chilsen, Mayor of the City of Onalaska, do hereby proclaim October 16-22 as

FREEDOM FROM WORKPLACE BULLIES WEEK

and commend the Wisconsin Healthy Workplace Advocates and the Workplace Bullying Institute which raises awareness of the impacts of, and solutions for, workplace bullying in the U.S. and encourages all citizens to recognize this special observance.

IN WITNESS WHEREOF, I have here unto set my hand and caused the Seal of the City of Onalaska to be affixed this 13th day of September 2016.

Joe Chilsen, Mayor
City of Onalaska

EST. 1851

Caroline Burmaster
Caroline Burmaster, City Clerk
City of Onalaska

ORDINANCE NO. 1568 - 2016

AN ORDINANCE TO AMEND TITLE 10 CHAPTER 1 SECTION 27 OF THE CITY OF ONALASKA CODE OF ORDINANCES RELATED TO PARKING RESTRICTIONS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Subsection (g) of Section 27 of Chapter 1 of Title 10 of the Code of Ordinances of the City of Onalaska is hereby deleted in its entirety and replaced as follows:

(g) Green Coulee Road.

- (1) There shall be no parking, standing or stopping on either Green Coulee Road from five hundred forty (540) feet north of the north right of way of Clearwater Drive to one hundred fifty (150) feet south of the south right of way of Summers Day Lane.
- (2) There shall be no parking, standing or stopping on the easterly side of Green Coulee Road from East Main Street to Clear Water Drive.
- (3) There shall be no parking, standing or stopping on that part of the westerly side of Green Coulee Road from the intersection of Green Coulee Road and East Main Street north three hundred (300) feet.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

Katie Aspenson, Interim Land Use & Development Director
(let Joe Barstow review all annexation ordinances)

Katie Aspenson
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ _____ for _____ to meet the requirements of this ordinance.

Jarrold Holter, City Engineer

C. Holter
(signature)

No Fiscal Impact - SIGNS ALLREADY INSTALLED.

Budgeted Item

Will need \$ _____ for _____ to meet the requirements of this ordinance.

Jeff Trotnic, Chief of Police

Jeff Trotnic
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ _____ for _____ to meet the requirements of this ordinance.

Fred Buehler, Financial Services Director

Fred Buehler 8-31-16
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ _____ for _____ to meet the requirements of this ordinance.

PACKET: 01648 License Packet September Operators

SEQUENCE: License #

ID	PERIOD	-----NAME-----		LICENSE CODE
01087	8/05/16- 6/30/18	SCHLEPPEGRELL	MARLENE	OPRATOR OPERATORS - 2 YEAR
01422	9/01/16- 6/30/18	AYLSWORTH	JORDAN	OPRATOR OPERATORS - 2 YEAR
01424	9/02/16- 6/30/17	SCHREIER	NANCY	OPRATOR OPERATORS - 1 YEAR
03491	8/22/16- 6/30/18	SCHREINER	SETH	OPRATOR OPERATORS - 2 YEAR
03932	8/26/16- 6/30/18	NIEMEYER	LISA	OPRATOR OPERATORS - 2 YEAR
04420	8/25/16- 6/30/17	DANHOUSER	KAILYN	OPRATOR OPERATORS - 1 YEAR
04804	8/03/16- 6/30/18	XIONG	MAI	OPRATOR OPERATORS - 2 YEAR
04809	8/09/16- 6/30/18	FAELLA	JOSEPH	OPRATOR OPERATORS - 2 YEAR
04812	8/11/16- 6/30/18	FARMER	JAY	OPRATOR OPERATORS - 2 YEAR
04814	8/11/16- 6/30/18	ZAMANE	ZAKARIA	OPRATOR OPERATORS - 2 YEAR
04846	8/24/16- 6/30/18	NEWMAN	CODY	OPRATOR OPERATORS - 2 YEAR
04847	8/25/16- 6/30/18	MCCULLOUGH	HALEY	OPRATOR OPERATORS - 2 YEAR
04848	8/25/16- 6/30/18	HANSEN	LUCAS	OPRATOR OPERATORS - 2 YEAR
04850	8/26/16- 6/30/18	ANDERSON	HAYLEY	OPRATOR OPERATORS - 2 YEAR
04851	8/29/16- 6/30/18	LAU	IRMGARD	OPRATOR OPERATORS - 2 YEAR

September 13, 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 August 9, 2016

