

**CITY OF ALTOONA**  
**REGULAR COUNCIL MEETING MINUTES**  
**March 13, 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, Dale Stuber and Red Hanks were present. Also present: Mayor Tom Meyer, City Attorney John Behling, City Administrator Michael Golat, Police Chief and Fire Chief Todd Chaney, and City Clerk Cindy Bauer.

**(IV) Citizen Participation Period**

Dean Manney, 504 Fifth Street East, commended the city departments and administration on a good job they have been doing. Manney's main issue related to dogs. He spoke of his neighbor who has 5 pit bulls next door. He thinks there are health issues; the dogs are very noisy and they need room to roam. Manney felt there should be some restrictions to the animal ordinance regarding the number of dogs and to also ensure the owner is responsible for their pets.

Police Chief Chaney responded to Manney's concern.

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

**(V) Approval of minutes.**

Motion by Stuber/Pratt to approve the minutes of the February 28, 2008 Regular Council Meeting. **Motion carried.**

**(VI) City Officers/Department Heads Report**

Fire Chief Chaney commented on a recent house fire that occurred in the City of Altoona. Chaney also commented that Eau Claire County had several meetings with area officials, leaders, social services regarding underage drinking. In the future there will be a presentation to the Council by this coalition regarding drinking, picnic licenses and bartender licenses. Chaney said the Police Department is trying to make the application process and background check standard with Eau Claire's process. Chaney gave a brief synopsis of statistics regarding underage drinking. Chaney asked if the City should be issuing picnic licenses to serve beer at a youth fund raising activity where youth will be present.

City Administrator Golat commented on a number of issues that are taking place at City Hall. 1) City staff is in the process of reviewing the zoning code and the planning process to keep a better tracking system regarding zoning code ordinances. 2) The City received a petition of annexation from Curt Manufacturing and is in the process of starting the annexation process. 3) Finalizing the CSM and property acquisition on the Bob and Margie Brown property adjacent to North Hillcrest Parkway. 4) Golat commented on the Karner Blue Butterfly issue located in the River Prairie Development property.

**City Committee Reports** – none.

**(VII) Unfinished Business** - none.

**(VIII) New Business**

**(1) Public Hearing at 6:00 p.m. (or as soon thereafter as is practical) regarding proposed CSM as submitted by Charles Schumacher.**

Mayor Meyer opened the public hearing at 6:27 p.m.

City Administrator Golat explained that this CSM is within the extraterritorial jurisdiction and is consistent with the City's Ordinance. Golat indicated that the Plan Commission recommended approval of the CSM as submitted by Charles Schumacher at their March 10, 2008 Plan Commission Meeting.

Motion by Henning/Hanks to close the public hearing at 6:29 p.m. **Motion carried.**

**(VIII)(2) Consider approval of CSM as submitted by Charles Schumacher.**

Council Person Henning mentioned that the Town of Washington has already approved the CSM. Motion by Henning/Stuber to approve the CSM as submitted by Charles Schumacher. **Motion carried.**

**(VIII)(3) Public Hearing at 6:05 p.m. (or as soon thereafter as is practical) regarding amendments to the zoning code.**

Mayor Meyer opened the public hearing at 6:30 p.m. to discuss the following 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.

City Administrator Golat explained the purposes of the above mentioned amendments and additions. Golat said these items were discussed and approved at the March 10, 2008 Plan Commission Meeting. The first four ordinances 3A-08 thru 3D-08 are mainly housekeeping issues specifying where site plan review is required in certain district chapters. The intent of the amendment to the Parking and Loading Space is to require that all permitted off-street parking shall be paved. Golat further explained the changes and mentioned that legal counsel did check this ordinance and recommended further language changes. Golat said Plan Commission did recommend amending the ordinance.

Motion by Spangler/Pratt to close the public hearing at 6:35 p.m. **Motion carried.**

**(VIII)(4) Consider Ordinance 3A-08 adding Section 19.28.010 E of the Altoona Municipal Code “Permitted uses”.**

City Administrator Golat explained that Ordinance 3A-08 adds 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.

Motion by Spangler/Stuber to approve Ordinance 3A-08. **Motion carried.**

**(VIII)(5) Consider Ordinance 3B-08 amending Section 19.32.010 D of the Altoona Municipal Code “Permitted uses” in the R-2 One-Family and Two-Family Dwelling Districts.**

City Administrator Golat explained that Ordinance 3B-08 amends Section 19.32.010 D of Altoona Municipal Code 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.

