

**CITY OF ALTOONA, WI**  
**ORGANIZATIONAL COUNCIL MEETING MINUTES**  
**April 17, 2018**

**(I) Call Meeting to Order**

Mayor Brendan Pratt called the meeting to order at 3:30 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) Swearing in of Re-Elected Mayor and Alderpersons**

Mayor – Brendan Pratt

Aldermanic District 1, Dale R. Stuber

Aldermanic District 2, Red Hanks

Aldermanic District 3, Andrew Schlafer

City Clerk Cindy Bauer swore in Mayor Brendan Pratt and Alderpersons Dale Stuber, Red Hanks and Andrew Schlafer.

**(IV) Roll Call**

City Clerk Bauer called the roll. Mayor Brendan Pratt, Council Persons Dale Stuber, Red Hanks, Andrew Schlafer, Matthew Biren, Tim Sexton and David Rowe were present. Also Present: City Administrator Michael Golat, City Planner Joshua Clements, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

**(V) Citizen Participation Period**

There being no citizen participation, motion by Hanks/Rowe to close Citizen Participation Period. **Motion carried.**

**(VI) Reports of City Officers/Committee/Commission Reports**

Finance Director Tina Nelson gave a brief Financial Planning Report which consisted of Revenue and Land Sales. Nelson also summarized the River Prairie Event Center Budget consisting of revenues and expenses. Council Members requested a copy of the report.

**(VII) Unfinished Business** - none

**(VIII) New Business.**

**(1) Discuss/consider Election of Council President.**

Mayor Pratt opened nominations from the floor for Council President.

Council Member Rowe nominated Andrew Schlafer as Council President, seconded by Council Member Hanks.

Motion by Stuber/Rowe to close the nominations and cast an unanimous vote for Andrew Schlafer as the Council President. **Motion carried.**

Andrew Schlafer was declared Council President.

**(VIII)(3) Discuss/consider Date for Initial Board of Review and Open Book.**

Clerk Bauer explained that every year prior to the Organizational Council Meeting, Clerk Bauer contacts Bowmar Appraisal to determine a date for Open Book and Board of Review. As in the past, the assessment roll has not been ready until later in the summer which falls outside the required time frame to hold the Board of Review according to Wis. State Stats. Clerk Bauer noted Bowmar Appraisal is scheduling the Open book to be held on Monday, July 16, 2018 from 4-6 p.m. and the Board of Review on Monday, July 23, 2018 from 4-6 p.m.

Motion by Stuber/Biren to approve setting the Initial Board of Review Meeting date to May 24, 2018 at 5:45 p.m. and adjourn until July 23, 2018 when the assessment roll becomes available. **Motion carried.**

**(VIII)(3) Consider Mayoral Appointments and Chairpersons.**

Mayor Pratt recommended appointments and chairpersons as listed in his memorandum to Council and asked for approval.

Motion by Stuber/Hanks to appoint all committees as recommended by Mayor Pratt in his memo. **Motion carried.** (Complete list of appointments are as follows)

Altoona Area Foundation Inc.

**Appointment of Red Hanks as Council Rep. (1 year term)**

Altoona Community Development Committee

**Re-appointment of Mark Willer as Citizen Member (4 yr term to April 2022)**

Two vacant positions at this time (terms until 2020 and 2021)

**Re-appointment of Dale Stuber as the Council Rep and chairperson.**

Altoona Housing Authority

**Re-appointment of Sally Parker as citizen (4 yr. term to April 2022)**

**Re-appointment of Dale Stuber as the Council Rep**

The Housing Authority appoints a chairman at their annual meeting in June.

Ad Hoc Knollwood Restrictive Covenant Review Committee

**Re-appointment of James Jolley, Bruce Thielen, and Joshua Clements.**

**Vacant, Citizen (1 year term)**

Ad Hoc Altoona Business Park Development Review Committee

**Re-Appointment of Andrew Schlafer, Council Rep for District 3 and Chairman**

**Re-Appointment of Dan Leibham, City Government/Mayor Representative**

**Re-Appointment of Matthew Biren, City Government/Mayor Representative**

The Declarant will remain the same.

The owners of the businesses in the Business Park will elect two members TBD.

Estates at River Prairie

Disbanded in 2014

Finance Committee

**Re-appointment of Andrew Schlafer as Council Rep and Chair**

**Re-appointments of Red Hanks, David Rowe, and Matthew Biren as Council Reps**

**Re-appointment of Mark Willer as Citizen Rep.**

Library Board

**Re-appointment of Elizabeth Snyder, Altoona Citizen (3 yr. term to 2021)**

**Re-appointment of Sheila Presler, Town of Washington Rep (3 yr term to 2021)**

**Appointment of Liz Kaetterhenry, Altoona School District Rep.**

**Re-Appointment of Dale Stuber to serve as Council Rep.**

The Library Board appoints a chairman at their meeting in May. Liz Snyder is currently the chairperson.

Parks & Recreation Committee

**Re-Appointment of Bill Hoepner and Eric Nielsen as Citizen Reps (term to 2021)**

**School Board Rep (To be determined by Altoona School Board at their May meeting). Brad**

**Poquette is currently the School Board Rep.**

**Re-Appointment of Tim Sexton as Council Rep and chairman.**

Personnel Committee

**Appointment of Terry Magnuson, Citizen (2 yr. term to 2020)**

**Re-appointments of Tim Sexton, Matthew Biren and David Rowe, Council Reps**

Plan Commission

**Re-appointment of Dean Roth, Citizen (3 yr. term to 2021)**

**Appointment of Matthew Biren, Council Rep.**

**Re-Appointment of Andrew Schlafer, Council Rep.**

Police & Fire Commission

**Re-appointment of Brian Dunham, Citizen (term to 2023)**

Zoning Board of Appeals

**Re-appointment of Mark Willer, Citizen (3 yr. term to 2021)**

**Re-appointments of Paul Swartos and Dan Leibham, Alternates (1 yr. terms)**

**Re-Appointment of Dale Stuber, Council Rep and chairman**

**(VIII)(4) Discuss/consider approval of Jeremy Dickinson as the New Agent for Cenergy, LLC, d.b.a. Mega Holiday #3705, 1027 N. Hillcrest Pkwy, Altoona, Wisconsin. (Approved by the Altoona Police Department).**

City Clerk Bauer explained that the City was notified in writing by Cenergy LLC. that Jeremy Dickinson has been appointed to take over leadership responsibilities of the Mega Holiday #3705 store located at 1027 N. Hillcrest Pkwy, replacing Ann Mattison who has retired.

Cenergy LLC. submitted the necessary forms for appointing a new agent and was approved by the Altoona Police Department.

Motion by Rowe/Hanks to approve Jeremy Dickinson as the new Agent for Cenergy, LLC, d.b.a. Mega Holiday #3705, 1027 N. Hillcrest Pkwy, Altoona, Wisconsin. **Motion carried.**

**(VIII)(5) Discuss/consider approval of bartender licenses to Andrew Thayer, Crystal Hiles, Jeanette Hoff, and Mikhail Hoover. (Approved by the Altoona Police Department).**

The City has received bartender license applications from Andrew Thayer, Crystal Hiles, Jeanette Hoff, and Mikhail Hoover. Police Lieutenant Livingston has reviewed and recommends approval of the bartender license application.

Motion by Hanks/Stuber to approve bartender licenses to those listed on the agenda. **Motion carried.**

**(IX) Miscellaneous Business and Communication**

Clerk Bauer reminded the Mayor and Council members of the April 20, 2018 Eggs & Issues Series at the River Prairie Center.

**(X) Adjournment.**

Motion by Hanks/Rowe to adjourn at 3:58 p.m. **Motion carried.**

Minutes submitted by

Cindy Bauer, City Clerk