

CITY OF ALTOONA, WI
REGULAR COUNCIL MEETING MINUTES
September 8, 2016

(I) Call Meeting to Order

Mayor Brendan Pratt called the meeting to order at 6:05 p.m. held in the Council Chambers at Altoona City Hall.

(II) Pledge of Allegiance

Mayor Pratt led the Common Council and others in attendance in the Pledge of Allegiance.

(III) Roll Call

City Clerk Cindy Bauer called the roll. Mayor Brendan Pratt, Council Persons Dale Stuber, Red Hanks, Andrew Schlafer, Ray Henning, Tim Sexton and David Rowe were present. Also Present: City Attorney John Behling, City Administrator Mike Golat, City Engineer/Director of Public Works David Walter, City Planner Joshua Clements, Police and Fire Chief Jesse James, Recreation Manger Debra Goldbach, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

(IV) Citizen Participation Period

Motion by Stuber/Hanks to close Citizen Participation Period. **Motion carried.**

(V) Approval of minutes.

Motion by Henning/Rowe to approve the minutes of the August 25, 2016 Regular Council meeting. Schlafer abstained. **Motion carried.**

(VI) City Officers/Department Heads Report

CE/DPW David Walter reported that construction has started for the River Prairie Northwest trail. City Administrator Golat gave an update on the ongoing projects in the River Prairie Development.

City Committee Reports - None.

(VII) Unfinished business

(1) Discuss/consider approval of technology upgrades in the Council Chambers. (No action at the June 9, 2016 Council Meeting).

CE/DPW Walter explained that a proposal for technology upgrades in the Council Chambers was presented during the June 9th meeting. Staff was directed at that time to seek additional proposals. Staff requested proposals from several firms but only received one other proposal in addition to the original bid from Audio Architect. Walter summarized the bid proposals. The major options consisted of the following:

1. Replace the existing audio system.
2. Replace the overhead projector/screen combination with an 80-inch HD monitor.
3. Add a second monitor which would be angled toward the audience.
4. Installation of a fixed camera and video recording system.

Walter mentioned that Council expressed the desire to stream the Council meetings online and have Public Access Community Television do the televising. The cost for the City to add fixed equipment for cameras and recorders ranged from \$16,500 to \$18,500. Walter mentioned other miscellaneous costs; the grand total cost of the upgrades in the Council Chambers, if Council wishes, is either \$44,000 or \$62,000.

Council Member Stuber questioned if it was worth the cost to televise the Council Meetings. Discussion followed regarding Public Access Community Television (PACT). City Administrator Golat commented on a company called Granicus that provides meeting management and video editing.

Council Member Schlafer suggested that before buying the equipment, get an analysis done for the City to video the Council meetings on YouTube through Granicus, verses PACT. City Administrator Golat said he could have Granicus come in at a future Council Meeting to further explain their company and what they have to

offer. No action at this time.

(VIII) New Business

(1) Discuss/consider awarding bid for construction of Prairie Event Center.

City Administrator Golat explained that the City received bids for construction of the Prairie Event Center on September 1, 2016. Bids were tabulated by the City's construction manager, Market & Johnson; Council received copies of bids prior to the Council Meeting. Golat recalled that Market & Johnson estimated the project cost between \$2.1 M to \$2.3 M, and staff presented a financing plan for \$2.1 M.

Jamey Bowe of River Valley Architects and Brad Kemis of Market & Johnson were present to explain the bid for construction of Prairie Event Center.

Brad Kemis of Market & Johnson summarized the bidding process. Kemis explained why the bid for the Prairie Event Center was higher than anticipated. One of the reasons was the timing of the bid and the second was due to the cost of a steel girder system.

Jamey Bowe from River Valley Architects recalled from earlier presentations regarding various designs and options which in essence impacted the budget. Bowe commented on the patio design.

Kemis of Market & Johnson also commented that when the City hired Market & Johnson as the construction manager for the project it was on the basis that the City, once all the bids were received, would enter into guaranteed maximum construction contract with them to general the project. M & J is suggesting that at this time, a 4% contingency is a reasonable amount to add to the guaranteed maximum contract amount. This amount needs to be acceptable to both parties.

City Administrator Golat commented on the architectural design fees and construction management fees. Golat said there are placeholders for three additional work categories that have not been bid yet, but that Market & Johnson will bid in the next couple of weeks; these categories include audio visual equipment, security and fire alarm, and telephone and data system. The FF & E includes furnishings and equipment including tables and chairs, bar ware, soft seating, and pictures/displays. Recreation Manager Goldbach provided pricing on tables, chairs, and Christmas decorations for a total cost of \$42,031.96.

Mark LaVick of Benedict Refrigeration was present to answer any questions regarding kitchen equipment and bar supplies.

Council Member Henning commented that he spoke with eight caterers and none of them said the City would need some of the kitchen equipment like the convection ovens. Henning also questioned where the caterers were going to set up the serving area/buffet table.

Discussion followed regarding the catered events and the location of the buffet serving area.

David Zempel, Encore Bar & Grill, commented on the building layout of the event center for events. Zempel said that the layout for the Prairie Event Center is designed very well. Zempel said the Prairie Event Center is a great opportunity for the city.

Dave Berg, Wagner's Lanes and The Complexx commented that he has done numerous weddings. Berg said that a majority of the weddings will be served/plated versus going through a buffet line. Berg said it will be a very elegant building.

Council Member Hanks had concerns with cluttering in the hallway with coat racks and the buffet serving line. Paul Wilkes of Wagner's commented that an events coordinator would take care of any issues regarding catering and any other problems that might arise.

LaVick of Benedict Refrigeration suggested scaling back on some of the kitchen equipment. As the City moves forward and there are requests for different pieces of equipment, the kitchen would be able to accommodate larger units.

City Administrator Golat commented that in the alternatives and informational items section it was noted that there is a reduction of \$9,965 if a decorative wall is built in lieu of the fireplace and a suggested contingency is noted. The contingency represents 34% of the project total (\$79,973).

Motion by Stuber/Sexton to award the bid for the Prairie Event Center in the amount of \$2,281,794 which includes the convection ovens and to authorize to enter into a contract with Market & Johnson for a guaranteed maximum contract amount, 2-ayes, Stuber, Sexton and 4 nays, Rowe, Hanks, Henning, Schlafer.

Motion failed.

Discussion followed.

Mayor Pratt said Council approved the building and site plan at a previous Council Meeting. Council is in disagreement with the cost of the building.

Council Member Henning said his concerns that the City was buying equipment that is not determined if needed at this time. Henning would be in support of the building if we excluded some of the kitchen equipment that is not needed at this time.

Motion by Sexton/Stuber to award the bid for the Prairie Event Center in the amount of \$2,365,000 minus the \$9,396.01 for the two convection ovens and proofing cabinets (items #E6 and E9 as shown on the quote from Benedict Refrigeration) and to authorize to enter in agreement with Market & Johnson for a guaranteed maximum contract amount. Roll call vote 3-ayes, Stuber, Henning, Sexton, 3-nays, Schlafer, Hanks, Rowe. Mayor Pratt broke the tie vote with an aye vote. **Motion carried 4-3.**

(VIII)(2) Discuss/consider removing additional trees in Cinder City Park.

City Administrator Golat explained that following the last discussion by Council related to the Pine trees at Cinder City Park, staff hired a logger to remove the dead, damaged and dying trees as directed; approximately 26 trees were removed. In the middle section of the park behind Bement Field, the cutting created a remaining stand of trees with inconsistent geometry that does not appear, to the subjective eye, to complement the surrounding space. Public Works is beginning work on spreading the topsoil in preparation for installation of the sprinkler system. Staff would like Council to review the site one more time prior to installation of the sprinkler system and planting of the grass to assure that the work meets their expectations. To that end, staff invited Council members to meet at the site prior to the budget meeting and Council meeting on Thursday, September 8, 2016 at 3:30 PM, so that they have all information required to make a decision prior to finalizing the work plan for the park improvements.

