

# CITY OF ONALASKA MEETING NOTICE

**AMENDED**

**COMMITTEE/BOARD:** Common Council  
**DATE OF MEETING:** September 11, 2018 (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. Rules of the City of Onalaska Common Council and its Sub Committees – Harassment Free Forum
4. **PUBLIC INPUT: (limited to 3 minutes/individual)**
5. **REPORT FROM THE MAYOR:**
  - A. Proclamation for Jerry Horman
  - B. Library Statistics
  - ⇒ C. Appointment of Joe Davis to Technology Advisory Committee
  - ⇒ D. Remembrance of 9-11

## 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.

## 6. Consent Agenda

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

### FINANCE COMMITTEE

- B. Accept Omni Center Financials for 2018
- C. Accept General Fund Financials 2018

### PERSONNEL COMMITTEE

- D. Approval of the City of Onalaska Election Contingency Plan
- E. Approval of changes to the following job descriptions:
  1. Paid on Call Firefighter/EMT to Part-Time Firefighter/EMT
  2. Paid on Call Lieutenant to Part-Time Lieutenant
  3. Firefighter/EMT
  4. Lieutenant

### NOTICES MAILED TO:

\*Mayor Joe Chilsen \_\_\_\_\_  
 \*Ald. Jim Binash \_\_\_\_\_  
 \*Ald. Jim Olson \_\_\_\_\_  
 \*Ald. Jerry Every \_\_\_\_\_  
 \*Ald Ron Gjertsen \_\_\_\_\_  
 \*Ald. Diane Wulf \_\_\_\_\_  
 \*Ald. Kim Smith \_\_\_\_\_  
 City Attorney City Administrator \_\_\_\_\_  
 Dept Heads La Crosse Tribune \_\_\_\_\_  
 Coulee Courier FOX \_\_\_\_\_  
 WKTY WLXR WLAX WKBT WXOW \_\_\_\_\_

Angel Benrud \_\_\_\_\_  
 \_\_\_\_\_  
 Nicholas Roush/Paul Gleason \_\_\_\_\_  
 Terry Weiland \_\_\_\_\_  
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 \_\_\_\_\_  
 Onalaska Public Library Onalaska Omni Center \_\_\_\_\_

\*Committee Members

Date Mailed & Posted: 9-10-18

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

- F. Approval of Operator's Licenses as listed on report dated September 5, 2018
- G. Approval of Special Events Permits for Down Syndrome Awareness Walk on September 15, 2018 from 10am-2pm starting at the Onalaska Omni Center, 255 Riders Club Road, Onalaska
- H. Approval of Change of Agent for Kwik Trip #643, 1276 Crossing Meadows Drive, Onalaska, to Paul Schwartz

### BOARD OF PUBLIC WORKS

- I. Approval of Harter's Quick Clean-up Solid Waste Contract for removal of recycling plastics #3, #6 and #7
- J. Approval of Professional Engineering services for Supervisory Control and Data Acquisition (SCADA) computer and software installation by Strand Associates in the amount of \$8,000
- K. Approval of Professional Engineering construction related services for Main Street and Sand Lake Road / 12<sup>th</sup> Avenue Traffic Signal Improvements Project by Strand Associates in the amount of \$4,900
- L. Denial of Abbey Road Project design amendment #1 for the addition of Commerce Road

### PLAN COMMISSION

- M. Approval of an annexation application of Tax Parcel #9-63-3 (0.04 acres) filed by Nicholas Roush, Roush Rentals, 707 La Crosse Street, Office 102, La Crosse, WI 54601 on behalf of Elmwood Partners, 1859 Sand Lake Road, Onalaska, WI 54650

### UTILITIES COMMITTEE

- N. Approve Shared Ride Fare Increase Effective 1-1-2019
- O. Accept Shared Ride Transit Financials
- P. Approve Disadvantaged Business Enterprise (DBE) requirements/modifications to goals and plan
- Q. Set Public Hearing for Disadvantaged Business Enterprise (DBE) goal/plan for October 3, 2018 at 7:00 PM or immediately following public input
- R. Accept 2018 Storm Water Financials
- S. Accept 2018 Sewer Financials
- T. Accept 2018 Water Financials

### ROOM TAX COMMISSION

- U. Accept 2018 Room Tax Financials

### JOINT MUNICIPAL COURT COMMITTEE

- V. Accept 2018 Joint Municipal Court Financials

## Non-Consent Agenda

### 7. RECAP ITEMS PULLED FROM THE CONSENT AGENDA

### 8. FINANCE COMMITTEE

- A. Vouchers

### 9. PLAN COMMISSION

- A. Approval of a Certified Survey Map (CSM) submitted by Terry Weiland, 600 L Hauser Road, Onalaska, WI 54650, to create three (3) buildable lots and two (2) outlots (2.434 total acres) from one (1) parcel at 2225-2231 Abbey Road, Onalaska, WI 54650 (Tax Parcel # 18-4511-301)

### 10. REPORT FROM CITY CLERK

- A. Preliminary estimate of January 1, 2018 population

11. **CLOSED SESSION**

⇒ To consider a motion to convene in closed session under Section 19.85(1)(e) 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.

- Transfer of Parcel of Dash-Park to SkogenHeim. LLC for restaurant expansion

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

**Adjournment**

#5-A

PROCLAMATION:  
for  
JERRY HORMAN DAY

WHEREAS, Gerald "Jerry" Horman was born into a large family on January 29, 1937, and

WHEREAS, Jerry was born into one of the old time original families of Onalaska, and

WHEREAS, Jerry was a dutiful husband to Marcella his devoted wife of 50 years, and

WHEREAS, Jerry was a strong supporter of everything and anything Onalaska from the High School to the Parks to the City itself, and

WHEREAS, Jerry was well versed and could converse about the athletics and politics of Onalaska and the State of Wisconsin, and

WHEREAS, Jerry was a proud veteran of the US Army, and

WHEREAS, Jerry was well respected by everyone he met and set an outstanding example for all to see, and

WHEREAS, the City of Onalaska will miss Jerry for the man and the gentleman that he was.

NOW, THEREFORE, I Joe Chilsen, Mayor of the City of Onalaska, do recognize and proclaim September 23<sup>RD</sup> 2018 as Jerry Horman Day 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 set my hand and caused the Seal of the City of Onalaska to be affixed this eleventh day on September 2018.

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Caroline Burmaster, City Clerk  
City of Onalaska

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Joe Chilsen, Mayor  
City of Onalaska

# Joseph J Davis

203 3<sup>rd</sup> Ave N  
Onalaska, WI 54650  
(608) 547-6339  
josephjdaviswi@gmail.com

## Qualifications

- o 6 years of IT administration experience
- o Holds multiple degrees and certifications in IT
- o Specializes in Windows, UNIX, Linux servers, hardware, software, networking, security

## Education

### Western Technical College

La Crosse, WI

Technical Diploma: IT - Computer Support Technician, May 2013  
Associate's Degree: IT - Computer Support Specialist, August 2014  
Technical Diploma: IT - Network Systems Technician, April 2017

## Experience

### RAM Systems, Inc.

La Crosse, WI

IT Administrator

August 2012 - Present

- o Linux, UNIX, and Windows server administrator
- o Provide in-house and remote PC, server, cell phone, tablet, and handheld support

PACKET: 02532 License Packet Sept Operators

SEQUENCE: License #

#6-F

ID	PERIOD	-----NAME-----		LICENSE CODE
01776	8/21/18- 6/30/20	SCHROEDER	MARK	OPRATOR OPERATORS - 2 YEAR
05245	8/27/18- 6/30/20	SANDS	JAKOB	OPRATOR OPERATORS - 2 YEAR
05270	8/27/18- 6/30/20	ANGELINI	ANNAMARIA	OPRATOR OPERATORS - 2 YEAR
05285	9/04/18- 6/30/20	LEE	MEGAN ERIKA	OPRATOR OPERATORS - 2 YEAR
05290	8/08/18- 6/30/20	NICOLAI	JASON	OPRATOR OPERATORS - 2 YEAR
05322	8/22/18- 6/30/20	HENDRICKSON	LAURA	OPRATOR OPERATORS - 2 YEAR
05326	8/22/18- 6/30/20	CARPENTER	MELANIE	OPRATOR OPERATORS - 2 YEAR
05327	8/23/18- 6/30/20	GALLOGHER	JACQUELINE	OPRATOR OPERATORS - 2 YEAR

September 11, 2018

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 14, 2018

The total is: \$1,680,198.66

8/15/2018 AP Packet 2223 - July 2018	\$1,988.10
8/15/2018 AP Packet 913 - City Payroll 8/17/18	\$172,645.85
AP Packet 911 - Fire Payroll 8/17/18	\$3,461.15
AP Packet 913 - City Payroll Drafts	\$102,541.22
AP Packet 911 - Fire Payroll Drafts	\$580.56
AP Packet 2235 - Deferred Payables	\$45,931.64
8/20/2018 AP Packet 2239 - August 2018	\$500.00
8/27/2018 AP Packet 2242 -August 2018	\$83,431.92
8/31/2018 AP Packet 917 - City Payroll 8/31/18	\$191,411.25
AP Packet 917 - City Payroll Drafts	\$104,569.56
AP Packet 2246 - Deferred Payables	\$10,763.80
9/6/2018 AP Packet 2247 - September 2018	\$28,982.59
9/10/2018 AP Packet 2253 - Reprint	\$158.63
9/11/2018 AP Packet 2255 - VOID	-\$75.00
AP Packet 2256 - September 2018	\$60.00
9/11/2018 AP Packet - September 2018 (includes ACH)	\$933,247.39

Total

\$1,680,198.66

Finance Committee Signatures

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REQUEST FOR ACTION & POSSIBLE CONSIDERATION BY  
COMMON COUNCIL:**

September 11, 2018

**Agenda Item #9-A:**

**Approval of a Certified Survey Map (CSM) submitted by Terry Weiland, 600 L Hauser Road, Onalaska, WI 54650, to create three (3) buildable lots and two (2) outlots (2.434 total acres) from one (1) parcel at 2225-2231 Abbey Road, Onalaska, WI 54650 (Tax Parcel 18-4511-301).**

1. Street and utility improvements to be installed to City standards for future street to Westerly lot line of Lot 3 (approximately 100 feet west of Abbey Road Westerly right of way). Temporary cul de sac to be installed at end of improvements. Street and utility improvements may be deferred until development of Lot 2. Lot 2 may not be developed until improvements have been installed and accepted by the City of Onalaska. **UPDATED CONDITION**
2. Recorded copy of Final CSM to be submitted to City Engineering Department.
3. New lot pins required for all new parcels. Intermediate lot stakes required for all lots over 150' in depth.
4. CSM shall note all easements.
5. Any future improvements to these parcels may be subject to additional City permits (i.e., building permits, zoning approvals).
6. All conditions run with the land and are binding upon the original developer and all heirs, successors, and assigns. The sale or transfer of all or any portion of the property does not relieve the original developer from payment of any fees imposed or from meeting any other conditions.
7. Any omissions of any conditions not listed in committee minutes shall not release the property owner/developer from abiding by the City's Unified Development Code requirements.



Demographic Services Center  
 P.O. Box 8944  
 Madison, WI 53708-8944

#10-A

August 10, 2018

000783  
 CAROLINE L. BURMASTER  
 CLERK, CITY OF ONALASKA  
 415 MAIN ST  
 ONALASKA WI 54650-2953

Dear Municipal Clerk:

The Demographic Services Center's preliminary estimate of the January 1, 2018 population for the City of Onalaska in La Crosse County is 18,788. This represents a change of 1,052 persons (5.93%) since the 2010 Census.

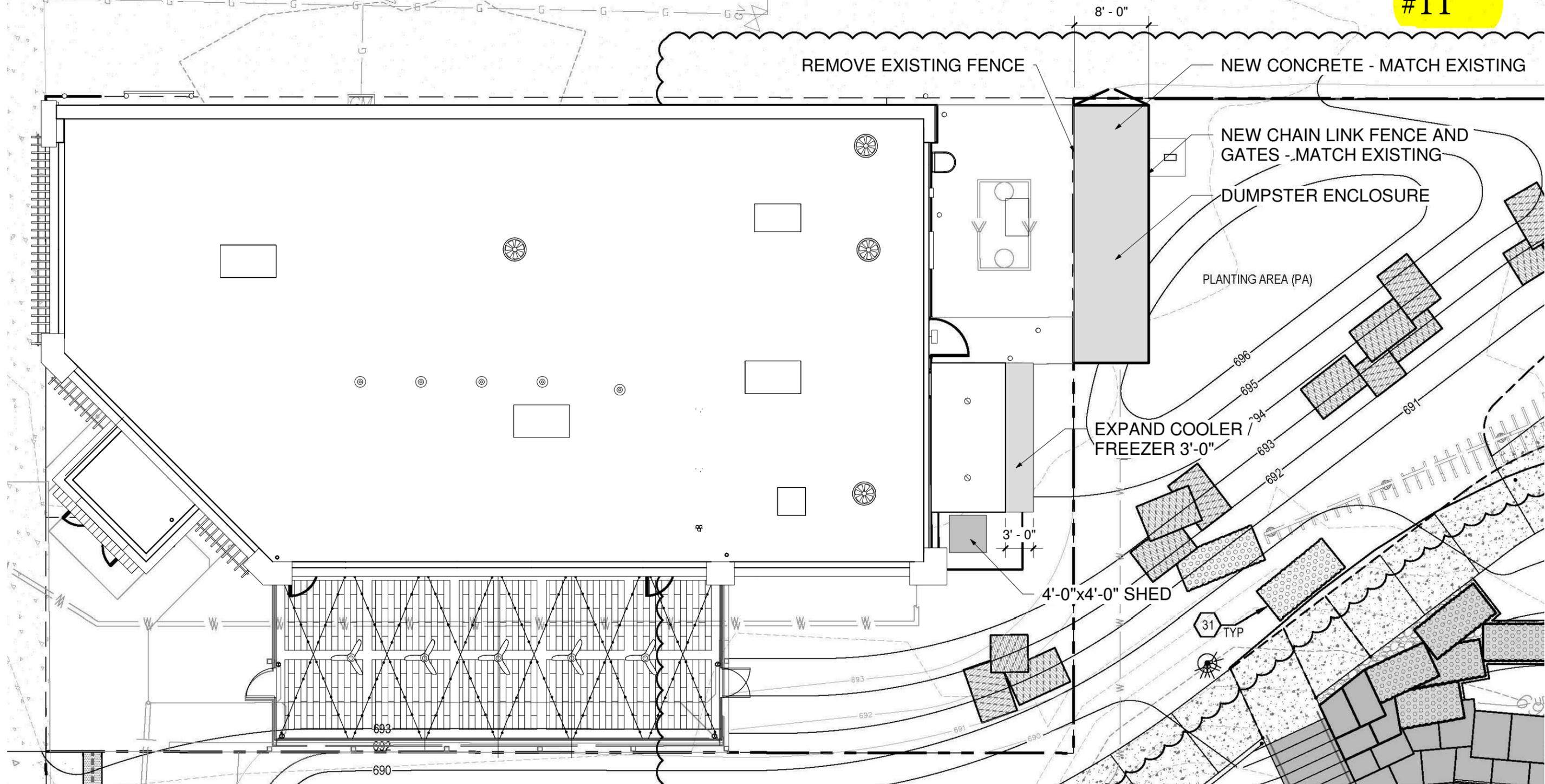
Wisconsin's total population is estimated at 5,816,000 which is a change of 110,516 persons and 1.94%.

Following is a summary of the data we used in estimating your population:

	2010 Census Count	2018 Preliminary Estimate
2010 U.S. Census Count	17,736	
January 1, 2018 Estimate		18,788
Motor vehicles registered	19,895	20,456
Percent of vehicles in State	0.377%	0.376%
Income tax filers	13,046	13,469
Percent of filers in State	0.358%	0.397%
Filers plus dependents	17,463	17,598
Percent of filers plus dependents in State	0.353%	0.397%
Income tax returns	8,850	9,366
Percent of income tax returns in State	0.345%	0.384%
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 48 housing units for calendar year 2017. (If we did not receive a survey from you, we estimated your change in housing stock or used other sources.)

Approximately 14,270 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.



