

CITY OF ALTOONA, WI
SPECIAL COUNCIL MEETING MINUTES
August 1, 2019

(I) Call Meeting to Order

Mayor Brendan Pratt called the meeting to order at 2:00 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, Matthew Biren, Tim Sexton, and Susan Rowe were present. Also Present: Attorney Christopher Gierhart, City Administrator Mike Golat, City Engineer/Director of Public Works (CE/DPW) David Walter, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

(IV) Citizen Participation Period

Motion by Biren/Sexton to close Citizen Participation Period. **Motion carried.**

(V) New Business

(1) (VIII)(2) Discuss/consider approval of Resolution 7C-19, a final resolution authorizing street and utility improvements and levying special assessments against benefited property for the Bartlett Avenue/CTH KB Reconstruction-Phase 2 project.

City Administrator Golat recapped the meeting of July 25, 2019 regarding the disapproval of Resolution 7C-19.

CE/DPW David Walter explained that a special assessment hearing for the Bartlett Avenue/CTH KB Reconstruction-Phase 2 project was held during the July 25, 2019 City Council Meeting. During the hearing, the owner of 503 Bartlett Avenue had concerns with his property assessment and asked Council to consider omitting the second hookup connection of water and sanitary services on his property. CE/DPW Walter reviewed the assessment procedure and mentioned to Council that if Council so wishes, a modification to the residential assessments would need to be reflected in Resolution 7C-19.

CE-DPW Walter explained that 500 Bartlett LLC raised concern over the amount of her estimated assessment on three parcels. In light of the stated concerns, staff reviewed Chapter 3.24 of City Code and made the following observations: If Council wishes to apply a credit to reflect the irregular shape of the easternmost parcel, Council has the power to review the matter and give any credits it deems appropriate (Sections 3.24.150 and 3.24.160 of the Altoona Municipal Code). CE/DPW Walter provided Council with a diagram reflecting a suggested point of unusable frontage. Walter also commented on Section 3.24.100 of the Altoona Municipal Code regarding deferred assessments and explained that Council has the option to defer the assessment for the sewer and water portion of the assessment for up to ten years under the determination that the improvements are not being used. At the end of ten years, a payment plan could be established. Walter said that using the above methodology, the assessment for the property owner of 500 Bartlett LLC would be impacted to reduce her assessments also recognizing the irregular shape lot credit. If Council agrees with this approach, the specific terms must be included in Resolution 7C-19.

Sharon Moss of 500 Bartlett LLC was present to answer any questions Council had regarding her property. Moss commented on the use of her property and asked that moving forward Council need to review Commercial property in relation to the use of the property.

Don Bauer, 503 Bartlett Avenue, Altoona, appreciated the fact that Council might consider omitting the second hookup connection/installation of water and sanitary services on his property.

Motion by Biren/Sexton to approve Resolution 7C-19, a final resolution authorizing street and utility improvements and levying special assessments against benefited property for the Bartlett Avenue/CTH KB Reconstruction-Phase 2 project with the following modification:

1. Parcel #201-2342-03-000, #201-1020-03-080 and #201-1019-06-040 assessable frontage road

would be reduced from 589.71 feet to 319.59 feet, recognizing the irregular shape lot credit thus reducing both the grading and gravel item as well as the water main item.

2. The water and sewer portion of the assessment for Parcel #201-2342-03-000, #201-1020-03-080 and #201-1019-06-040 shall be deferred for 10 years.
3. Sanitary Service and Water Service assessments for the second hookup on parcel #201-1020-09-000 will not be installed thus reducing the assessment cost for that portion of the assessments.

Stuber and Hanks against. **Motion carried 4-2.**

(VI) Miscellaneous Business and Communication – none.

(VII) Adjournment.

Motion by Sexton/Stuber to adjourn at 2:19 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk