

**Common Council
of the City of Onalaska**

Tuesday, December 10, 2019

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1 The Meeting of the Common Council was called to order at 7:00 p.m. on Tuesday, December 10,
2 2019. 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. Tom Smith,
5 Ald. Dan Stevens, Ald. Jim Olson, Ald. Kim Smith, Ald. Diane Wulf

6
7 Also Present: City Administrator Eric Rindfleisch, City Clerk Cari Burmaster, City Attorney
8 Amanda Jackson, Financial Services Director/Treasurer Fred Buehler, Human Resource Director
9 Hope Burchell, City Engineer Jarrod Holter, Parks and Recreation Director Dan Wick, Police
10 Chief Charles Ashbeck, Fire Chief Billy Hayes

11

12 **Item 2 – Pledge of Allegiance**

13

14 The Pledge of Allegiance was recited.

15

16 **Item 3 – Rules of the City of Onalaska Common Council and its Sub Committees –**
17 **Harassment Free Forum**

18

19 Mayor Chilsen read the following: “*City Council, Committee, and Sub-Committee meetings shall*
20 *be conducted in a courteous manner. Citizens, Council, and Committee members shall be*
21 *allowed to state their positions in an atmosphere free of slander, insults, obscene remarks,*
22 *threats of violence, or for the use of the Common Council or any Committee meeting as a*
23 *platform for political positions. Sufficient warning may be given by the Sergeant of Arms at any*
24 *time during the remarks, and in the event that any individual shall violate the rules of decorum*
25 *heretofore set forth, such person may be cut off from further comment or debate.*”

26

27 **Item 4 – PUBLIC INPUT: (limited to 3 minutes/individual)**

28

29 Mayor Chilsen called for anyone wishing to provide public input.

30

31 **Park Hunter, Pastor, Onalaska United Methodist Church**

32 **212 4th Avenue North**

33 **Onalaska**

34

35 “I brought with me some of our choir, and I’m going to encourage them to gather over there. I’ll
36 begin by saying, ‘Happy Holidays,’ because there are 14 major religious festivals celebrated by
37 various religions during the month of December. For Christians, we are working our way up
38 toward Christmas. I’m going to offer a short prayer, and then we’re going to carol for you and
39 we’ll get it done in three minutes.”

40

41 Mayor Chilsen told Pastor Hunter he will be allowed to exceed the three-minute time limit.

42

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43 Pastor Hunter said, “My prayer is simply that of peace on Earth and goodwill to all people. After
44 we sing, we’re going to slip out. We’re playing hooky from choir practice, but this Sunday is
45 our big cantata. We have about an 80-person choir and orchestra. We’ll be performing at 8:30
46 and 11 o’clock, and anybody is welcome. We’ll sing for you and wish you a Merry Christmas.”

47
48 The choir performed “Deck The Halls.”

49
50 **Jenny Akins**
51 **867 Olympic Drive**
52 **Onalaska**

53
54 Jenny told the Council she and her husband reside in Green Coulee and noted they had moved to
55 the City of Onalaska three years ago from southern California to live closer to family. Jenny said
56 she had grown up in Winona, Minnesota, and she told the Council she is employed by Edward
57 Jones Investments and has an office next to Caribou Coffee. Jenny told the alderpersons she
58 would appreciate their consideration to be appointed to the Plan Commission.

59
60 **Susan Schoenberger**
61 **1809 Putter Court**
62 **Onalaska**

63
64 Susan noted she has copies of the original petition she had submitted to Jarrod regarding the
65 installation of a no-parking zone on the north side of Putter Court for the first 225 feet, and she
66 provided Cari with a copy of the petition. Susan read the following: *“We have a safety concern.
67 My husband and I have lived on Putter Court since 1980, and we and our neighbors have never
68 had trouble getting in or out of Putter Court until recently. Then two years ago, a home was
69 built on the vacant lot at the southeast entrance to Putter Court. With the subsequent parking on
70 both sides of this narrow substandard width road, we now experience entrance problems to
71 Putter Court. The narrow two-lane access road is now at times reduced to a very narrow one-
72 lane road, at best. This results in numerous bottlenecks and occasional mini traffic jams,
73 requiring one or the other driver to back up. For example, on several occasions the snowplow
74 was forced to back out and return later to clear the road. If the snowplow can’t access Putter
75 Court, neither can fire trucks or First Responders or other large emergency vehicles. This has
76 created a safety issue. This is especially concerning to us, as my husband has cardiac problems
77 which required emergency vehicles to respond on several occasions.*

78
79 *As residents of the City of Onalaska, emergency vehicles should have unhindered year-round*
80 *access to Putter Court, as well as any other vehicles. This proposal supports that expectation.*
81 *There are seven homes that border Putter Court. The owners of five of these homes have signed*
82 *and support this proposal. The two remaining homes border Green Coulee Road and therefore*
83 *already have emergency vehicle access from Green Coulee Road. The remaining five homes rely*
84 *solely on Putter Court for those services and need clear access for that purpose. We hope you*

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85 *realize the deep concern we have for this safety situation and vote in favor of a no-parking zone*
86 *on the north side of this very narrow segment of Putter Court to be quickly established.”*

87

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

90

91 **Item 5 – PUBLIC HEARING: Approximately 7:00 P.M. (or immediately following Public**
92 **Input) to consider adoption of a Resolution requesting waiver from state mandate**
93 **regarding Housing Affordability Report 2020 deadline (Resolution addressed under Non-**
94 **Consent Agenda Item #15-A)**

95

96 Amanda told the Council this item will be addressed under Item 15-A, but she also said the
97 Council must hold a public hearing as part of the waiver request. Amanda said a state mandate
98 that was part of Act 67 requires two reports to be completed and submitted by January 1.

99 Amanda said the city is experiencing a “perfect storm” as it is currently rewriting the Zoning
100 Code and will be conducting a Fee Study. Therefore, it is logical for the city to request a waiver.
101 Amanda said, “Doing a comprehensive report on housing affordability for this year, especially
102 with [Planning Manager] Katie [Aspenson] out as well, didn’t seem to make a lot of sense, so
103 we’re looking at trying to get a waiver for that.”

104

105 Mayor Chilsen opened the public hearing and called for anyone wishing to speak in favor of
106 requesting a waiver from the State of Wisconsin mandate regarding the Housing Affordability
107 Report 2020 deadline.

108

109 Mayor Chilsen called three times for anyone wishing to speak in favor of requesting a waiver
110 from the State of Wisconsin mandate regarding the Housing Affordability Report 2020 deadline
111 and closed that portion of the public hearing.

112

113 Mayor Chilsen called three times for anyone wishing to speak in opposition to requesting a
114 waiver from the State of Wisconsin mandate regarding the Housing Affordability Report 2020
115 deadline and closed the public hearing.

