

**CITY OF ALTOONA, WI
ORGANIZATIONAL AND
REGULAR COUNCIL MEETING MINUTES
April 21, 2009**

(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) Recognition of Outgoing Council Members.

There were no outgoing Council Members. All three were re-elected.

(IV) Swearing in of Newly Elected Alderpersons.

The following alderpersons were sworn in by City Clerk Bauer:

Ray L. Henning, representing Wards 8 & 9, District 4

Brendan Pratt, representing Wards 10 & 11, District 5

Colleen Weber, representing Wards 12 & 13, District 6

(V) Roll Call

The City Clerk called the roll. Council Persons Brendan Pratt, Ray Henning, Dale Stuber, William Spangler, Colleen Weber and Red Hanks were present. Also present: Mayor Tom Meyer, City Administrator Mike Golat, Finance Director Jon Pfeilsticker, City Engineer Dave Walter and City Clerk Cindy Bauer.

(VI) Citizen Participation Period

Council Member Hanks commended City Administrator Golat on his presentation last Friday at the Chamber breakfast.

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

(VII) Approval of minutes.

Motion by Henning/Stuber to approve the minutes of the April 9, 2009 Regular Council Meeting. **Motion carried.**

(VIII) Reports of City Officers/Committee/Commission Report

Golat mentioned that he attended a stimulus funding meeting on Monday. Golat said the State of the City address at the Chamber Breakfast last Friday was well received. Golat said he brought attention to what we have and the potential growth opportunities in the City of Altoona.

(IX) Unfinished Business – none.

(X) New Business

(1) Consider Election of Council President.

Mayor Meyer opened nominations from the floor for Council President. Council Member Henning nominated Bill Spangler as Council President, seconded by Council Member Stuber.

There being no other nominations from the floor, motion by Stuber/Weber to close nomination and cast an unanimous ballot. **Motion carried.** Bill Spangler was appointed Council President.

(X)(2) Consider Date for Initial Board of Review Meeting.

Motion by Weber/Spangler to set the Initial Board of Review Meeting to May 28, 2009 at 5:45 p.m. to adjourn until later this summer when the Assessment Roll becomes available. **Motion carried.**

(X)(3) Consider Mayoral Appointments and Chairpersons.

Motion by Spangler/Henning to approve the mayoral appointments and chairpersons as listed by Mayor Meyer. (Committee list available at City Hall). **Motion carried.**

(X)(4) Public Hearing at 6:00 p.m. (Or as soon thereafter as is practical) regarding the proposed Certified Survey Map, Lots 1-7, Block 62, Sherman Highland Addition, to combine 7 lots into 4 lots located on the vacated San Juan Road as submitted by Clint Heiman. (Discussed at the April 13, 2009 Plan Commission Meeting).

City Administrator Golat explained that the Plan Commission, at its April 13, 2009 meeting, reviewed a Certified Survey Map submitted by Clint Heiman and Heiss-Loken & Associates to combine 7 lots into 4 lots to accommodate 4 duplexes located on the vacated San Juan Road. The map included a five foot (5 Ft) proposed easement along the west boundary of the property which will serve for an existing overhead electric utility line as well as phone and cable; this easement may need to be recorded in a separate document. Golat further explained that a twenty foot (20 ft.) easement is shown along the entire east boundary of the property and will serve water, sewer and natural gas. Additionally, an access easement for the inside lots 2 and 3 needs to be recorded either on the plat or between the affected properties. Although not explicitly required by State Statutes, the easement may need to be recorded as a separate document to satisfy requirements set forth by title companies for insurance purposes. Golat said the Plan Commission recommended approval of the attached Certified Survey Map, with the condition that if private easements are required to be recorded separately, the landowner will do so. Mr. Heiman stated at the April 13, 2009 Plan Commission meeting that he agreed to this condition.

Motion by Spangler/Weber to close the Public Hearing at 6:09 p.m. **Motion carried.**

(X)(5) Consider approval of Certified Survey Map (CSM) Lots 1-7, Block 62, Sherman Highland Addition, to combine 7 lots into 4 lots located on the vacated San Juan Road as submitted by Clint Heiman.

Motion by Spangler/Hanks to approve the Certified Survey Map as submitted by Clint Heiman with the condition all private utility and access easements be recorded by specific documentation if staff determines this action necessary. **Motion carried.**

(X)(6) Mayoral Proclamation declaring May as Bike Month in the City of Altoona.

Mayor Meyer read the proclamation declaring May as Bike Month in the City of Altoona.

City Administrator Golat explained that this proclamation is done every year to bring public awareness of bicycle operation and safety education. Golat announced the activities that will be taking place during the week of May 10-15, 2009.

(X)(7) Consider approval of contract with Short, Elliot, Hendrickson, Inc. (SEH) to complete preliminary engineering and assemble grant application materials for the Well #1 reconstruction project.

City Administrator Golat explained that the City's Well #1, which is over 100 years old, needs to be reconstructed to bring it into compliance with current DNR standards. In anticipation of the federal stimulus funds becoming available, City staff submitted a pre-application for the project. Last week staff learned the project has been ranked at about number 100 on the DNR's Safe Drinking Water Project Priority List. Golat said all application materials were due to the DNR by April 30th for the Safe Drinking Water Fund Program. Staff contacted DNR staff both in Madison and Green Bay to assess the likelihood the project would be funded if an application was submitted. State staff said they could not give a good assessment of the project's chances, but encouraged the City to apply, noting that many of the projects definitely would not be submitted. City Administrator Golat suggested that the City submit the minimum required application materials so that we would not miss an opportunity. The cost for SEH to prepare these materials is \$19,000. The cost for the full design, if we are likely to receive the funding (\$398,000, 50% grant/50% loan) would be approximately \$45,000.

SEH completed some work on this project in 2007 and reports they can have the application and associated materials completed by the deadline. Council needs to determine whether they are willing to spend the \$19,000 with the hope they will receive the grant and low interest project loan. Golat said money is available in the water fund to cover the engineering cost. The work will be utilized whether we do the project now or later. Tim Marko from Short Elliot Hendrickson was present to answer any questions regarding the contract.

Motion by Henning/Weber to approve a contract with SEH for assembling application materials and completing pre-design for the Well #1 reconstruction project and to amend the 2009 water department budget to pay for the work. Roll call vote, 6-ayes, Henning, Weber, Stuber, Pratt, Spangler, Hanks, 0-nays. **Motion carried 6-0.**

(X)(8) Consider approval of Resolution 4B-09 authorizing a City representative to file applications for financial assistance from State of Wisconsin Environmental Improvement Fund.

City Administrator Golat explained Resolution 4B-09 authorizing a City representative to file applications for financial assistance from State of Wisconsin Environmental Improvement Fund. Golat said this resolution is necessary for submittal of the application materials as noted in agenda item 7.

Motion by Spangler/Weber to approve Resolution 4B-09 authorizing a City representative to file applications for financial assistance from State of Wisconsin Environmental Improvement Fund. **Motion carried.**

(XI) Miscellaneous Business and Communications

Council Member Weber mentioned that the Ski Sprites will be having a Spaghetti Feed at the VFW on Starr Avenue in Eau Claire on Thursday, April 22, 2009 from 4:30 – 8:00 p.m.

(XII) Adjournment.

Motion by Weber/Henning to adjourn at 6:22 p.m. **Motion carried.**

Minutes submitted by

Cindy Bauer,
City Clerk