The total is:		<u>\$1,846,813.16</u>
8/10/2016	AP Packet 1574 - August 2016	\$11,870.00
8/17/2016	AP Packet 648 - City Payroll 8/19/16	\$146,144.95
	AP Packet 648 - City bank drafts	\$86,661.16
	AP Packet 1582 - Deferred Payables	\$44,260.65
8/23/2016	AP Packet 1585 - August 2016	\$223,685.51
8/31/2016	AP Packet 649 - City Payroll 9/02/16	\$137,653.00
	AP Packet 652 - City Payroll 9/02/16	\$129.95
	AP Packet 649 - City Bank Drafts	\$84,760.93
	AP Packet 652 - City Bank Drafts	\$61.26
	AP Packet 1591 - Deferred Payables	\$9,909.89
	AP Packet 650 - Payroll corr Packet	\$8.28
9/8/2016	AP Packet 1592 -August 2016	\$2,646.95
9/13/2016	AP Packet - September 2016 (including ACH)	\$1,099,020.63
	Total	<u><u>\$1,846,813.16</u></u>

Finance Committee Signatures

ORDINANCE NO. 1567-2016

AN ORDINANCE TO AMEND CHAPTER 1 OF TITLE 10,
SECTION 15 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO CONTROLLED
INTERSECTIONS DESIGNATED

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 10, Chapter 1, Section 15, Subsection (a) 287 of the City of Onalaska

Code of Ordinances related to Controlled Intersections is hereby created as follows:

Sec. 10-1-15 Controlled Intersections Designated.

(a) **Complete Stops Required.** It shall be unlawful for any person driving or operating any motor vehicle or other vehicle to drive or cause the same to be driven into an intersection designated and declared as follows to be a stop zone, whether designated as requiring one-way stops, two-way stops, three-way stops, four-way stops or signalized intersections, without first coming to a full and complete stop. Stop signs shall be erected at the following intersections:

(287) At the northeast corner of 13th Avenue and Green Bay Street.

(288) At the southwest corner of 13th and Green Bay Street.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1567 - 2016

Please route in this order

Katie Aspenson, Interim Land Use & Development Director
(let Joe Barstow review all annexation ordinances)

[Signature]
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ _____ for _____ to meet the requirements of this ordinance.

Jarrold Holter, City Engineer

[Signature]
(signature)

No Fiscal Impact

Budgeted Item 2 SIGNS - POLES \$ 200 TOTAL

Will need \$ _____ for _____ to meet the requirements of this ordinance.

Jeff Trotnic, Chief of Police

[Signature]
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ _____ for _____ to meet the requirements of this ordinance.

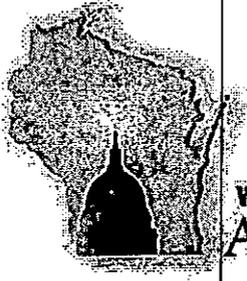
Fred Buehler, Financial Services Director

[Signature] 8-31-16
(signature)

No Fiscal Impact

Budgeted Item

Will need \$ _____ for _____ to meet the requirements of this ordinance.



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

**SCOTT WALKER
GOVERNOR**

**SCOTT A. NEITZEL
SECRETARY**

Division of Intergovernmental Relations
Post Office Box 8944
Madison, WI 53708-8944
Voice (608) 266-1755
Fax (608) 267-6917

0784
CAROLINE L. BURMASTER
CLERK, CITY OF ONALASKA
415 MAIN ST
ONALASKA WI 54650-2953

August 10, 2016

PRELIMINARY ESTIMATE OF JANUARY 1, 2016 POPULATION

Dear Municipal Clerk:

The Demographic Services Center's preliminary estimate of the January 1, 2016 population for the City of Onalaska in La Crosse County is 18,646. This represents a change of 910 persons (5.13%) since the 2010 Census.

Wisconsin's total population is estimated at 5,774,996 which is a change of 88,010 persons and 1.55%. Following is a summary of the data we used in estimating your population:

	2010 Census Count	2016 Preliminary Estimate
2010 U.S. Census Count	17,736	
January 1, 2016 Estimate		18,646
Motor vehicles registered	19,895	20,519
Percent of vehicles in State	0.378%	0.389%
Income tax filers	13,046	13,604
Percent of filers in State	0.359%	0.397%
Filers plus dependents	17,463	17,790
Percent of filers plus dependents in State	0.354%	0.394%
Income tax returns	8,850	9,419
Percent of income tax returns in State	0.346%	0.383%
Institutional Population	97	74

In addition, in response to our housing survey that we sent you earlier this year, your municipality reported a net change of 184 housing units for calendar year 2015. (If we did not receive a survey from you, we estimated your change in housing stock or used other sources.)

Approximately 14,143 of the estimated population for the City of Onalaska are of voting age. This courtesy estimate helps you to comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the census proportion of persons over 18 to the preliminary January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate.