

**CITY OF ALTOONA, WISCONSIN  
REGULAR COUNCIL MEETING MINUTES  
March 27, 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, Finance Director Jon Pfeilsticker, Consulting City Engineer Tim Marko, and City Clerk Cindy Bauer.

**(IV) Citizen Participation Period**

There being no Citizen Participation, motion by Spangler/Hanks to close Citizen Participation Period.

**Motion carried.**

**(V) Approval of minutes.**

Motion by Stuber/Henning to approve the minutes of the March 13, 2008 Regular Council Meeting.

**Motion carried.**

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

City Administrator Golat reported on items he's been working on. The IDA Grant for \$50,000 was approved by the Grant Committee and is now ready to go to County Board. The position description for City Engineer was revised and will be presented to the Personnel Committee for discussion and review at their meeting next week. Golat met with Robb Majeski regarding the Developer's agreement and covenants. The Attorney's office and SEH has been working on the CSM and offer to acquire property from Bob Brown for the site of Well #7. Golat said the road project on the Brown property is currently out for bids and will be opened on Apr 17. City staff has prepared the offer to purchase for sale of land to the Golden Spike. Golat met with the Welke's regarding their interest in the Eastern Expansion project. The Curt Manufacturing contract is almost complete and ready for council approval. Staff is working on the TID with Sean Lenz of Ehlers and Associates. Golat is working on issues with the Business Park property. City Staff met with County personnel regarding mapping and integrating with the County to keep the City's base maps up to date.

Police & Fire Chief Todd Chaney reported that City Staff will be submitting a grant application for a fire truck (Pumper with an oversized booster tank). Chaney said we have a good chance of getting the grant. Chaney also commented on some of the fire trucks that are 33 and 37 years old. Chaney mentioned that he talked at the last council meeting regarding alcohol issues and picnic licenses. Chaney is asking for clear directions on how to approach picnic license requests. Chaney's goal is to keep alcohol away from all WIAA events and youth events where youth are present. Chaney invited the council to a meeting on underage alcohol on Monday, March 30 at 7 p.m. in the Altoona Middle School (library).

**City Committee Reports** – none.

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

**(VIII) New Business**

**(1) Consider Altoona Outdoors Master Agreement and bike trails (requested by Council Members Weber and Hanks).**

Weber asked this to be on the agenda since we're working on the east loop trail regarding maintenance and would like to know where the Council stands before any more dollars are spent. Mayor Meyer presented a check to the Altoona Outdoors in support of the trails.

Dave Elvig was present to address the council regarding the trails. Elvig would like City's support on the east loop trail and would like to make sure we are all on board before more money is spent on the trails.

City Administrator Golat mentioned that the Master Agreement (the Agreement) between the City and Altoona Outdoors setting forth conditions precedent to completing work on bike trails in Altoona and all addendums completed to the Agreement were included in your packets.

Golat said Finance Director Pfeilsticker completed a financial summary, which is attached, documenting contributions to bike trail work since the Agreement was executed along with anticipated future costs. Pfeilsticker explained the costs and indicated that the figures have changed when the location of the trail along County KB or Joanne Lane was suggested. Pfeilsticker commented on the maintenance of the eastern loop trail – plowing, sealing, etc. Pfeilsticker mentioned that the DNR contract, the Lake Road trail DOT Contract and Altoona Outdoors Contract contain language that specifies that once built the city will maintain the trails.

Spangler said he needs more thought on this issue since they just got this information. Motion by Spangler/Henning to table any action at this time. **Motion carried.**

**(VIII)(2) Consider contract between the City and Short Elliot Hendrickson, Inc. (SEH) to provide engineering services for the extension of water and sewer utilities to serve Curt Manufacturing and other properties adjacent to Highway 12.**

City Administrator Golat explained the Agreement between the City and SEH for SEH to provide engineering services for the extension of water and sewer utilities to serve Curt Manufacturing and other properties adjacent to Highway 12. Golat said the total cost including design and construction engineering services will be \$59,449.

Tim Marko explained the scope of work which includes the following:

- Complete Survey Work
- Develop Plans and Specifications
- Submit plans for review and complete necessary permitting
- Complete bidding services
- Complete construction phase engineering services and inspections

City Administrator Golat mentioned that the City may realize a savings on the construction phase engineering services if it has a staff engineer on board prior to initiation of the project. The total estimated project cost, including engineering services, is \$524,800. The project will be funded using the following sources: CDBG-PF Grant \$200,000, TID #4 Revenues \$222,000, and Assessments \$102,800.

Golat mentioned that the City will be required to borrow funds to finance the project until such time as the revenue sources noted above are realized. Finance Director Pfeilsticker is exploring whether it would be more advantageous to go out for bonding or borrow from the State Trust Fund.

Motion by Spangler/Pratt to approve the Contract between the City and SEH to provide engineering services for the extension of water and sewer utilities to serve Curt Manufacturing and other properties adjacent to Highway 12 at a cost not to exceed \$59,449. Roll call vote, 6 ayes, Spangler, Pratt, Weber, Henning, Stuber, Hanks, 0-nays. **Motion carried 6-0.**

**(VIII)(3) Discuss/consider City of Altoona Addendum to Storm Water Management Public Education and Outreach Cooperative Agreement.**

City Administrator Golat explained the Agreement between the City of Altoona, Eau Claire County, Chippewa County and the City of Altoona regarding storm water education and outreach efforts. Golat said the Agreement is presented in two parts. The main part of the Agreement, entitled “Storm Water Management Public Education and Outreach Cooperative Agreement” is an agreement between Eau Claire and Chippewa Counties—this agreement does not require signature by the City. The purpose of the agreement is to establish terms for developing and implementing a single information and outreach program for both Counties meeting the requirement of Wis. Admin. Code NR 216.07 by increasing awareness of storm water impacts on waters of the state while avoiding duplication of efforts and saving costs. The Agreement describes specific measures to be taken to achieve the above-stated goal.

Golat mentioned that Eau Claire County applied for and received a DNR grant (the Grant) to help develop a storm water education and outreach program. The grant requires a match of \$36,000. The Grant will be used to hire a consultant to develop a comprehensive storm water information and outreach program which may be used by any of the participating jurisdictions.

The second part of the Agreement, entitled “City of Altoona Addendum to Storm Water Management Public Education and Outreach Cooperative Agreement” is an addendum to the primary agreement between Eau Claire and Chippewa Counties which brings the City of Altoona on as a participant in the information and outreach effort and obligates the City to contribute \$1,512.50 per year for two years toward the effort as its share of the required grant match. The City has been participating in the Chippewa Valley Storm Water Consortium for the past two to three years.

Motion by Pratt/Weber to approve the City of Altoona Addendum to Storm Water Management Public Education and Outreach Cooperative Agreement between the Eau Claire and Chippewa Counties. Roll call vote, 6-ayes, Pratt, Weber, Hanks, Spangler, Stuber, Henning, 0-nays. **Motion carried 6-0.**

**(VIII)(4) Consider approval of bartender license.**

City Administrator Golat explained that the bartender license applications from Teresa Lueck, Hope Berg, Tiffany Bauer, Raeann Steen, Susan Larson and Junalee Frank have been approved by the Altoona Police Department and therefore recommends approval.

Motion by Spangler/Henning to approve the bartender license applications as noted above. **Motion carried.**

**(VIII)(5) Presentation regarding eastern annexation and related projects.**

City Administrator Golat updated the Council regarding the status of the eastern annexation and related projects to make them aware of the timeline required to complete all necessary work. City Administrator presented a project timeline reflecting all tasks which will need to be completed.

Golat indicated that he would also like input and direction from the Council regarding issues related to the annexation. Specifically, input from Council to determine whether TID funds would be available to apply toward the cost of further extending utilities south down Mayer Road if properties east of Mayer Road chose to annex.

Golat mentioned he would like to keep to the timeline of upcoming meetings and agendas. He also mentioned that other parties had expressed interest in the possible annexation. Golat said it’s a good investment; closer to Hidden Creek subdivision and enormous potential for development and revenue. Golat indicated that Finance Director Pfeilsticker ran a performa and came up with very strong figures. The consensus of the council was to proceed with the timeline.

**(VIII)(6) Consider referring an amendment to Title 19, Zoning, to the Plan Commission to allow Retail Uses as permitted uses in the Business Park District, Chapter 19.42.**

City Administrator Golat explained that currently retail uses are not allowed in the Business Park District as a permitted use or conditional use. Staff is suggesting that the Plan Commission and Council consider amending

Chapter 19.42 to allow retail uses in the Business Park District as long as such retail uses are able to meet the requirements of the applicable Business Park covenants.

Staff is suggesting convening a special Plan Commission meeting on April 2<sup>nd</sup> at 6:30 to consider the amendment with a Public Hearing before the Common Council at their regular meeting on April 10th.

Motion by Spangler/Henning to refer an amendment to Title 19, Zoning, to the Plan Commission to possibly allow retail uses as permitted uses in the Business Park District, Chapter 19.42. **Motion carried.**

**(VIII)(7) Consider convening in closed session.**

Motion by Spangler/Hanks to convene in closed session at 6:47 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.

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

**(VIII)(8) Reconvening in open session.**

Motion by Spangler/Hanks to reconvene in open session at 7:27 p.m. **Motion carried.**

A. Motion by Spangler/Henning to refer the potential sales arrangement between the City of Altoona, ACRE and CottageRidge to the Finance Committee for review and to direct the City Attorney and City Staff to draft a development and sale contract with the aforesaid entities. **Motion carried.**

B. Motion by Spangler/Hanks to direct the City Attorney and City Staff to draft a proposed contract for review by City Council with Verizon. Weber against. **Motion carried.**

C. Motion by Spangler/Pratt to direct staff to draft and offer a counter proposal for the potential sale of property located on North Hillcrest Parkway with the contingency that the City first acquire the title to that property. **Motion carried.**

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

Mayor Meyer commented on his two year term in office as Mayor.

**(X) Adjournment.**

Motion by Spangler/Hanks to adjourn at 7:30 p.m. **Motion carried.**

Minutes submitted by  
Cindy Bauer, City Clerk