

**CITY OF ALTOONA, WISCONSIN
REGULAR COUNCIL MEETING MINUTES
April 10, 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 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, Finance Director Jon Pfeilsticker, Consulting City Engineer Tim Marko, City Clerk Cindy Bauer and Administrative Assistant Ann Lein. Police Chief and Fire Chief Todd Chaney arrived at 6:30 p.m.

Absent: Council Member Brendan Pratt

(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 27, 2008 Regular Council Meeting.

Motion carried.

(VI) City Officers/Department Heads Report

City Administrator Golat reported on the following:

- Curt Tambornino signed the developer's agreement.
- The City Engineer's position was approved by the Personnel Committee. The position description has been advertised in various newspapers and magazines; closing date is May 15. A selection committee has been formed.
- Golat provided a report from the Eau Claire Fire Department and indicated that there have been no issues so far with the cooperative agreement between the City of Altoona and City of Eau Claire.
- Golat provided a letter to Council from Governor Doyle indicating that the City of Altoona has been selected for a grant up to \$275,000 from the "Grow Wisconsin" initiative for the Bartlett Avenue project. Golat gave credit to Consulting City Engineer Tim Marko who prepared and submitted the grant. Golat also commented on a grant application that Council Member Weber put in for the Safe Route to School Program.

Consulting City Engineer Marko updated the Council on the Brown Boulevard project. Marko indicated that bids will be opened on April 17. Marko said there are nine contractors interested so far on submitting a bid for the project.

Finance Director Jon Pfeilsticker mentioned that he attended a training session sponsored by the Dept of Commerce for waterfront revitalization planning grants. Pfeilsticker said he's looking at putting together an application for river front development in River Prairie.

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 the following amendment to the Business Park zoning code to allow retail use as a permitted use under Section 19.42.010 H. in the Business Park District. (Discussed at the April 2, 2008 Special Plan Commission Meeting).

Mayor Meyer opened the public hearing at 6:09 p.m.

City Administrator Golat explained that Ordinance 4A-08 is to amend Section 19.24.010 H. to allow retail use as a permitted use in the Business Park District. Golat said that currently retail is not listed as an outright allowed or conditional use in the Business Park District. Golat said that because this ordinance revises the zoning code, a public hearing is required. This ordinance revision was discussed at the April 2, 2008 special Plan Commission meeting, and the change was unanimously recommended by the Plan Commission.

Motion by Spangler/Stuber to close the Public Hearing at 6:10 p.m. **Motion carried.**

(VIII)(2) Consider Ordinance 4A-08 amending Section 19.42.010 H to allow Retail Use as a Permitted Use in the Business Park District.

City Administrator Golat asked Council to consider the Plan Commission's recommendation in deciding whether to approve ordinance 4A-08.

Motion by Spangler/Hanks to approve Ordinance 4A-08 amending Section 19.42.010 H to allow retail use as a permitted use in the Business Park District. **Motion carried.**

(VIII)(3) Presentation regarding the City's wellness program.

City Administrator Golat explained that the City formed an employee wellness committee in 2007 after receiving a wellness grant from the State. The City partnered with the Altoona School District in applying for the grant. The primary purpose of the grant was to establish priorities for both the school district and the City wellness programs.

Ann Lein, the Committee's Chairperson was present to further explain the program. Lein gave some background history of the Wellness Committee. Lein mentioned that goals have been established with the help of city departments who have volunteered to be on the committee. Lein said the committee utilized UW Eau Claire students to help develop the program. Lein announced that the kickoff of the wellness program is Tuesday, April 22 for firefighters (part time employees) and a luncheon on Thursday, April 24 for full time employees.

(VIII)(4) Consider Luther Midelfort wellness screening contract.

Ann Lein explained the contract between the City and Luther Midelfort to conduct health screening biometrics for City employees. The screening is scheduled for May 13, 2008. The screening will include measuring employee height, weight and blood pressure. Employees will also have their blood drawn to evaluate cholesterol levels. Luther will tabulate the results and distribute the results confidentially to the employees. The individual results will be combined and presented to the City to show areas which require improvement and areas the wellness program should focus on. The screening is being conducted by Luther at no cost to the City. Attorney Behling reviewed the contract and came up with some minor changes.

Motion by Spangler/Henning to approve the Luther Midelfort wellness screening contract. **Motion carried.**

(VIII)(5) Consider Ordinance 4B-08 adopting Chapter 3.30 of the Altoona Municipal Code establishing an Economic Development Revolving Loan Fund.

City Administrator Golat explained Ordinance 4B-08 which establishes an Economic Development Revolving Loan Fund for the City of Altoona. The stated purpose of the ordinance is to promote a working partnership with business, industry, labor and the public to create long-term employment opportunities, expand the local tax base and promote diversification of the commercial and industrial economy of Altoona. The ordinance grants authority to the City Council to provide Loan Funds for projects or activities having a clear relationship to the economic development objectives of the City of Altoona. Golat also commented on the Revolving Loan Fund Plan Guidelines, application forms and other needed documents for administration of the program.

Motion by Spangler/Hanks to adopt Ordinance 4B-08 establishing an Economic Development Revolving Loan Fund for the City of Altoona. Roll call vote, 5-ayes, Spangler, Hanks, Stuber, Weber, Henning, 0-nays.

Motion carried 5-0.

Motion by Henning/Spangler to approve the Revolving Loan Fund guidelines and application format. Roll call vote, 5-ayes, Henning, Spangler, Hanks, Stuber, Weber, 0-nays. **Motion carried 5-0.**

(VIII)(6) Consider Ordinance 4C-08 approving annexation of the Curt Manufacturing and JD Manufacturing properties.

City Administrator Golat explained Ordinance 4C-08, which is to approve the annexation of Curt Manufacturing and J&D Manufacturing properties to the City of Altoona. The properties applied for annexation to the City by direct petition. The City limits connect with the properties on the backside of the Hillcrest Estates properties. Golat said the properties are requesting annexation to the City in anticipation of the City extending water and sewer services to Curt Manufacturing.

The financial implications of the annexation have been considered by the City's Finance Committee as well as the Council. Staff recommends approval of Ordinance 4C-08 approving the annexation of the Curt Manufacturing and J&D properties into the City of Altoona.

Motion by Spangler/Henning to approve Ordinance 4C-08 to approve the annexation of the Curt Manufacturing and J&D Manufacturing properties to the City of Altoona. **Motion carried.**

(VIII)(7) Consider Development Agreement between Curt Manufacturing and the City of Altoona.

City Administrator Golat explained the Development Agreement between the City and Curt Manufacturing and indicated that he has already received a signed contract from Curt Tambornino. The contract provides the City will extend water and sewer utilities to Curt Manufacturing and provide a \$64,000 forgivable loan to Curt in consideration of Curt agreeing to create 50 full-time jobs and building an addition to their building with a minimum valuation of \$1,000,000. The contract also provides Curt will be required to make payments in lieu of taxes if they do not create \$1,000,000 in increment by the end of 2009. Golat explained some minor changes and provided copies of the changes to the Council.

Motion by Spangler/Hanks to approve the Development Agreement between the City and Curt Manufacturing as presented by City Administrator Golat with the minor changes noted. **Motion carried.**

(VIII)(8) Consider convening in closed session.

Motion by Hanks/Stuber to convene in closed session at 6:40 p.m. pursuant to the following Wis. Stats. 19.85 (1)(e) A. Discuss/consider offer on City property located adjacent to N. Hillcrest Parkway. B. Update on discussions with Township Fire. Roll call vote, 5-ayes, Hanks, Stuber, Weber, Spangler, Henning, 0-nays. **Motion carried 5-0.**

(VIII)(9) Reconvening in open session.

Motion by Spangler/Stuber to reconvene in open session at 7:48 p.m. **Motion carried.**

(IX) Miscellaneous Business and Communications - None.

(X) Adjournment.

Motion by Spangler/Hanks to adjourn at 7:49 p.m. **Motion carried.**

Minutes submitted by

Cindy Bauer, City Clerk