Motion by Spangler/Hanks to approve Ordinance 3B-08. **Motion carried.**

**(VIII)(6) Consider Ordinance 3C-08 amending Chapter 19.36, by adding Section 19.36.026 of the Altoona Municipal Code “Site plan review” in the R-3 Multiple Family Dwelling District.**

City Administrator Golat explained that Ordinance 3C-08 amends Chapter 19.36 of the Altoona Municipal Code 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.

Motion by Spangler/Henning to approve Ordinance 3C-08. **Motion carried.**

**(VIII)(7) Consider Ordinance 3D-08 amending Chapter 19.48, by adding Section 19.48.025 of the Altoona Municipal Code “Site plan review” in the Public and Conservancy District.**

City Administrator Golat explained that Ordinance 3D-08 amends Chapter 19.48 of Altoona Municipal Code 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.

Motion by Henning/Hanks to approve Ordinance 3D-08. **Motion carried.**

**(VIII)(8) Consider Ordinance 3E-08 amending Chapter 19.52 – Parking and Loading Spaces, Section 19.52.010 and Section 19.52.020.**

City Administrator Golat explained that the Plan Commission discussed Ordinance 3E-08 which amends Section 19.52.010 and 19.52.020 of Altoona Municipal Code to require that all permitted off-street parking shall be paved. Golat distributed a revised copy of the ordinance to Council Members as suggested by Attorney Behling.

Motion by Spangler/Stuber to approve Ordinance 3E-08 with the language change as suggested by Attorney Behling. **Motion carried.**

**(VIII)(9) Consider Ordinance 3F-08 amending Section 19.58.100 E. regarding temporary signs – Promotional banners, and adding Section 19.58.100 I – Non-profit and Not-for-Profit Special Event Signs.**

City Administrator Golat explained that Ordinance 3F-08 amends 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, Ordinance 3F-08 adds 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. Plan Commission recommended change to list two weeks maximum for removal.

Motion by Spangler/Weber to approve Ordinance 3F-08. **Motion carried.**

**(VIII)(10) Consider contract with Ehlers and Associates to complete Tax Increment District No. 4 Plan.**

City Administrator Golat explained the proposal from Ehlers and Associates for creating Tax Increment District No. 4 in the City of Altoona. Golat said the work is broken down into four phases including the feasibility Phase, Public Participation Phase, Final Documentation and State Filing and On-Going Services. The total cost of phases 1 – 3 is anticipated at \$8,500. Golat said the work would result in submission of an adopted project plan for proposed Tax Increment District No. 4 to the Wisconsin Department of Revenue. The TID would be formed to help support funding of the water and sewer main extensions to Curt Manufacturing. Staff recommends approval of the proposal and recommends amending the 2008 General Fund Budget to take \$8,500 from the tax stabilization fund to cover the costs of the TID Plan.

Motion by Spangler/Pratt to approve the contract with Ehlers and Associates to complete Tax Increment District No. 4 Plan and to amend the 2008 General Fund Budget to take \$8,500 from the tax stabilization fund to cover the costs of the TID Plan with said cost being reimbursed by TID 4. Roll call vote, 6-ayes, Spangler, Pratt, Henning, Stuber, Hanks, Weber, 0-nays. **Motion carried.**

**(VIII)(11) Consider Agreement between the City of Altoona and the Santo's Altoona Traveling Baseball Team.**

City Administrator Golat explained that the Santo's Altoona Traveling Baseball Team is an Altoona youth baseball team that does not play in the Altoona Youth Baseball and Softball league. The team is a "tournament" or "traveling" team that was formed upon the initiative of some of the players' parents. The team approached the City because they would like priority scheduling rights for the playing fields scheduled by the City. The Agreement specifies the Team may use the City fields for practices and games. The total number of estimated hours of use is 74. In consideration of field use the Team will pay \$333.00 field rental and \$150.00 plus \$10.00 per team per tournament. This fee is consistent with the fees imposed for the AYSB teams the Wildcats team and the other Altoona Traveling Baseball Team based on estimated field use. Staff recommends the Council approve the contract.

Motion by Pratt/Henning to approve the contract between the City of Altoona and the Santos Altoona Traveling Baseball Team for use of the Middle School Field and authorize the Mayor to sign the contract on behalf of the City. **Motion carried.**

**(VIII)(12) Consider Ordinance 3G-08 amending Section 14.12.070 of Title 14 of the Altoona Municipal Code regarding storm water peak runoff discharge rate requirements.**

City Administrator Golat explained that Ordinance 3G-08 amends Section 14.12.070 of Title 14 to provide flexibility to the Public Works Director in applying the 10-year, 25-year and 100-year peak runoff discharge rate requirements for newly developed sites within the City of Altoona. State statutes dictate the City must apply the 2-year peak runoff discharge rate standard. However, the City has discretion in applying the 10, 25 and 100 year requirements. Golat further explained that when the ordinance was adopted last year, the ordinance did not include flexibility in applying the 10, 25 and 100 year peak runoff discharge rate requirements. The same standards for the 2-year event were applied uniformly to the 10, 25 and 100 year requirements except language was included which stipulate the standards needed to be met to the maximum extent practicable.

Staff recommends Council approve Ordinance 3G-08, which amends Section 14.12.070 of Title 14 to provide flexibility to the Public Works Director in applying the 10-year, 25-year and 100-year peak runoff discharge rate requirements for newly developed sites within the City of Altoona

Motion by Spangler/Stuber to approve ordinance 3G-08. **Motion carried.**

**(VIII)(13) Consider Ordinance 3H-08 to rescind and replace in its entirety Title 3, Chapter 3.08 of the Altoona Municipal code, Addendum "A" the City's Fee Schedule to establish Public Service Commission (PSC) rates and Park and Recreation rates.**

City Administrator Golat explained that the current City's Fee Schedule does not list charges associated with meter connection charges, quarterly charges and other related utility charges as regulated by the Public Service Commission (PSC). The Fee Schedule does also not include Park and Recreation fees such as field rental or park facilities. Clerk Bauer has also revised the fee list to make it more user friendly. Staff recommends approval of Ordinance 3H-08 amending Title 3, Chapter 3.08, of the Altoona Municipal Code to revise Addendum "A" to Chapter 3.08, the City's Fee Schedule.

Motion by Pratt/Hanks to approve Ordinance 3H-08. **Motion carried.**

**(VIII)(14) Consider Ordinance 3I-08 amending Chapter 6.08, adding Section 6.08.075 regarding the number of dogs and cats allowed per household or place of business.**

City Administrator Golat explained that Ordinance 3I-08 amends Chapter 6.08 of Altoona Municipal code to add Section 6.08.075 to specify the maximum number of dogs and cats allowed in one household or place of business. Currently City Code does not limit the number of dogs allowed per household or place of business.

The proposed ordinance is similar to Eau Claire's dog ordinance. The ordinance limits each household or place of business to having two dogs and three cats unless approved by the Police Department, if the Chief determines no nuisance will be created. Those households or places of business with more than two dogs will be excluded from the quota requirements for those particular dogs licensed prior to the adoption of this ordinance.

However, no new licenses will be issued to such household or place of business until such time as only one dog resides there.

Motion by Spangler/Henning to approve Ordinance 3I-08. **Motion carried.**

**(VIII)(15) Consider approval of bartender license.**

City Administrator Golat explained that the bartender license application from Tiffany Hahn has been approved by the Altoona Police Department and therefore recommends approval.

Motion by Spangler/Stuber to approve the bartender license application to Tiffany Hahn. **Motion carried.**

**(VIII)(16)(17) Consider convening in closed session.**

Motion by Henning/Hanks to convene in closed session at 6:55 p.m. pursuant to the following:

Wis. Stats. 19.85 (1)(e)

A. Discuss/consider potential Developers and Sales Agreement between the City of Altoona, Access Commercial Real Estate (ACRE), and CottageRidge Group.

B. Discuss/consider Verizon Contract.

C. Discuss/consider offer on City property located adjacent to N. Hillcrest Parkway.

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

Roll call vote, 6-ayes, Henning, Hanks, Spangler, Stuber, Weber, Pratt, 0-nays. **Motion carried 6-0.**

**(VIII)(18) Reconvening in open session.**

Motion by Hanks/Pratt to reconvene in open session at 7:56 p.m. **Motion carried.**

Motion by Spangler/Stuber to direct staff to continue negotiations for potential acquisition and sale of Lot 2 of North Hillcrest Parkway. **Motion carried.**

No action taken regarding Verizon Contract.

No action taken regarding potential Developers and Sales Agreement in the River Prairie Development.

**(IX) Miscellaneous Business and Communications.**

Motion by Weber/Hanks to put the Altoona Outdoors Master Agreement and bike trails on the next council agenda.

**(X) Adjournment.**

Motion by Spangler/Weber to adjourn at 7:58 p.m. **Motion carried.**

Minutes submitted by  
Cindy Bauer, City Clerk