

**CITY OF ALTOONA, WI**  
**REGULAR COUNCIL MEETING MINUTES**  
**September 25, 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 William Spangler, Brendan Pratt, Dale Stuber, Ray Henning, Colleen Weber and Red Hanks were present. Also present: Mayor Tom Meyer, Attorney Ryan Schuetz, City Administrator Mike Golat, Fire Inspector Gary Puljas, and City Clerk Cindy Bauer.

**(IV) Citizen Participation Period**

Red Hanks mentioned that he attended the Eggs and Issues in Elk Mound last week with politicians and summarized the discussions.

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

**Motion carried.**

**(V) Approval of minutes.**

Motion by Spangler/Stuber to approve the minutes of the September 11, 2008 Regular Council Meeting.

**Motion carried.**

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

Mike Golat reported on public works projects taking place in the City. He said they are near completion on Well #7. They will be starting soon with the construction of the well house. Golat said utility extensions on Hwy 12 are complete.

**City Committee Reports** – none.

**(VII) Unfinished Business** – none.

**(VIII) New Business**

**(1) Consider approval of an application from The Potting Shed Garden & Gifts, Inc. for a Class C Retailer's license to sell wine.**

Nancy Skelley, agent for the Potting Shed, located at 1728 N. Hillcrest Parkway has applied for a Class C Retailers license to sell wine in their gift shop. They plan on opening October 1, 2008.

Motion by Spangler/Henning to approve a Class C Retailers license to the Potting Shed. **Motion carried.**

**(VIII)(2) Proclamation proclaiming Fire Prevention Week in the City of Altoona from October 5-11, 2008.**

Motion by Weber/Spangler to proclaim October 5-11, 2008 as Fire Prevention Week.

Fire Inspector Gary Puljas explained that Fire Prevention Week is actively supported by fire departments cross the country. The Altoona Fire Department is taking this opportunity to join our fellow departments to promote fire prevention safety in Altoona. Puljas explained that every year the National Fire Prevention Association does a theme for fire prevention. This year they are stressing the importance of parents keeping lighters/candles away from children. Puljas said they start the fire prevention program in schools the first week in October.

Mayor Meyer read the proclamation and proclaimed October 5-11, 2008 as Fire Prevention Week. **Motion carried.**

**(VIII)(3) Discuss/consider Resolution 9B-08 a relocation order consistent with State Statute 32.05(1) in anticipation of the City condemning a sanitary sewer easement on property owned by Josephine Schmidt.**

Motion by Spangler/Hanks to approve Resolution 9B-08, a relocation order consistent with State Statute 32.05(1) in anticipation of the City condemning a sanitary sewer easement on property owned by Josephine Schmidt. Discussion followed.

City Administrator Golat explained Resolution 9B-08. Golat said the required easement is in the northwest quadrant of River Prairie and the sewer line is already installed. The resolution is a necessary step in the condemnation process. Golat explained the process following the resolution. **Motion carried.**

**(VIII)(4) Discuss/consider approval of logging contract for thinning Cinder City Park Red Pine plantation.**

Motion by Spangler/Henning to award the logging contract to Jon Bohaty for thinning Cinder City Park Red Pine plantation. Discussion followed.

City Administrator Golat explained that the city requested bids from three companies for thinning the red pine plantation at Cinder City Park. The city received two bids, one of which was subsequently withdrawn, the other submitted by Jon Bohaty. City Administrator Golat said Bohaty did the work on the Bob Brown property. Golat indicated that we will be receiving revenue in the \$4,000-\$5,000 range. The bid also includes the removal of the front row of trees along Spooner Avenue between the two entrances. **Motion carried.**

**(VIII)(5) Discuss/consider selecting a consultant to perform a Classification and Compensation Study for the City of Altoona's non-represented permanent employees.**

Motion by Henning/Pratt to approve the consulting/compensation study. Discussion followed.

City Administrator Golat explained that the City received two proposals. One proposal was submitted by Carlson Dettmann Consulting and the other by Springsted. A subcommittee of the Personnel Committee evaluated the proposals and unanimously agreed to recommend Carlson Dettmann Consulting for selection to the Council. The Library Board has agreed to pay for its proportionate share of the study not to exceed \$4,000

Council Member Hanks had concerns with the budget. Hanks had more concerns on how we compare with Chippewa Falls, Eau Claire and Menomonie. Hanks felt we shouldn't have to be equal to only communities our size.

Pratt felt we don't have any guidelines to compare with. Pratt said there are no uniform standard policies with City employees. Pratt also felt we should really have a range of salary for each position.

Spangler felt each position doesn't always match up with other communities; for example City Clerk in Fall Creek or Chippewa Falls may have different responsibilities than the City Clerk here. Spangler said in reviewing what Carlson Dettmann does, they look at comparables and job descriptions.

Mayor Meyer felt for the betterment of the employees the study should be done.

Weber asked how we are going to pay for it. City Administrator Golat said the Finance Director recommended taking it out of the Council contingency fund. Golat then explained the cost of the study.

Stuber and Weber both felt that our employees are relatively happy with their job, but after this study is completed and it is determined that the employees are underpaid and the City doesn't have the money to increase their salary, it will cost a lot of bad feeling.

Weber felt the contract doesn't spend a lot of time addressing what this company can do. The transition period where it is determined what the salary ranges are for all the positions. Weber asked if the company can help us during the implementation period.

Henning amended his motion followed by Pratt to award the bid to Carlson Dettmann Consulting at a cost not to exceed \$11,000. Roll call vote 5-ayes, Henning, Pratt, Spangler, Weber, Stuber, 1-nay, Hanks. **Motion carried 5-1.**

**(VIII)(6) Discuss/consider approval of special charge for recycling for the 2008 Property Tax Bill.**

City Administrator Golat explained that as part of the City's recycling agreement with Eau Claire County, the City is required to pay its equitable share of the County's recycling and clean sweep programs. This cost is covered by adding a charge to the annual tax bill of each property owner that owns single-family to fourplex units; the charge requires review and approval by the City Council each year.

Motion by Spangler/Weber to approve the special charge for recycling for the 2008 property tax bill.

**Motion carried.**

**(VIII)(7) Discuss/consider approval of bartender licenses to Jonathan Fuller, Ann King, and Robert Beebe. (Approved by the Altoona Police Department).**

Motion by Hanks/Henning to approve the bartender licenses to Jonathan Fuller, Ann King, and Robert Beebe. **Motion carried.**

**(VIII)(8) Consider convening in closed session pursuant to Wis. Stats 19.85 (1)(e) A. CottageRidge Group Developer's Agreement.**

Motion by Henning/Weber to convene in closed session at 6:45 p.m. pursuant to Wis. Stats 19.85 (1)(e) A. CottageRidge Group Developer's Agreement. Roll call vote, 6-ayes, Henning, Weber, Stuber, Hanks, Pratt, Spangler, 0-nays. **Motion carried 6-0.**

**(VIII)(9) Motion to reconvene to open session for the purpose of discussion on the matters entertained in closed session.**

Motion by Spangler/Hanks to reconvene in open session at 7:03 p.m. for the purpose of discussion on the matters entertained in closed session. **Motion carried.**

Motion by Spangler/Henning to direct City Staff to continue negotiations with CottageRidge. **Motion carried.**

**(IX) Miscellaneous Business and Communications** – none.

**(X) Adjournment.**

Motion by Weber/Hanks to adjourn at 7:05 p.m. **Motion carried.**

Minutes submitted by  
Cindy Bauer, City Clerk