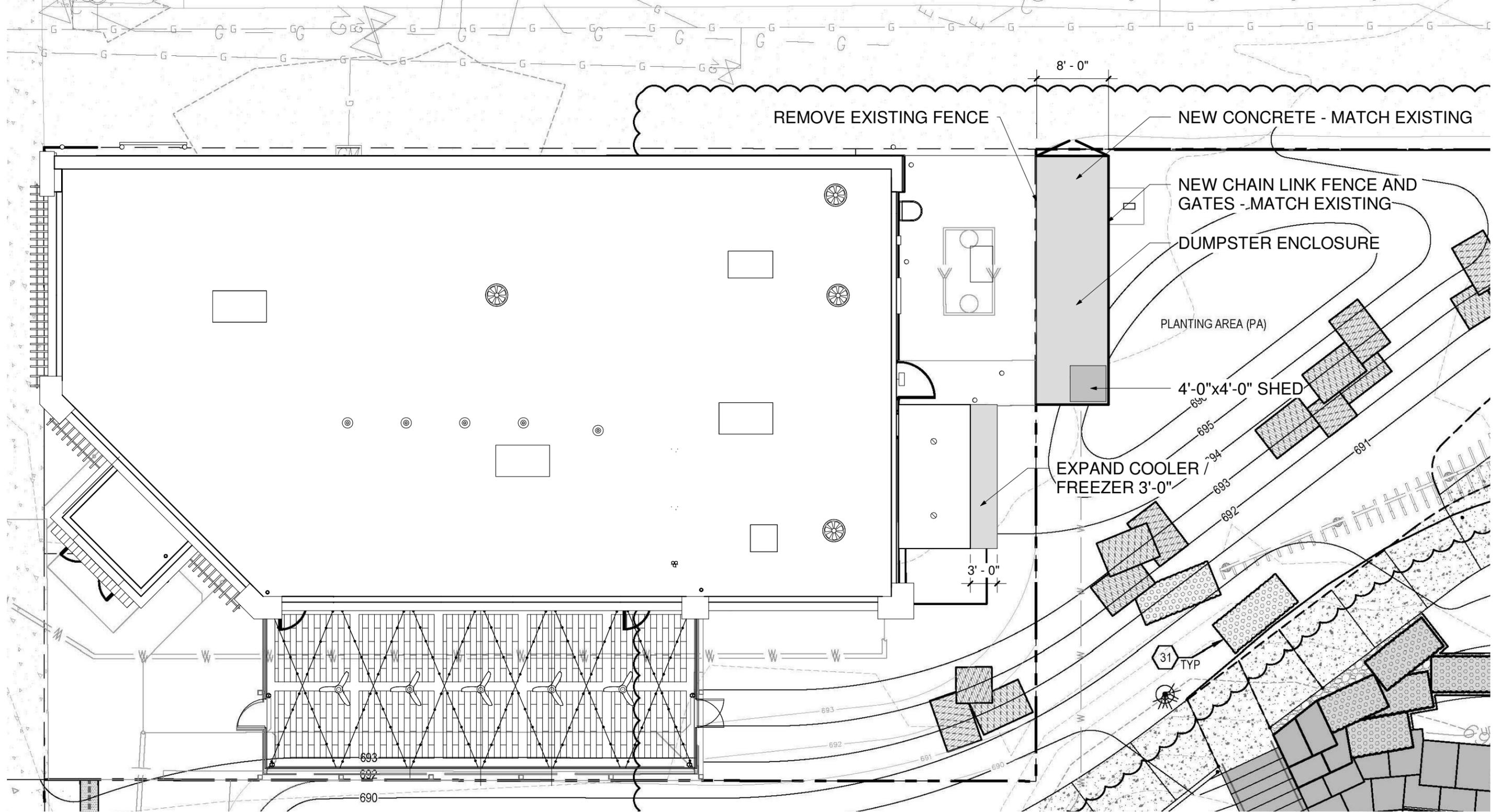
PROJECT NUMBER: 17005  
 DATE: 08-01-2018

**DAVID REAY'S**  
 214 Main Street  
 Onalaska, WI 54650

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2700 National Drive, Suite 101  
 Onalaska, Wisconsin, 54650  
 608-881-6007  
 www.DBSG.com



PROJECT NUMBER: 17005  
 DATE: 08-01-2018

8/1/2018 1:20:08 PM

**DAVID REAY'S**  
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 Onalaska, WI 54650

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