Council Member Sexton commented on the trees in Cinder City Park. Sexton said Council met prior to the Council meeting this afternoon and came up with a couple different options to utilize the space for. Sexton said if the City was to remove additional trees, they should be replaced with more trees into that particular space. Sexton said it was important to bring on a landscape service to illustrate a drawing of what the park would look like with the replaced trees.

Council Member Henning and Hanks suggested replacing the trees with evergreen or similar trees.

Mayor Pratt commented that at previous Park & Rec Meetings there were discussions regarding not cutting trees in Cinder City Park unless they were dead; to go back and eliminate all the trees just to open up space that we really don't need at this point is not right. Pratt said the thought is to open the one spot where the Cinder City Days carnival takes place and utilize that space for flag football or soccer. The far end corner wouldn't be used until the City expanded programs in that area.

Council Member Rowe commented on the aesthetics of the remaining trees beyond Bement field. Rowe said we could do a much better job taking down those trees and replacing them with other nicer trees.

Recreation Manager Goldbach commented on the programs in Cinder City Park. Goldbach said some of the programs would require lighting because there are evening programs and it gets darker earlier in the fall.

Council Members Schlafer and Hanks both agreed to cut the trees in the areas that need cutting and replace with new trees.

City Administrator Golat summarized the discussion regarding the trees. Golat said there are two options to consider:

Option 1 - Cut from the road to where the opening is where Cinder City Days carnival takes place.

Option 2 - Cut from the road around to the dirt pile where the pole is; towards the maintenance building.

Motion by Hanks/Rowe to remove the trees just to the edge or two rows in where previously cut and replant new trees. Stuber against. **Motion carried.**

(VIII)(3)- Discuss/consider approval of Matt Woestman as the New Agent for Eau Claire Golf & Country Club, Inc. d.b.a Eau Claire Golf & Country Club, 828 Clubview Lane, Altoona, Wisconsin. (Approved by the Altoona Police Department).

City Administrator Golat explained that the City was notified in writing by Eau Claire Golf & Country

Club Inc that Jared Yakesh, Agent for the Eau Claire Golf & Country Club will no longer be employed by the Eau Claire Golf and Country Club as of August 29, 2016. The successor agent will be Matt Woestman who will be assuming the responsibility of Agent. Eau Claire Golf & Country Club submitted the necessary forms for appointing a new agent and was approved by the Altoona Police Department.

Motion by Hanks/Rowe to approve Matt Woestman as the new Agent for Eau Claire Golf & Country Club, Inc.d.b.a Eau Claire Golf & Country Club, 828 Clubview Lane, Altoona, Wisconsin. **Motion carried.**

(VIII)(4) Discuss/consider convening in closed session pursuant to the following:

Wis. Stats 19.85 (1)(e) A. Purchase and/or sale of property,

Motion by Henning/Hanks to convene in closed session at 7:54 p.m. pursuant to Wis. Stats 19.85 (1)(e). A. Purchase and/or sale of property. Roll call vote, 6-ayes, Rowe, Henning, Stuber, Sexton, Schlafer, Hanks, 0-nays. **Motion carried 6-0.**

(VIII)(8) Motion to reconvene to Open Session.

Wis. Stats 19.85 (1)(e) A. Purchase and/or sale of property.

Motion by Stuber/Hanks to reconvene to open session at 8:42 p.m. Roll call vote, 6-ayes, Stuber, Schlafer, Rowe, Hanks, Sexton, Henning, 0-nays. **Motion carried 6-0.**

City Administrator Golat explained that the Council discussed in closed session several matters related to development in the northwest quadrant of River Prairie; notably one that requires action tonight. That being a Letter of Understanding between Bascom Capital, LLC and the City of Altoona relating to building 3 apartment units along Front Porch Place in River Prairie.

Motion by Sexton/Hanks to approve a Letter of Understanding between Bascom Capital, LLC and the City of Altoona as presented with amendments for the purchase of lots on Front Porch Place located in the northwest quadrant of River Prairie and to authorize the mayor to sign all documents related to the purchase of lots. **Motion carried.**

(IX) Miscellaneous Business and Communication.

None.

(X) Adjournment.

Motion by Henning/Hanks to adjourn at 8:50 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk