

**CITY OF ALTOONA
REGULAR COUNCIL MEETING MINUTES
February 28, 2008**

(I) Call Meeting to Order

Mayor Tom Meyer called the meeting to order at 6:00 p.m. held in the Council Chambers at Altoona City Hall.

(II) Pledge of Allegiance

Mayor Meyer led the Common Council and others in attendance in the Pledge of Allegiance.

(III) Roll Call

The City Clerk called the roll. Council Persons Brendan Pratt, Ray Henning, Colleen Weber, William Spangler and Dale Stuber were present. Also present: Mayor Tom Meyer, City Attorney John Behling, City Administrator Michael Golat, Finance Director Jon Pfeilsticker, Consulting City Engineer Tim Marko, Park & Rec Coordinator Debra Goldbach, and City Clerk Cindy Bauer.

Absent: Council Member Red Hanks.

(IV) Citizen Participation Period

John Kohel, 903 Sandalwood Drive, commented that he is not against developing property in the River Prairie area, but the city is sitting on a gold mine and should therefore not be in a rush to develop the River Prairie area.

Wendy Ball, 918 Timber View Drive, spoke as an interest of the people who live in this town and the action the council has the power to take. Ball commented on the following issues: 1. Verizon Contract. Ball stated that as a matter of principle, the whole approach taken has not been the correct approach that should have happened.

2. Proposed developments. Ball felt the decision has to be very strategic on how the property is developed. She doesn't see anything unique and feels the city is moving away from the original purpose. 3. Council has ability to sit on the land and wait. If there is a solvency issue, the citizens have a right to know and it should be disclosed to the public.

Emily Blaskey, 2004 East Willson Drive, felt the City should wait and be very careful with the type of development along the river. Blaskey felt the City needs citizen input and multiple plans that showcase the green area that surrounds the river.

Karen Padfield, 1112 Sandalwood Court, commented that she is upset because they heard about the neighborhood and how it was portrayed, and future plans aren't what they were originally portrayed. Padfield said most people seem to be happy with the first conceptual plan. Padfield also made reference to the restrictive covenants in the Estates at River Prairie.

There being no other Citizen Participation, motion by Spangler/Henning to close Citizen Participation Period. **Motion carried.**

(V) Approval of minutes.

Motion by Spangler/Stuber to approve the minutes of the February 14, 2008 Regular Council Meeting. **Motion carried.**

(VI) City Officers/Department Heads Report

None.

City Committee Reports – none.

(VII) Unfinished Business - none.

(VIII) New Business

(1) Consider Field Use Agreement between the City of Altoona and Altoona Youth Softball and Baseball.

City Administrator Golat explained items 1, 2, and 3 as a whole. All three contracts are between the City and Altoona Youth Softball and Baseball (AYSB), Altoona Wildcats Baseball Team, and the Altoona Traveling Baseball Team for priority field use during the 2008 softball and baseball season. Golat mentioned that the City was losing money on the tournaments, therefore an increase was necessary. Staff recommends AYSB be required to provide the same compensation as the 2007 contract with the exception the Association will be billed by the City \$150.00 plus \$10.00 per team for each tournament AYSB sponsors.

Park & Rec Coordinator Goldbach briefly spoke of the association and their costs.

Motion by Pratt/Henning to approve the Field Use Agreement between the City of Altoona and Altoona Youth Softball and Baseball. **Motion carried.**

(VIII)(2) Consider Agreement between the City of Altoona and the Altoona Wildcats Baseball Team.

The Agreement between the Wildcats and the City specifies that the Wildcats may use the Middle School Field for practices and games. In consideration of field use the Wildcats organization will pay \$333.00 field rental and \$150.00 plus \$10.00 per team per tournament.

Motion by Henning/Weber to approve the Agreement between the City of Altoona and the Altoona Wildcats Baseball Team. **Motion carried.**

(VIII)(3) Consider Agreement between the City of Altoona and the Altoona Traveling Baseball Team.

The Agreement specifies that the Altoona Traveling Baseball Team may use the City fields for practices and games. In consideration of field use the Team will pay \$333.00 field rental and \$150.00 plus \$10.00 per team per tournament.

Motion by Weber/Pratt to approve the Agreement between the City of Altoona and the Altoona Traveling Baseball Team. **Motion carried.**

(VIII)(4) Consider Golden Spike Offer to Purchase Agreement.

City Administrator Golat explained the WB-13 Vacant Land Offer to Purchase. The offer is for the City to sell the City-owned property, located north of the Golden Spike, formerly the location of the Rail Haven. Golat explained that last November the City solicited proposals for the property and accepted the offer of \$20,000 presented by Mark Anderson owner of the Golden Spike.

Golat said the City accepted the offer in principal based on certain contingencies. The City Attorney drafted all necessary paperwork to convey the property in January. However, because parking issues were not resolved, the sales transaction did not proceed. Since the parking issues are resolved, staff revised the purchase offer, changing pertinent dates. Golden Spike Bar is still working on bringing everything up to code. The building inspector and fire inspector will make a final inspection of the building relating to code issues. Staff recommends approval of the Offer to Purchase Agreement.

There was discussion of a time limit and/or end date of construction. Council Members suggested adding language to take all steps to build until such a date and/or include some penalty provision. Spangler felt the buyer should pay the title expense costs.

Motion by Spangler/Henning to approve the WB-13 Vacant Land Offer to Purchase as presented by Mark Anderson, d.b.a. AKS Property Management, LLC, to purchase the property, formerly the site of the Rail Haven Bar, for \$20,000 and authorize the City Administrator to sign the offer on behalf of the City, but prior to execution, direct legal counsel to insert a contingency requiring a completion date for construction with a dollar penalty provision and indicate all title shall be paid for by buyer or reimbursed to the City by the buyer. Roll call vote 5-eyes, Spangler, Henning, Stuber, Pratt, Weber, 0-nays. **Motion carried 5-0.**

(VIII)(5) Consider approval of the Wisconsin Community Development Block Grant Public Facilities (CDBG-PF) for Economic Development Contract between the Wisconsin Department of Commerce and the City of Altoona.

Golat explained the 2007 Wisconsin Community Development Block Grant Public Facilities for Economic Development Contract between the Wisconsin Department of Commerce and the City of Altoona. Golat said the estimated project cost is \$524,800. The contract outlines obligations the City must meet to receive \$206,000 in grant funds from the Department of Commerce to aid in construction of water and sewer facilities to Curt Manufacturing. The \$206,000 constitutes 39% of the estimated project cost. Other funding sources include projected TID revenue of \$222,000 and \$102,800 in special assessments. Golat noted that the City may need to carry up to \$65,500 in special assessments if only certain properties annex, until such time as the benefited property owners elect to hook up.

Jon Pfeilsticker prepared a detailed financial analysis.

Golat said that in consideration of receiving the grant, the City must construct the subject improvements and Curt Manufacturing must create 50 full time jobs and construct an addition to their facility. Curt has also indicated the City would be receiving a petition for annexation in the very near future.

Motion by Spangler/Stuber to approve the 2007 Wisconsin Community Development Block Grant Public Facilities for Economic Development Contract between the Wisconsin Department of Commerce and the City of Altoona and authorize the Mayor to sign the contract on behalf of the City and to amend the budget to reflect the expenditures of the City. Roll call vote 5-ayes, Spangler, Stuber, Weber, Henning, Pratt, 0-nays. **Motion carried 5-0.**

(VIII)(6) Consider approval of Ordinance 2C-08, adopting Chapter 3.27 of the Altoona Municipal Code Book regarding Utility Connection Fees.

City Administrator Golat explained Ordinance 2C-08. The purpose of the ordinance is for the reason that from time to time the City may find it necessary to extend utilities adjacent to properties not within City limits in order to serve other properties within the City of Altoona. If those properties outside of City limits are not assessed a proportional share of the project cost at the time the utilities are installed, the only other opportunity the City has to recover those costs, and other costs related to ensuring adequate water and sewer capacity, is at such time as the adjacent property elects to connect to the utilities. This ordinance outlines the procedures for recovering those costs at the time of connection to the utilities, subject to other applicable City requirements. City Administrator Golat noted that after further review, the appropriate new chapter should be Chapter 3.27 not the original Chapter 3.25. Golat distributed the revised ordinance reference.

Motion by Weber/Spangler to approve Ordinance 2C-08, which creates and adopts Chapter 3.27 of the Altoona Municipal Code regarding utility connection fees. **Motion carried.**

(VIII)(7) Consider Agreement with Short Elliott Hendrickson (SEH) for surveying the Bob and Margie Brown Property.

City Administrator Golat explained the agreement between the City and Short Elliott Hendrickson (SEH) for SEH to complete a survey of the Bob and Margie Brown property in order to prepare a CSM to separate the property the City is acquiring for the Well #7 site and access road. The cost of the work, including completing the title work for the property is \$3,500. The City is obligated to complete this work by the option agreement executed between the City and the Browns.

Motion by Spangler/Henning to approve the proposed agreement between the City and SEH to complete a survey of the Bob and Margie Brown property in order to prepare a CSM to separate the property the City is acquiring for the Well #7 site and access road. Roll call vote 5-ayes, Spangler, Henning, Pratt, Weber, Stuber, 0-nays. **Motion carried 5-0.**

(VIII)(8) Set a public hearing date and refer to the Plan Commission the following proposed amendments to the zoning code:

- Chapter 19.28 – R-1 One Family Dwelling District, Add Section 19.28.010 E.
- Chapter 19.32 – R-2 One-Family and Two-Family Dwelling Districts, amend Section 19.32.010 D.
- Chapter 19.36–R-3 Multiple Family Dwelling District, add Section 19.36.026.
- Chapter 19.48—Public and Conservancy, add Section 19.48.025.
- Chapter 19.52—Parking and Loading Spaces, amending Sections 19.52.010 & 19.52.020.
- Section 19.58.100 –Temporary Signs, amend Section 19.58.100 E. and add Section 19.58.100 I.

Suggested date of public hearing - March 13, 2008 before Common Council and recommendation from the Plan Commission at their March 10, 2008 Meeting.

City Administrator Golat explained the purpose of the above mentioned amendments and additions. Golat summarized the intent of amendments/additions.

1. Add Section 19.28.010 E. to specify which uses in the R-1 zone are subject to site plan review in accordance with the requirements of Chapter 19.54.
2. Amend Section 19.32.010 D. to delete the reference to Accessory buildings which are addressed elsewhere in code, and to specify which uses in the R-2 zone are subject to site plan review in accordance with the requirements of Chapter 19.54.
3. Amend Chapter 19.36 to add Section 19.36.026 – Site Plan Review, to specify which uses in the R-3 zone are subject to site plan review in accordance with the requirements of Chapter 19.54.
4. Amend Chapter 19.48 to add Section 19.48.025 – Site Plan Review to specify which uses in the Public and Conservancy zone are subject to site plan review in accordance with the requirements of Chapter 19.54
5. Amend Section 19.52.010 and 19.52.020 to require that all permitted off-street parking shall be paved.
6. Amend Section 19.58.100 – Temporary Signs, to specify the maximum number and size of temporary signs and to provide the Plan Commission with the authority to allow the sign to be placed somewhere other than on the wall of the principal building. Further, to add Section 19.58.100 I. to specify the conditions upon which temporary signs may be erected to promote non-profit and not-for-profit special events and to advertise at such events.

Motion by Spangler/Stuber to schedule the public hearing on March 13, 2008 before Common Council and refer the above mentioned items to the Plan Commission at their March 10, 2008 Meeting. **Motion carried.**

(VIII)(9) Consider approval of bartender licenses.

City Administrator Golat explained that the bartender licenses have been approved by the Altoona Police Department and therefore recommends approval.

Motion by Henning/Weber to approve the bartender license application from Jacob Waters, Rebecca Sheridan, and Nicole Pillar. **Motion carried.**

(VIII)(10) Consider convening in closed session.

Motion by Henning/Weber to convene in closed session at 6:40 p.m. pursuant to the following:
Wis. Stats. 19.85 (1)(e)

- A. Discuss/consider Access Commercial Real Estate Proposal (ACRE) for the Northwest Quadrant of the River Prairie Development.
- B. Discuss/consider Cottage Ridge Group Developers and Sales Agreement.
- C. Discuss/consider Verizon Contract.
- D. Discuss/consider Engineering Contract bargaining strategies.

Wis. Stats. 19.85 (1)(c) A. City Administrator Review.

Roll call vote, 5-ayes, Henning, Weber, Pratt, Spangler, Stuber, 0-nays. **Motion carried 5-0.**

(VIII)(12) Reconvening in open session.

Motion by Spangler/Weber to reconvene in open session at 8:31p.m. **Motion carried.**

Motion by Spangler/Stuber to direct staff to continue negotiations for potential acquisitions of the western quadrants of the River Prairie development. Weber against. **Motion carried.**

No action taken regarding Verizon Contract.

Motion by Spangler/Pratt to direct the Personnel Committee to review a position description for a potential addition of a full time engineer position for the City of Altoona. **Motion carried.**

(IX) Miscellaneous Business and Communications.

City Clerk Bauer mentioned that Board of Review will be coming up in May. Under State Statutes, there should be at least one voting member who has attended a training session. She mentioned that UW-Extension County Offices will be offering WisLine Teleconferences the end of April and beginning of May. Bauer asked if any Council Member would be interested in attending to contact her.

(X) Adjournment.

Motion by Spangler/Weber to adjourn at 8:34 p.m. **Motion carried.**

Minutes submitted by
Cindy Bauer, City Clerk