116

117 **Item 6 – REPORT FROM THE MAYOR:**

118

119 A. Recognition of two awards won by local area business 7 Rivers Recycling, LLC:

120

- 121 • “Force for Positive Change” by the WI Alumni Research Foundation for excellent
122 work in the community and dedication to environmental sustainability
- 123 • “Recycling Excellence” from the WI Department of Natural Resources for
124 outstanding recycling efforts, waste minimization, innovation and performance

125

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126 Brian Tippetts, one of 7 Rivers Recycling’s owners, told the Council the Wisconsin DNR
127 awarded 7 Rivers Recycling the “Recycling Excellence” Award for its efforts in recycling
128 mattresses. Brian noted 7 Rivers Recycling is the state’s lone mattress recycler and said 7 Rivers
129 Recycling is supported by the City of Onalaska, the City of La Crosse, La Crosse County, and
130 Houston County. Brian said 7 Rivers Recycling receives mattresses from Milwaukee, Mankato,
131 Minnesota, and municipalities located north of the Twin Cities. Brian said 7 Rivers Recycling
132 has been recycling mattresses for five years and noted 7 Rivers Recycling has enjoyed double-
133 digit growth, including more than 50 percent in the last year alone.

134
135 Brian addressed the second award 7 Rivers Recycling had received, noting the “Force for
136 Positive Change” award from the Wisconsin Alumni Research Foundation, which distributes
137 several awards every year for organizations that do social and environmental impact for social
138 and environmental entrepreneurship. Brian told the Council that 7 Rivers Recycling had received
139 \$10,000 as part of the award, and he said those funds will be earmarked toward some of the
140 material taken out of mattresses for which there are no uses. Brian noted mattress belts are
141 placed in the disturbed soil at Riverside Park in La Crosse and said visitors to the Rotary Lights
142 are walking on the belts rather than the dirt. Mattress belts also are utilized as landscaping fabric
143 and mover’s blankets. Brian said 7 Rivers Recycling gives four bundles of the belts every
144 couple of weeks to the Habitat ReStore, which then sells them. Brian told the Council that 7
145 Rivers Recycling receives more than it is able to sell and said the organization is attempting to
146 develop a market for them. Brian said 7 Rivers Recycling will utilize the \$10,000 for attempting
147 to make the belts into commerce. Brian showed the Council the “Force for Positive Change
148 Award,” which 7 Rivers Recycling received in November at Lambeau Field, and the “Recycling
149 Excellence” award from the Wisconsin DNR.

150
151 B. Presentation by Peter Fletcher, Executive Director of the La Crosse Area Planning
152 Committee (LAPC)

153
154 Peter noted he is a Coon Valley native and was employed for four years as a planner in the
155 Milwaukee area, as a planner for seven years with Trempealeau County, and he also served as a
156 planner for 15 years with the Mississippi River Regional Planning Commission. Peter said that
157 per federal requirements, every urbanized area with a population of more than 50,000 must have
158 a Metropolitan Planning Organization (MPO). Peter said the governors from both Wisconsin
159 and Minnesota designated the La Crosse Area Planning Committee as the MPO for the La
160 Crosse/La Crescent Urbanized Area. The LAPC serves as the policy board of the MPO, and it is
161 comprised of the highest-ranking elected official of each member community. Peter said the
162 MPO planning area is defined as the urbanized area, plus a 20-year projected growth area. An
163 urbanized area is located within the planning area. Peter explained that the urbanized area is the
164 built environment, and the planning area includes 16 local municipalities – 13 in Wisconsin, and
165 three in Minnesota. There are 14 MPOs in Wisconsin, and eight in Minnesota. The LAPC is
166 one of two bi-state MPOs.

167
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168 Peter said there are three federally required functions of an MPO:

169

170 • Develop and maintain a Long-Range Transportation Plan (Coulee Visions 2040, which is
171 updated every five years) that provides a multimodal investment strategy for meeting the
172 mobility needs of people and businesses throughout the MPO area.

173 • Develop a Unified Planning Work Program that helps ensure that provisions of state and
174 federal laws pertaining to regional transportation planning are implemented in each MPO
175 planning area.

176 • Develop a Transportation Improvement Program (TIP) which prioritizes improvement
177 projects for federal funding purposes. In order for MPO communities to receive federal
178 transportation funding, projects must be identified and prioritized within the TIP
179 document. Peter noted the City of Onalaska recently was approved to receive four
180 additional Shared Ride vehicles and said the city is able to receive funding because it had
181 been included in the TIP document.

182

183 Peter noted that 80 percent of the funding for the LAPC and MPO comes from federal sources, 5
184 percent comes from state departments of transportation, and 15 percent comes from local unit of
185 government members. Peter said the MPO's future initiatives are as follows:

186

187 • More public outreach to keep MPO communities up to date on what is being done.
188 • Continue to be a forum for regional collaboration such as the Fire/EMS Collaboration
189 Study. A portion of the funding for the study, which will occur in January, comes from
190 the LAPC.

191 • Exploring new programs to benefit LAPC members.

192

193 C. Presentation from Superintendent of Onalaska Schools – Todd Antony

194

195 Superintendent Antony noted he also had served for eight years as the principal of Irving
196 Pertzsch Elementary School and the Director of Elementary Education for the School District of
197 La Crosse prior to being named Superintendent of the Onalaska School District earlier this year.
198 Superintendent Antony noted that while he had grown up in Monticello, Minnesota, both his
199 mother and his father had grown up in this area. Superintendent Antony said his grandmother
200 had once told him her mother-in-law had lived in Onalaska and worked at Page's Grocery Store,
201 which now is Mary Cody's Restaurant, and that he had seen a photograph of his mother riding a
202 tricycle outside of her home on 9th Avenue and Green Street. Superintendent Antony said he is
203 excited to be leading the Onalaska School District and working with the city on several different
204 collaborative projects, including working with Police Chief Ashbeck on selecting a new School
205 Resource Officer, working with Jarrod on projects, and speaking with Mayor Chilsen about other
206 opportunities for possible collaboration. Superintendent Antony also praised Assistant City
207 Engineer Kevin Schubert for communicating with the principals in the district regarding the
208 projects that might affect the daily operations of a school.

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209

210 Ald. Olson told Superintendent Antony he is pleased to meet him, said he has been told that
211 Superintendent Antony is doing a fantastic job, and he thanked him for what he is doing.

212

213 Ald. T. Smith noted he had previously served on the Onalaska School Board and has known
214 Superintendent Antony for several years, and he said Superintendent Antony has been a great
215 asset and he wished him well.

216

217 D. Library Statistics

218

219 Mayor Chilsen reported that through November nearly 160,000 individuals had patronized the
220 library, with nearly 8 percent of those individuals (7.78 percent) coming from the City of La
221 Crosse. Mayor Chilsen reported \$1,275 in revenue for room rentals has been collected year-to-
222 date. This is an increase of 12.51 percent.

223

224 E. Appointment of Jenny Akins, 867 Olympic Drive, Onalaska to the Plan Commission

225

226 Motion by Ald. Wulf, second by Ald. T. Smith, to approve the appointment of Jenny Akins, 867
227 Olympic Drive, Onalaska, to the Plan Commission.

228

229 Ald. Stevens noted he has gotten to know Jenny through various charitable activities in the city
230 and described as being “a relatively detailed [and] a very good person.” Ald. Stevens added he
231 believes the city is very fortunate to have Jenny serve on the Plan Commission.

232

233 On voice vote, motion carried.

234

235 F. Discussion and possible action on the vacancy created by the resignation of Third
236 Aldermanic District Council Member, Boondi Iyer

237

238 City Administrator Rindfleisch told the Council Boondi Iyer had resigned her position November
239 15 as Third District Alderperson as she has moved out of the City of Onalaska. City
240 Administrator Rindfleisch referred to the memo Amanda had written that was included in
241 Councilmembers’ packets and asked Amanda to discuss the possible options of filling the vacant
242 seat.

243

244 Amanda said the city’s options are as follows:

245

- 246 • Appoint an individual for the remainder of the term, which runs through April 2021.
- 247 • Appoint an individual until the spring 2020 election.
- 248 • Leave the position vacant and hold a spring election.
- 249 • Appoint an individual until a special November election.

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- 250 • Leave the position vacant and have a special November election.
251

252 Amanda told the Council this is largely a policy decision, and she also pointed out there is a cost
253 to holding a special November election, and there would be a lengthy vacancy. Therefore,
254 Amanda cautioned against holding a special election. Amanda said she believes the three
255 primary options are to appoint an individual to serve the remainder of former Ald. Iyer's term;
256 appoint an individual until the spring 2020 election; or leave the seat vacation and hold a spring
257 election.

258
259 City Administrator Rindfleisch noted one of his roles is to provide the Common Council with
260 policy recommendations, and he pointed out Third District constituents will be voting on a two-
261 year term in April 2020 (Ald. K. Smith's seat). City Administrator Rindfleisch said two
262 elections would be held simultaneously in the Third District – one two-year term, one one-year
263 term – if someone is appointed to fill the vacant seat until April 2020, and he cautioned that there
264 could be confusion as to which individual is running for which position.
265

266 Ald. Stevens said he does not believe holding special election in November would be optimal,
267 noting the person would have to run for the seat, win, and then file in December to run for re-
268 election in April 2021. Ald. Stevens said he agrees with City Administrator Rindfleisch's
269 rationale not to leave the position vacant and hold a spring election in April 2020. Further, Ald.
270 Stevens said he does not support appointing an individual until the April 2020 election and stated
271 it appears the best option is to appoint an individual for the remainder of former Ald. Iyer's term.
272

273 Motion by Ald. Stevens, second by Ald. Wulf, to appoint an individual to serve as Third District
274 Alderperson for the remainder of former Alderperson Boondi Iyer's term.
275

276 Ald. K. Smith, who is running for reelection in April 2020, told the Council she will be
277 abstaining from voting on this motion as she does not want her position on this to affect any bias
278 she might have.
279

280 Ald. Wulf asked Amanda if a special November election would be outside the general election.
281

282 Cari said it would be considered a special election because it is not a normal office to appear on a
283 November election. This means the city would be running a non-partisan office with partisan
284 offices. Cari said this would affect the city's expenses as it is not a ballot for which the city
285 budgets.
286

287 Ald. Wulf asked if the election would be held the first Tuesday of November 2020.
288

289 Cari said it would be the first Tuesday after the first Monday.
290

291 Ald. Wulf thanked Amanda for providing the Council with the possible options of filling the
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292 vacant seat, and she noted that in the recent past two Third District alderpersons have
293 simultaneously run for one- and two-year terms. Ald. Wulf said she understands it can be
294 confusing for voters as they sometimes think the individuals are running against each other rather
295 than running for individual seats. Ald. Wulf also stated she does not believe that is fair to the
296 two individuals who are running, and she said she will support appointing an individual to serve
297 the remainder of former Ald. Iyer's term.

298

299 Ald. T. Smith said he also supports appointing an individual to serve the remainder of the term,
300 noting doing so would be simpler and less confusing. Ald. T. Smith said, "It's a long term, but
301 they'll be back on the right schedule with everybody else."

302

303 On voice vote, motion carried, 4-0, with one abstention (Ald. K. Smith).

304

305 Ald. Wulf noted she had spoken with Mayor Chilsen earlier in the evening regarding what she is
306 about to present. Ald. Wulf said, "I have served on this Council when we have appointed
307 someone to complete an alderperson's term. I have to say I was uncomfortable with the process
308 the last time, and that is why I am proposing we add to this process. Currently, the Mayor
309 recommends, and then the Council votes to confirm. What I am proposing doesn't even suggest
310 to change that. I'm simply asking for more information. In the past, candidates have sent in a
311 bio, the Mayor has reviewed them, then puts a name forth for a vote. The last time we did this in
312 2013, I believe bios were shared with all members of Council. The candidates were given three
313 minutes to give a short speech as to who they were, then the Mayor chose at that time not to
314 draw one specific name to be voted upon, but rather have names drawn randomly out of a box to
315 be voted upon. We went through four names before anyone received enough votes to be
316 awarded the seat. I, for one, would like to change that this year, and also going forward.

317

318 Because we have decided this evening to appoint someone for the remainder of the 15-month
319 term, I think it is in everyone's best interest if we arm ourselves with as much information as
320 possible in order to make the best decision for the City of Onalaska. I think appointing a piece of
321 paper, and appointing from a three-minute public input speech, should become a thing of the
322 past. We can, and should, do better. I have been in contact with Tara Johnson, the La Crosse
323 County Board Chair, and asked her for their process – what La Crosse County uses when filling
324 open seats. This is just one example. I contacted her mainly because I was aware of their
325 process and thought it could be a good example for us to possibly look at. They have appointed
326 two seats in the past year. She shared the process with me, and I've given each of you a handout
327 for your review. I suggest we continue the process as our ordinance directs, as it also states the
328 Council may direct the medium used to publicize the vacancy. I would suggest we ask staff to
329 put out some type of news release similar to [La Crosse] County, obviously making changes, as
330 needed, to reflect the city side. We could also advertise either in the La Crosse Tribune or
331 Coulee Courier, and post the release where we currently post all of our legal notices. I think we
332 should also place it on our county website, on our front landing page. Tonight, we would need to
333 discuss, agree upon, and set specific dates for the press release.

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334
335 My main part of this discussion that I feel most strongly about is my suggestion to hold
336 interviews with the candidates, whether it's a panel discussion, interviews – whatever you want
337 to call it. Alderperson Kim Smith, who is [Finance and Personnel Committee] Chair, recently
338 suggested to me that the Mayor and I, as Council President, could come up with a set of
339 questions that would be posed to all candidates. These questions should then be reviewed by
340 [Human Resources] and legal. Also, if there were several applicants, possibly the Mayor
341 winnows the number to a number of three, perhaps – it's just a suggestion – or do we interview
342 all? That's up for debate and [it's] possibly an Amanda question. I think the interviews should
343 be open to all Councilmembers, with a strong suggestion you either attend all or none in order to
344 fairly gather information. That's also what La Crosse County does. These interviews would be
345 posted and noticed, and informational gathering only where no votes would be taken. After all
346 interviews are completed, the Mayor still retains the right to recommend a candidate at the
347 January 2020 Council meeting [January 14], then Council will vote to approve or not the
348 recommendation. I will add that Tara told me that during the interviews, County Board
349 Supervisors rank the top three candidates, and that information is turned into her for feedback.
350 But she still retains the right to appoint, regardless of the information received. I'm not
351 suggesting we do that, but only providing the process.

352
353 Finally, again, I'm not proposing changing anything – just adding to the information-gathering
354 process to assist us in making the best possible decision. If anything, I believe adopting the
355 interview process will further legitimize our appointment in January.”

356
357 Ald. Stevens asked Ald. Wulf if the alderpersons would have the ability to ask other questions in
358 addition to the list of questions she and Mayor Chilsen decide upon. Ald. Stevens said one
359 candidate might provide straightforward answers, but another candidate might present material
360 that the alderpersons wish to further explore. Ald. Stevens asked, “Is there a reason that we
361 legally would confine where everybody has the same question? Or will we have the ability to do
362 back-and-forth?”

363
364 Amanda said, “There are reasons not to go outside the set questions,” and she said she will defer
365 to Hope to provide further explanation.

366
367 Hope said, “Typically we don't go off of script unless it directly relates to ... The reason for that
368 is typically we want to steer away from potential discriminatory questions or questions that
369 would be inappropriate or don't give other applicants an opportunity to speak and give the same
370 kind of information forward as well. That's kind of why we gear the interview questions strictly
371 to specific questions on trying to relate to that information. I understand why we want to ask
372 more follow-up questions. But at the same time, there is a danger in that.”

373
374 Ald. Stevens told the Council he favors attempting to obtain as much information as possible.
375 Ald. Stevens noted he has conducted interviews at his place of business and said, “They start out

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376 with the same general set of questions, but how it evolves is different based on the uniqueness of
377 the individual. I get it if there are legal reasons, but it seems like we might be losing something
378 in the process. That said, I think it's a better idea than not doing it."

379

380 Ald. Wulf told the Council what she has presented this evening is a general idea and said she has
381 brought this proposal forward for discussion. Ald. Wulf said, "I think we need to have a better
382 process than what we do right now. I think the more information we have, the better decision
383 we'll be able to make for everyone."

384

385 Ald. T. Smith said, "I like the idea of it, but this is an elected position. Even though we're
386 appointing it, it's still an elected position. ... If you're running for office, you would have a
387 debate or you would talk about what you would be standing for or representing for the city.
388 Wouldn't we gear those kinds of questions to that kind of stuff in the questions we ask no matter
389 who it is? If it's an elected position, you would be consistent if you're running against
390 somebody, knowing it is appointed. I think we can't lose sight of that, either."

391

392 Ald. K. Smith stated she believes what Ald. Wulf is suggesting is an improvement over the best
393 possible way to proceed in what she described as "an unfortunate situation." Ald. K. Smith
394 stated the alderpersons enjoyed serving with former Ald. Iyer and said they were disappointed to
395 see her leave the City of Onalaska. Ald. K. Smith said, "I just want to keep in mind that
396 whatever we decide to do, we need to follow this timeframe. We need to do the press release.
397 We need to collect resumes for 21 days following the December meeting. After the 21 days,
398 then things need to move right along doing whatever it is the Council and Mayor decide to do so
399 that at the regular January meeting the Mayor shall recommend an individual to fill this vacancy
400 and the Common Council can vote on it. That's my concern. I definitely think we should do
401 this, but we need to concisely decide what we're going to do and have it take place in this
402 timeframe."

403

404 Amanda said, "Whatever you decide here tonight what the process is going to be, we're going to
405 have to post that decision, have this be announced as a vacancy by the Mayor, and have him
406 summarize the process, whatever you choose. You will include the 21-day timeframe, so New
407 Year's Eve would be the deadline, and I believe it would be noon because the city is only open
408 until noon that day. That would be the deadline for letters of interest [and] resumes. Then you
409 would be looking at basically the first two weeks of January to have your interview process, if
410 you would choose to go the interview route, and have that organized."

411

412 Ald. Stevens asked Mayor Chilsen if he believes the interview process that is being proposed
413 "will work with how you operate."

414

415 Mayor Chilsen said yes and stated, "I think it's a good process."

416

417 Ald. K. Smith suggested that Mayor Joe Chilsen and Common Council President, Ald. Diane
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418 Wulf, work together and decide the exact structure and questions, as well as decide who will be
419 invited to be interviewed. Ald. K. Smith said, "We agree to do this, but have you two work out
420 the details and invite us, as you decide, in the interim. Does that work legally? I know we have
421 issues with quorums."

422
423 Amanda said she believes the Council should finalize the process this evening so that Mayor
424 Chilsen may announce the process to the public. City staff then would put out a press release
425 based on what the Council decides this evening.

426
427 Ald. Wulf referred to the table at the bottom of the copy of the La Crosse County news release
428 she had distributed to the Council and said she assumes the city would list the application
429 deadline as being no later than noon on December 31, 2019. Regarding interviews with qualified
430 applicants, Ald. Wulf said, "It's best we figure that out soon." The appointment
431 recommendation to the Common Council and swearing in would occur Tuesday, January 14,
432 2020.

433
434 Mayor Chilsen said he believes both Amanda and Hope should assist the Council in guiding it
435 through the process.

436
437 Ald. Wulf asked if that means Amanda and Hope would assist with the list of questions.

438
439 Mayor Chilsen said yes.

440
441 Ald. Wulf said she approves of that suggestion.

442
443 Ald. Olson asked, "You guys are going to interview potential candidates?"

444
445 Ald. Wulf told Ald. Olson the entire Council will interview potential candidates.

446
447 Mayor Chilsen said he, Ald. Wulf, Amanda and Hope will write the questions.

448
449 Ald. Olson asked, "We're going to ask these questions because we want to know what they think
450 about serving?"

451
452 Ald. Wulf said, "Get to know more about them."

453
454 Ald. Olson said, "I would have never made it if I had been interviewed. But [it's] a good idea."

455
456 Ald. Stevens asked if the alderpersons will be able to submit questions either to Mayor Chilsen
457 or Ald. Wulf that could be considered.

458
459 Ald. Wulf said, "I stated earlier I'm open to whatever. This is open for discussion. I'm not the
Reviewed 12/12/19 by Cari Burmaster

**Common Council
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12

460 rule maker here. I presented a possibility, and I want input and discussion.”

461

462 Mayor Chilsen told Ald. Stevens, “I would think absolutely.”

463

464 Ald. Wulf said, “Absolutely. I’m open to anything. I’m open for all discussion tonight.”

465

466 Cari said it will be necessary to hold a Special Common Council meeting to hold the interviews,
467 and she told the Council a date and time must be established to conduct those interviews. Cari
468 told the alderpersons they likely will not receive copies of applications in their mailboxes until
469 Thursday, January 2. Cari also noted the Administrative and Judiciary Committee, Utilities
470 Committee, and Finance and Personnel Committee all are scheduled to meet Wednesday,
471 January 8. Cari also said a Special Common Council meeting must occur between Monday,
472 January 6 and Monday, January 13.

473

474 Amanda asked if a Special Common Council meeting could be held Thursday, January 9, and
475 she also asked what time would be ideal for the Council if the meeting were held that day.

476 Amanda also recommended that the Council interview all the candidates, noting that Ald. T.
477 Smith had alluded to the fact anyone would be able to run for the seat if this were an election.

478

479 Ald. K. Smith said, “If it’s a Special Council meeting and we’re all here and we’re interviewing
480 these people, it’s going to be an open meeting, but then the candidates just come in one by one,
481 because we have to ask them the same questions. What is a good way of doing that?”

482

483 Cari said the Council would call the meeting to order in Open Session, then convene in Closed
484 Session, at which time the interviews would occur.

485

486 Amanda said the interviews would occur in Open Session.

487

488 City Administrator Rindfleisch noted it is a public, elected position.

489

490 Cari noted the applicants could be watching in another room if the interviews occur in Open
491 Session and said they might as well be sitting in the room.

492

493 Ald. K. Smith said she believes the questions should be released so that all the candidates have
494 equal time to prepare. Ald. K. Smith said, “It’s unfortunate we feel the best solution is to appoint
495 somebody. It’s important to me that we have a lot of transparency with this process so that
496 hopefully the public sees that, this is who we appointed, but that person seems to be the best
497 person for the job. That’s why I want the transparency.”

498

499 Hope suggested having a panel similar to where all the candidates sit at the same table, which is
500 similar to when individuals running for alderpersons participate in debates. Hope said, “You ask
501 the question, then they all get an opportunity to answer that question.”

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13

502
503 Ald. K. Smith said she does not prefer that “because if you’re the sixth person who has to answer
504 the same question five other people just answered, it just leaves you really lacking.”

505
506 Mayor Chilsen said, “You get question fatigue.”

507
508 Ald. K. Smith said, “I would rather have however many candidates there are have twice as many
509 questions, then have them draw it out of a hat and randomly answer the question they’ve drawn.
510 It seems to be a little more realistic.”

511
512 Ald. T. Smith said, “If we were running for this office, which we have in the past, where there’s
513 a debate with however many [candidates] there are, all in a panel together [and] random
514 questions being asked ... We would have a set of questions to give people the opportunity to do
515 that. It just seems like it would be more fair, like an elected position would be. They would
516 have to ask questions and then answer them based on that. I kind of like that concept, but Kim, I
517 know what you’re saying. If it’s the same question [and] there are six people ... This way, if you
518 do it randomly and have a set of questions – they don’t know what they’re going to be – and just
519 see how they do.”

520
521 City Administrator Rindfleisch said the Council will need to ask the same question to each
522 candidate, and he reminded the Council this is an appointed, compensated position. City
523 Administrator Rindfleisch also said, “While it’s an elected office, there are still employment
524 laws we have to follow. Make sure you’re asking the same question to each candidate for the
525 position regardless.”

526
527 Amanda said she believes the Council must make a motion that summarizes the entire process
528 and establishes the date for the interviews.

529
530 Motion by Ald. Wulf to set a Special Common Council meeting for 5:30 p.m. Thursday, January
531 9, 2020 to conduct interviews for the Third District Aldermanic Seat. Mayor Joe Chilsen and
532 Ald. Wulf, with the assistance of city staff and the other alderpersons, if they so choose, will
533 compile questions. The order in which the questions are presented will be determined by the
534 evening of January 9. City staff will prepare a news release that will be posted at
535 cityofonalaska.com and state that the application deadline is noon December 31, 2019. The
536 appointment recommendation and swearing in will occur at the Tuesday, January 14, 2020
537 Common Council meeting.

538
539 Cari asked if the Council is seeking a resume and/or a letter of interest.

540
541 Motion restated:

542
543 Motion by Ald. Wulf, second by Ald. Stevens, to set a Special Common Council meeting for

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14

544 5:30 p.m. Thursday, January 9, 2020 to conduct interviews for the Third District Aldermanic
545 Seat in the Common Council Chambers. Applicants must submit a letter of interest and a resume
546 by noon December 31, 2019.

547
548 On voice vote, motion carried.

549
550 Amanda asked Mayor Chilsen to announce the vacancy for the record.

551
552 Mayor Chilsen announced that Boondi Iyer is relocating from the City of Onalaska and thus has
553 resigned as Third District Alderperson. Mayor Chilsen said the Common Council will interview
554 candidates for the seat in a special meeting to be held 5:30 p.m. Thursday, January 9, 2020 in the
555 Common Council Chambers. Mayor Chilsen asked that anyone interested in serving as Third
556 District Alderperson send a letter of interest and a resume to the City Clerk's Office by noon
557 December 31, 2019.

558
559 **RECOMMENDATIONS FOR APPROVAL AND/OR POSSIBLE ACTION FROM THE**
560 **FOLLOWING COMMITTEES/COMMISSIONS/BOARDS:**

561
562 All items listed under the consent agenda are considered routine and will be enacted by one
563 motion. There will be no separate discussion of these items unless a council member requests
564 removal, in which event the item will be removed from the consent agenda and considered in the
565 order of business in the non-consent agenda.

566
567 **Item 7 – Consent Agenda**

568
569 **FINANCE COMMITTEE**

- 570
571 A. Approve 2019 Omni Center Financials
572 B. Approve 2019 General Fund Financials
573 C. Approve the Coulee Region Human Society, Inc. Animal Control Department Agreement
574 for 2020
575 D. Accept changes to the City of Onalaska Finance Manual

576
577 **PERSONNEL COMMITTEE**

- 578
579 E. Approval of out of state travel for Collin Radke and John Wiatt to attend Water and
580 Wastewater Equipment, Treatment, and Transport Trade Show, Training and Seminar
581 from February 17, 2020 through February 20, 2020 in Indianapolis, Indiana
582 F. Approval of out of state travel for Wayne Nagy to attend Fire Inspection Principles II
583 from March 6, 2020 through March 14, 2020 in Emmitsburg, Maryland
584 G. Approval of changes to the City of Onalaska policies listed below:
585 1. 1.15 Ethical Standards Policy

Reviewed 12/12/19 by Cari Burmaster

586 2. 3.02 Fair Labor Standards Act (FLSA) Policy

587

588 **ADMINISTRATIVE COMMITTEE**

589

590 H. Approval of Operator’s Licenses as listed on report dated December 4, 2019

591 I. Approval of City of Onalaska Fee Schedule, effective January 1, 2020

592 J. Approval of changes to Fireworks Permit Applications

593 1. Fireworks Sales Permit Application

594 2. Fireworks Display Permit Application

595

596 **BOARD OF PUBLIC WORKS**

597

598 K. Approval of placing parking restrictions along the north side of Putter Court for 225 feet
599 from Green Coulee Road

600 L. Approval of professional engineering services for design of Green Coulee Intersection
601 project with MSA Professional Services, Inc. at a cost of \$206,415

602 M. Approval of Winn LLC fiber installation along 12th Avenue South and County Road SS

603 N. Approval of soil borings for Green Coulee Reservoir Project with Braun Intertec
604 Corporation in the amount of \$16,800

605 O. Approval of Change Order #1 for 2019 miscellaneous concrete project in the amount of
606 \$38,487.07

607 P. Approval of Change Order #1 for 2019 Abbey Road Reconstruction Project in the
608 amount of \$42,723

609 Q. Approval of Change Order #1 for Crestwood Booster Station Project in the amount of
610 \$13,087.52

611

612 **PLAN COMMISSION**

613

614 R. Approval of a Final Implementation Plan for a Planned Unit Development (PUD)
615 application filed by the City of Onalaska, 415 Main Street, Onalaska, WI 54650 to
616 replace the R-160 Zoning District for the “Country Air Estates Subdivision” containing
617 fifty-seven (57) lots for single-family dwellings

618

619 **UTILITIES COMMITTEE**

620

621 S. Approval of Shared Ride Financials

622 T. Approval of **Resolution 41-2019** – Shared Ride Taxi Program for the City of Onalaska

623 U. Approval of Second Amendment to the 2017-18 Shared Ride Taxi Agreement between
624 City of Onalaska and Running Inc.

625

626 Motion by Ald. K. Smith, second by Ald. Olson, to approve the Consent Agenda, sans Item K.

627

628 On voice vote, motion carried.

Reviewed 12/12/19 by Cari Burmaster

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Non-Consent Agenda

Item 8 – RECAP ITEMS PULLED FROM THE CONSENT AGENDA

- Item K: Board of Public Works – Approval of placing parking restrictions along the north side of Putter Court for 225 feet from Green Coulee Road

Item 9 – Amend and approve minutes from Special Common Council meeting of Monday, November 11, 2019

Ald. K. Smith noted the following corrections need to be made to the November 11, 2019 Special Common Council meeting minutes:

- **Line 342:** The net increase to Change No. 3 was \$53,502 and not \$60,955.
- **Line 357:** The previous two changes to the budget resulted in \$57,318 being available to the budget and not \$64,771.
- **Line 358:** The Finance and Personnel Committee recommended that the \$57,318 (not \$64,771) be utilized to fund a third firefighter position.
- **Line 365:** The value stated by Ald. K. Smith should be \$57,318 and not \$64,771.
- **Line 412:** The restated motion was to approve Change No. 5, Option B, taking \$57,318 (not \$64,771) saved by the previous motions and putting it toward a third firefighter position.

Ald. K. Smith noted the aforementioned corrections are due to a calculation error.

Ald. K. Smith addressed the “2020 Budget Changes Made at the October 21 and November 6 Finance and Personnel Committee Meetings” document and noted the following corrections:

- The FICA for the deleted HR Generalist position should be \$2,651 and not \$2,339.
- The WRS for the deleted HR Generalist position should be \$2,339 and not \$2,651.
- The Health Insurance for the deleted HR Generalist position should be \$13,103 and not \$20,159.
- The Dental Insurance for the deleted HR Generalist position should be \$744 and not \$1,144.
- The overall net difference is \$7,453 (\$60,955 vs. \$53,502).

Motion by Ald. K. Smith, second by Ald. Wulf, to amend and approve the minutes from Special Common Council meeting of Monday, November 11, 2019.

On voice vote, motion carried.

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17

671 Motion by Ald. K. Smith, second by Ald. Wulf, to approve the minutes from the regular
672 Common Council meeting of November 12, 2019, and the Special Common Council meeting of
673 November 19, 2019.

674

675 Ald. K. Smith noted the Common Council had had several back-to-back meetings and said there
676 had not been enough lapse time to have the minutes to review. Ald. K. Smith she wanted to
677 ensure that the Council appropriately approved the minutes from those meetings.

678

679 **Item 10 – FINANCE COMMITTEE**

680

681 A. Vouchers

682

683 Motion by Ald. K. Smith, second by Ald. Olson, to approve the vouchers expended since the last
684 Common Council meeting on November 12, 2019 in the amount of \$1,908,152.02.

685

686 On voice vote, motion carried.

687

688 **Item 11 – PERSONNEL COMMITTEE**

689

690 A. Discussion and review of timeline and process for Administrator Annual Review

691

692 Ald. K. Smith noted this item is coming before the Council without a recommendation and said
693 the reason this discussion is occurring because the position is new to the city. Thus, the timeline
694 and processes for addressing the position still are being developed.

695

696 Ald. K. Smith said City Administrator Rindfleisch’s contract was renewed this past spring, and
697 she noted it was determined at that time that instead of the Administrator’s review cycle being in
698 the spring of the year, “we wanted to move it to the fall of the year so that it was in line with all
699 the personnel reviews of all the other people working here at City Hall. It doesn’t have anything
700 to do with his performance or relationship with the Council. ... It’s just a housekeeping issue,
701 and it’s also directly relevant to the Council because by moving it to the fall, it gave the Council
702 basically two options. We did an evaluation earlier this year. We could do another one now,
703 which is a very short timeline. But the alternative was waiting a whole other year. With our
704 positions being structure as what they are, half of us on this Council are up for reelection and
705 have actually no way of knowing if we would still be here one year from now to have input into
706 the performance and goals for the City Administrator. As one of those people who is up for
707 reelection, I definitely hope to be here next year, but there is no guarantee and I would like to
708 have input into that process and the goal-setting for the Administrator. That’s why as Chair of
709 [the Finance and Personnel Committee], I pushed to have this timeline changed so that I could
710 have input into how this was going to be handled, and what the goals of the Administrator were
711 going to be.”

712

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18

713 Ald. K. Smith said the process for the Administrator Annual Review had been reviewed since the
714 December 4 Finance and Personnel Committee meeting, and she noted it is both herself and Ald.
715 Wulf, the Common Council President, who lead that process, and she asked Ald. Wulf to discuss
716 the possible timeline being considered for this process.

717
718 Ald. Wulf noted she has been in contact with Hope and said the Common Council must decide
719 either to do a performance evaluation and goal setting, or simply goal setting.

720
721 Ald. Stevens said he believes the Common Council should be involved in setting goals, and he
722 asked Hope to explain how much of City Administrator Rindfleisch's performance evaluation is
723 appropriate for the Common Council to decide compared to other entities.

724
725 Hope said it ultimately is the Council's decision as the City Administrator position is directly
726 appointed by the Council. Hope noted there is no staff involvement in making that determination
727 and said the Council must decide whether it wishes to either pursue doing an evaluation or only
728 goal setting.

729
730 Motion by Ald. Stevens, second by Ald. K. Smith, to approve the Common Council setting goals
731 and evaluating the City Administrator.

732
733 Ald. K. Smith said that while the Common Council conducts a significant amount of routine
734 business, "when we get to these types of topics where there are a lot of possible things that
735 would be OK, it's very difficult for us as a Council because we're obligated to not have a lot of
736 discussion about these, or any discussion about these things outside of the public meeting. So it
737 leaves us in a public meeting and in kind of a socially awkward situation because we don't know
738 what anybody wants to do. We're just trying to figure out what we want to do. That's why it
739 may seem awkward."

740
741 Ald. T. Smith said, "I thought when we discussed earlier that the Administrator had a review
742 already in May of this year. So historically it would be annually, so then it would either be next
743 May, but knowing that we want to be consistent with the rest of them. So the decision is still out
744 on the table as, do we just do the goals now and at the end of next year put everybody in line and
745 have the review at the end of 2020?"

746
747 Ald. K. Smith told Ald. T. Smith it would be a year and a half since City Administrator
748 Rindfleisch had any feedback on his performance.

749
750 Ald. T. Smith asked, "Why couldn't we just go from May to May like we have been and just
751 leave it different?"

752
753 Ald. K. Smith said she believes it had been changed in the ordinance when the contract extension
754 was addressed.

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19

755

756 Ald. Stevens said, "My understanding was part of that had it so that the reviews were aligned at
757 the same time as other reviews. It was meant to streamline things for staff, not doing reviews at
758 different times of the year."

759

760 Ald. K. Smith said if the Council waits until another year to do the review, it is possible 50
761 percent of the Council, meaning this year's Council, did not give any feedback.

762

763 On voice vote, motion carried.

764

765 Ald. K. Smith said the Council will now discuss and determine the timeline and process of the
766 review.

767

768 Ald. Wulf said that if the Council is agreeable, Hope would distribute later this week the
769 leadership skills inventory that will be completed anonymously by staff. Staff will be asked to
770 return it no later than December 30. Hope will compile the results and print off recaps for
771 Councilmembers. The findings will be presented at the January 14, 2020 Common Council
772 meeting in Closed Session. Ald. Wulf said she and Ald. K. Smith would meet with the other
773 Councilmembers individually and ask them to complete the employment review. Ald. Wulf said,
774 "We're just asking for input. There's no consensus."

775

776 Amanda noted the ordinance states the Common Council President (Ald. Wulf) and the Finance
777 and Personnel Committee Chair (Ald. K. Smith) will request input from the remaining
778 Councilmembers for the review committee one month prior to the review being completed.
779 Amanda said, "You would need to collect the input from the rest of the Council, or at least
780 request the input, now."

781

782 Ald. Wulf asked, "By December 30, will we meet that timeline?" Ald. Wulf also noted Hope
783 had told her she would need to collect the reviews by December 30.

784

785 Amanda noted the ordinance states, "*The Council President shall request input from the*
786 *remaining Councilmembers for the review committee one month prior to the review being*
787 *completed.*" Amanda told Hope it is her understanding Ald. Wulf could set a date to return the
788 input after one month, but she would need to make the request within the next few days.

789

790 Hope told Amanda she is correct.

791

792 Ald. Wulf asked, "The request to Councilmembers?"

793

794 Amanda told Ald. Wulf she does not believe the request needs to be formal.

795

796 Ald. Wulf told Hope it was her understanding both she and Ald. K. Smith would review with

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20

797 each Councilmember the document that explains the grading system.

798

799 Hope said she believes the process that was conducted last year was the Council President
800 requested input from the other Councilmembers, whether it was one-on-one or via telephone, as
801 long as they were not receiving direct consensus on attempting to determine a score. Rather,
802 each individual was to give input on overall performance.

803

804 Mayor Chilsen asked if the document to which Ald. Wulf referred could be completed online.

805

806 Hope noted it is a computer document and said it can be completed online.

807

808 Amanda said Councilmembers may complete and submit the document, and they may set up a
809 time to speak with Ald. Wulf, either in person or via telephone, if they wish to follow up.

810

811 Mayor Chilsen said, "There are points on there to make notes."

812

813 Ald. K. Smith said she will meet with Hope and confer with Ald. Wulf, and she promised to send
814 Councilmembers the timeline and expectations in written form as soon as possible.

815

816 Ald. Wulf said Hope had told her she would prepare the documentation for her and Ald. K.
817 Smith by January 3, or no later than January 7. The item would appear on the January 14
818 Common Council meeting agenda. Ald. Wulf said once the goals have been agreed upon, they
819 may be presented in Open Session when the Council comes out of Closed Session.

820

821 Motion by Ald. K. Smith, second by Ald. Wulf, to direct Alderperson Kim Smith and
822 Alderperson Diane Wulf to create the outline for the Common Council's expectations timeline
823 and distribute the materials to Councilmembers and department heads with the idea the process is
824 to be completed by the January 14, 2020 Common Council meeting.

825

826 On voice vote, motion carried.

827

Item 12 – JUDICIARY COMMITTEE

829

830 A. Remove from the table **Ordinance No. 1652-2019** – To Annex Land Located In The
831 Northeast ¼ Of The Southwest ¼ In Section 32, Township 17 North, Range 7 West From
832 The Town Of Onalaska To The City Of Onalaska

833

834 Motion by Ald. T. Smith, second by Ald. K. Smith, to remove from the table Ordinance No.
835 1652-2019 – To Annex Land Located In The Northeast ¼ Of The Southwest ¼ In Section 32,
836 Township 17 North, Range 7 West From The Town Of Onalaska To The City Of Onalaska.

837

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21

838 On roll call vote: Ald. Diane Wulf – aye, Ald. Dan Stevens – aye, Ald. Tom Smith – aye, Ald.
839 Kim Smith – aye, Ald. Jim Olson – aye. Motion carried, 5-0.

840

841 **B. Ordinance No. 1652-2019** – To Annex Land Located In The Northeast ¼ Of The
842 Southwest ¼ In Section 32, Township 17 North, Range 7 West From The Town Of
843 Onalaska To The City Of Onalaska (Third & Final Reading)

844

845 Motion by Ald. T. Smith, second by Ald. Stevens, to approve Ordinance No. 1652-2019 – To
846 Annex Land Located In The Northeast ¼ Of The Southwest ¼ In Section 32, Township 17
847 North, Range 7 West From The Town Of Onalaska To The City Of Onalaska (Third & Final
848 Reading).

849

850 On voice vote, motion carried.

851

852 **Item 13 – ADMINISTRATIVE COMMITTEE**

853

854 A. Approval of Special Event Permit for 2Brothers Powersports Ugly Sweater Party on
855 December 21, 2019 from 10 a.m. – 4 p.m. at 905 Oak Avenue S., Onalaska

856

857 Ald. Wulf noted this item had been forwarded to the Non-Consent Agenda because the
858 Certificate of Insurance had not been received at the December 4 Administrative and Judiciary
859 Committee meeting. Ald. Wulf noted Cari had told her she had received the COI.

860

861 Motion by Ald. Wulf, second by Ald. T. Smith, to approve a Special Event Permit for 2Brothers
862 Powersports Ugly Sweater Party on December 21, 2019 from 10 a.m. – 4 p.m. at 905 Oak
863 Avenue S., Onalaska.

864

865 On voice vote, motion carried.

866

867 **Item 14 – BOARD OF PUBLIC WORKS**

868

869 A. Consideration, possible recommendation and possible action in regards to the 2020
870 Capital Improvements Projects

871

872 Motion by Ald. K. Smith, second by Ald. Wulf, to approve the 2020 Capital Improvements
873 Projects, as adopted by the Board of Public Works.

874

875 Ald. Wulf asked Jarrod if the printout Councilmembers had received this evening is different
876 than what is in their packets.

877

878 Jarrod said the documents should be the same.

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22

879

880 Cari said one of the pages must have stuck together on the printout included in the amended
881 Common Council agenda, and she noted the copy of the budget included in the original packet
882 has seven pages. Cari said the copies Fred distributed earlier this evening were the ones on the
883 original agenda. Cari said, "That is the correct copy."

884

885 On voice vote, motion carried.

886

887 B. **Resolution 42-2019** – Relating to the Capital Improvements Projects for 2020

888

889 Motion by Ald. K. Smith, second by Ald. Wulf, to approve Resolution 42-2019 – Relating to the
890 Capital Improvements Projects for 2020.

891

892 On voice vote, motion carried.

893

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

896

897 C. Approval of placing parking restrictions along the north side of Putter Court for 225 feet
898 from Green Coulee Road

899

900 Motion by Ald. K. Smith, second by Ald. T. Smith, to approve placing parking restrictions along
901 the north side of Putter Court for 225 feet from Green Coulee Road.

902

903 Ald. Stevens said, "Generally speaking, my default policy is that people should be able to park
904 on the street in front of their houses whenever they want because this is the land of the free
905 unless there are extenuating circumstances. But then I drove over to Putter Court to inspect the
906 circumstances of the property, and I totally sympathize with the request. It seemed very narrow
907 and perilous. There is the driveway that is right at the bend – and I'm not sure if that's where
908 you [Schoenbergers] live or not. I myself live on a driveway with a good 45-degree angle. It is
909 very difficult to see when you're backing out. In my case, I have a nice circle I can back out to.
910 In your case, it bends so that area that you would have would be greatly restricted. When I went
911 to examine that area, it was nice out. It was a fall day. I could only imagine how that would be
912 in the winter. It seems like it is a public safety issue, and I think the request is very reasonable.
913 If the residents of Putter Court decided they wanted to rescind their request to have the non-
914 parking, I would be inclined to put it there anyway. ... I fully support the request for the non-
915 parking."

916

917 On voice vote, motion carried.

918

919 **Item 15 – REPORT FROM CITY ATTORNEY**

920

Reviewed 12/12/19 by Cari Burmaster

**Common Council
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23

921 A. **Resolution 43-2019** – Requesting Waiver From State Mandate Regarding Housing
922 Affordability Report 2020 Deadline

923
924 Amanda said there is a new requirement that was given to municipalities of 10,000 or more to
925 prepare two reports annually – one of which is a Housing Affordability Report, and one of which
926 is a New Housing Fee Report. City staff is working on the New Housing Fee Report. However,
927 Amanda said there are challenges related to the Housing Affordability Report as far as the city’s
928 ability to access certain data. Amanda noted the city also has slightly less staff than normal, staff
929 is updating the Zoning Ordinance. In addition, the city is still waiting for Cedar Corp to submit
930 its Impact Study Analysis of Impact Fees and Park Fees. Amanda said several of those actions
931 are things that would be in line with what the Housing Affordability Report’s goals are to
932 analyze and examine housing opportunities within Onalaska. Amanda described the report as
933 being “burdensome” and said she is seeking a waiver. Amanda said, “While you can only
934 request a four-year waiver from a state mandate, we would plan to do the Affordability Report in
935 the future prior to the four-year deadline for the waiver.”

936
937 Motion by Ald. K. Smith, second by Ald. Stevens, to approve Resolution 43-2019 – Requesting
938 Waiver From State Mandate Regarding Housing Affordability Report 2020 Deadline.

939
940 On voice vote, motion carried.

941
942 **Item 16 – REPORT FROM CITY CLERK**

943
944 A. Approval of Nominations for Election Inspectors for 2020-2021 Term

945
946 Cari noted a listing of Election Inspectors has been included in Councilmembers’ packets. The
947 inspectors would serve two-year terms. The term would begin January 2020 and end December
948 2021.

949
950 Motion by Ald. K. Smith, second by Ald. Olson, to approve the Nominations for Election
951 Inspectors for the 2020-2021 Term.

952
953 Ald. Wulf asked Cari to explain the difference between Election Inspectors, Special Voting
954 Deputies, and Board of Canvassers.

955
956 Cari said Election Inspectors assist at the polls or in the City Clerk’s Office, and they assist with
957 duties such as voter registration, absentee balloting, voting, and reporting at the end of an
958 election. Special Voting Deputies are sworn in and sent to nursing homes for absentee balloting.
959 They have special permission to take the ballots to another location so individuals may vote.
960 The Board of Canvassers meet when there is a local election where more than one reporting unit
961 is totaled together to obtain the grand total. Cari said she will meet with the Board of Canvassers
962 in 2020 for the mayoral election. Aldermanic races are decided in their respective districts, but

Reviewed 12/12/19 by Cari Burmaster

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963 voting totals for the mayoral election are compiled from the three aldermanic districts. The
964 Board of Canvassers certify the result.

965

966 On voice vote, motion carried.

967

968 **Item 17 – CLOSED SESSION**

969

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

974

- 975 • Information Technology (IT) Services Proposal and Funding for Budget Years 2019 /
976 2020

977

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

982

- 983 • IAFF, International Association of Firefighters, Local 127: Grievance 2019-3 RE: Part
984 Time Emergency Medical Technicians (EMT's)
- 985 • IAFF, International Association of Firefighters, Local 127: Prohibited Practice Complaint
986 – RE: Part Time Emergency Medical Technicians (EMT's)

987

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

991

992 Motion by Ald. Olson, second by Ald. T. Smith, to convene in Closed Session.

993

994 On roll call vote: Ald. Kim Smith – aye, Ald. Diane Wulf – aye, Ald. Jim Olson – aye, Ald.
995 Tom Smith – aye, Ald. Dan Stevens – aye. In Closed Session at 8:50 p.m.

996

997 Motion by Alderperson Kim Smith, second by Alderperson Diane Wulf to go back into open
998 session at 10:20pm. On roll call vote: Ald. T. Smith – aye, Ald. Stevens – aye, Ald. Olson – aye,
999 Ald. K. Smith – aye, and Ald. Wulf – aye. Motion carried 5-0.

1000

1001 Motion by Alderperson Dan Stevens, second by Alderperson Jim Olson to approve network
1002 upgrades and licensing purchases in the amount of \$190,507 with unused funds within the Police
1003 Department and the Equipment Replacement Fund – IT.

1004

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1005

1006 Motion by Alderperson Tom Smith, second by Alderperson Jim Olson to adjourn at 10:21pm.

1007 On voice vote, motion carried.

1008

1009

1010 Recorded by:

1011

1012 Kirk Bey