

**Finance & Personnel Committee  
of the City of Onalaska**

Wednesday, September 2, 2015

1

1 The Meeting of the Finance & Personnel Committee of the City of Onalaska was called to order  
2 at 7:30 p.m. on Wednesday, September 2, 2015. It was noted that the meeting had been  
3 announced and a notice posted at City Hall.

4  
5 Roll call was taken, with the following members present: Ald. Jim Olson, Ald. Bob Muth

6  
7 Also Present: Mayor Joe Chilsen, Ald. Harvey Bertrand, Financial Services Director/Treasurer  
8 Fred Buehler, Human Resource Director Hope Burchell, City Engineer Jarrod Holter, Parks and  
9 Recreation Director Dan Wick, Fire Chief Don Dominick, Municipal Court Supervisor Amber  
10 Jolly

11  
12 Excused Absence: Ald. Jim Bialecki

13  
14 **Item 2 – Approval of minutes from the previous meeting**

15  
16 Motion by Ald. Olson, second by Ald. Muth, to approve the minutes from the previous meeting  
17 as printed and on file in the City Clerk’s Office.

18  
19 On voice vote, motion carried.

20  
21 **Item 3 – Public Input (limited to 3 minutes/individual)**

22  
23 Ald. Muth called three times for anyone wishing to provide public input and closed that portion  
24 of the meeting.

25  
26 **Consideration and possible action on the following items:**

27  
28 **FINANCE**

29  
30 **Item 4 – Omni Center financials for 2015**

31  
32 Dan said that while the facility has a deficit of approximately \$5,000, the deficit one year ago  
33 was approximately \$62,000. Dan said a number of events have been scheduled for September  
34 and expressed confidence that “we’re going to start to see positive things move in the right  
35 direction again” by the end of September. Dan also noted that the Onalaska School District has  
36 allowed the Omni Center to use its gymnasium floor covering. The cover is placed over the  
37 Sport Court and saves labor costs as Omni Center employees do not have to remove the flooring  
38 to accommodate Parks and Recreation events and the reinstall it. Dan said he is looking into  
39 purchasing floor covers, but he first wanted to utilize the Onalaska School District’s cover before  
40 proceeding.

41  
42 Motion by Ald. Muth, second by Ald. Olson, to accept the Omni Center financials.

43  
44 On voice vote, motion carried.

Reviewed 9/3/15 by Hope Burchell & Fred Buehler

**Finance & Personnel Committee  
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2

45

46 **Item 5 – City General Fund Financials for 2015**

47

48 a. General Fund

49

50 Fred noted the revenues represent through July and the expenditures represent July bills paid in  
51 August.

52

53 Ald. Muth inquired about Department 100-52700-290 (Jail), which has a balance of \$3,000, and  
54 asked why there has been no activity in this account.

55

56 Fred said Amber can explain how the court system is trying to assist the city so it does not have  
57 pay jail fees.

58

59 Amber acknowledged that the jail fees are “quite high” and noted they had been increased within  
60 the last couple of years. The cost is \$45 for the first day, and \$90 for each additional day based  
61 on the amount of the citation. Defendants receive \$50 credit for each day spent in jail. Amber  
62 said a significant amount of money was being paid for individuals who were arrested, and the jail  
63 was not being paid back. Amber said a signature bond was created. The circuit courts utilize  
64 signature bonds. If the individual is receiving a warrant for the first time, the word ‘eligible’ is  
65 written on the top. The individual may pay the entire amount or a partial amount (at the officer’s  
66 discretion), or sign a signature bond and appear at the next court date. At this time the defendant  
67 may speak with the judge and receive either a last-chance payment plan or pay in full. A  
68 defendant who reneges on anything that comes out of the hearing will have his/her warrant  
69 reissued. Amber said individuals do not receive the option of a signature bond if it is a joint  
70 municipality. However, nearly all cases will be turned over to the collection agency if a City of  
71 Onalaska warrant is involved. Amber noted the jail fees are “pretty low” and said there has only  
72 been one so far in 2015. Amber said it was a warrant that was issued prior to the signature bond  
73 eligibility change.

74

75 Fred noted that the Jail account had exceeded \$5,000 in expenditures within the last couple of  
76 years.

77

78 b. Water-Sewer-Storm Water

79

80 Fred noted the modification in the treatment rate and the modification in the transmission rate are  
81 going through the Executive Budget process. Fred also noted that the StormWater ERU was  
82 increased for 2016.

83

84 Motion by Ald. Muth, second by Ald. Olson, to accept the City General Fund Financials and the  
85 Water-Sewer-Storm Water Financials.

86

87 On voice vote, motion carried.

Reviewed 9/3/15 by Hope Burchell & Fred Buehler

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3

88

89 **Item 6 – Consideration to add Town of Holland to the Coulee Region Joint Municipal**  
90 **Court**

91

92 Fred noted that Amber had received a telephone call from Town of Holland representatives who  
93 asked that the town be allowed to participate in the Coulee Region Joint Municipal Court. Fred  
94 noted the Coulee Region Joint Municipal Court Committee had met on August 20 and voted to  
95 accept the Town of Holland with the understanding that there is a minimum charge of \$500 to be  
96 a member of the Coulee Region Joint Municipal Court. This means the number of cases not  
97 dismissed must be equivalent to approximately \$500. Fred said the Town of Holland Board must  
98 inform the City of Onalaska before the end of September as to whether or not it wishes to  
99 participate. Fred said this item has been included on tonight's agenda so the committee may vote  
100 to accept the Town of Holland's entry into the Coulee Region Joint Municipal Court contingent  
101 upon the minimum \$500 charge and the Town of Holland Board voting to approve the town's  
102 entry. This item will go before the Common Council at its September 8 meeting if the  
103 committee votes to approve it. Fred said the \$500 charge also will apply to the Village of  
104 Rockland, noting he had sent town officials a letter stating this.

105

106 Ald. Muth asked if La Crosse County handles the Town of Holland.

107

108 Fred said yes, but noted the citations that the town issues are not county-related.

109

110 Amber said the Town of Holland is looking to have the court adjudicate ordinance violations  
111 such as property maintenance. Amber noted that Town of Holland had provided a list of  
112 ordinance violations where a town official would be writing the ticket.

113

114 For clarification, Ald. Muth said it is his understanding the cases would not pertain to criminal  
115 activity or traffic violations.

116

117 Amber said yes, noting that La Crosse County will not issue citations for ordinance violations.

118

119 Fred said the committee should vote to move this item on to the Common Council with the  
120 understanding that there is a minimum \$500 charge and that the Town of Holland Board must  
121 vote to approve entrance into the Coulee Region Joint Municipal Court.

122

123 Motion by Ald. Muth, second by Ald. Olson, to approve adding the Town of Holland to the  
124 Coulee Region Joint Municipal Court, with the contingency of the \$500 minimum fee as advised  
125 to Town of Holland personnel.

126

127 On voice vote, motion carried.

128

129

Reviewed 9/3/15 by Hope Burchell & Fred Buehler

**Finance & Personnel Committee  
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4

130 **PERSONNEL**

131

132 **Item 1 – Review and consideration for out-of-state travel request of Cory Taylor to attend**  
133 **the National Fire Academy – Command and Control of Incident Operations Class in**  
134 **Emmitsburg, Maryland on November 28-December 5, 2015**

135

136 Fire Chief Dominick noted that Cory, a full-time firefighter, has been accepted into the National  
137 Fire Academy, which does not charge for tuition. Fire Chief Dominick said Cory wants to  
138 prepare both himself and the other firefighters in the department how to better handle emergency  
139 situations in the incident command system.

140

141 Ald. Olson said he assumes the costs will come out of the Fire Department's budget.

142

143 Fire Chief Dominick said yes, noting the only cost out of the budget will be for meals. Fire  
144 Chief Dominick also noted that the cost for airfare will be reimbursed.

145

146 Motion by Ald. Olson, second by Ald. Muth, to approve out-of-state travel request of Cory  
147 Taylor to attend the National Fire Academy – Command and Control of Incident Operations  
148 Class in Emmitsburg, Maryland on November 28-December 5, 2015.

149

150 On voice vote, motion carried.

151

152 **Item 2 – Update on Finance and Personnel Subcommittee**

153

154 Hope noted that the Finance and Personnel Subcommittee will meet at 4 p.m. on Thursday,  
155 September 3 in Room 112 at City Hall. Hope also noted that Karl Green of UW Extension will  
156 be presenting the different roles of City Administrators, City Managers and Mayors at the  
157 September 8 Common Council meeting.

158

159 Ald. Bertrand asked if Karl also will be giving a presentation at the Thursday Finance and  
160 Personnel Subcommittee meeting.

161

162 Hope said no.

163

164 **Item 3 – Review and consideration of Wisconsin Public Employers Group Health**  
165 **Insurance Program with or without Uniform Dental Benefit coverage for 2016**

166

167 Hope noted she had received the 2016 rates late Monday and referred to a memo that was  
168 distributed to committee members. Hope noted that the cost of health insurance with dental rates  
169 is significantly higher than the cost without them. Hope said the city must decide if it wishes to  
170 provide health insurance benefits with or without dental coverage.

171

Reviewed 9/3/15 by Hope Burchell & Fred Buehler

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5

172 Ald. Muth asked how this will impact the city's budget.

173

174 Fred said the cost would exceed \$113,000 if the city chooses to provide dental coverage.

175

176 Ald. Muth asked if the city has provided dental coverage in the past.

177

178 Hope said there are instances where the health insurance plans offer dental coverage, and there  
179 are instances where they do not. Hope said the City of Onalaska has a separate dental plan  
180 where it pays 100 percent of the premiums. Hope said, "This is basically above and beyond that  
181 as part of the health insurance plans. They're changing that and separating that out this next  
182 year. They're charging that fee back onto the users at this point. We have to make that decision  
183 whether or not we want to participate in providing those additional dental care costs or not."

184

185 Fred noted that the cost to offer dental coverage would be approximately \$79 per person per  
186 month. Fred said the city has been paying \$79.88 the last six years with Delta Dental. Fred  
187 noted that Delta Dental has not increased this amount "for quite some time" and said Delta  
188 Dental has committed not to raise this rate either in 2016 or 2017. Fred said the dental plan the  
189 city had through Delta Dental is the same as when Ald. Muth was employed by the Police  
190 Department and explained that HMOs wanted to attract business, so they began offering that  
191 option.

192

193 Ald. Olson asked if city employees could purchase that plan separately through the city.

194

195 Hope explained that if the city opts to offer dental coverage with the health insurance plan city  
196 employees have the option either to take it or opt out of it. Hope said, "We have no idea what  
197 those numbers would be. If we decide we're not going to offer those dental benefits, then they  
198 would either have to go out and get it from a spouse or something else. Like I said, this is just  
199 part of the medical piece of it and not the separate dental coverage that we already have with the  
200 city." Hope also noted the coverage would be for all city employees.

201

202 Ald. Muth asked if the additional cost has been figured in to the 2016 budget.

203

204 Fred and Hope said no.

205

206 Mayor Chilsen said the committee may forward this item without recommendation to the  
207 Common Council.

208

209 Mayor Chilsen and Hope both said a decision must be made by Tuesday.

210

211 Motion by Ald. Muth, second by Ald. Olson, to move forward without recommendation to the  
212 September 8 Common Council meeting review and consideration of Wisconsin Public  
213 Employers Group Health Insurance Program with or without Uniform Dental Benefit coverage  
Reviewed 9/3/15 by Hope Burchell & Fred Buehler

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6

214 for 2016.

215

216 On voice vote, motion carried.

217

218 **Closed Session**

219

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

224

- 225 • IAFF, International Association of Firefighters, Local 4169

226

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

231

- 232 • Broken vehicle tail lamp at Onalaska Middle School ballfield

233

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

237

238 Motion by Ald. Muth, second by Ald. Olson, to convene in Closed Session.

239

240 On roll call vote: Ald. Jim Olson – aye, Ald. Bob Muth – aye. In Closed Session.

241

242 **Adjournment**

243

244 Motion by Ald. Muth, second by Ald. Olson, to adjourn at 8:05 p.m.

245

246 On voice vote, motion carried.

247

248

249 Recorded by:

250

251 Kirk Bey