

**CITY OF ALTOONA, WI**  
**REGULAR COUNCIL MEETING MINUTES**  
**April 9, 2020**

**(I) Call Meeting to Order**

Mayor Brendan Pratt called the meeting to order at 6:00 p.m. The Regular Council Meeting was held via Zoom Teleconference/Video conference due to Coronavirus COVID-19.

**(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 Members Dale Stuber, Red Hanks, Andrew Schlafer, Matt Biren, Tim Sexton, and Susan Rowe were present. Also Present: City Attorney John Behling, City Administrator Michael Golat, City Planner Joshua Clements, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

**(IV) Citizen Participation Period**

Greg Emerson, 1570 Southern Hills Court commented that he would like Jelly Bean Hill to be dedicated as a park. Emerson is a phy-ed teacher at the Altoona High School and mentioned Jelly Bean Hill is used frequently for sledding and snowshoeing.

Karen Bechly, 2119 High Point Drive commented that she is in support of Jellybean Hill being dedicated as a park. Bechly's only concern is parking on top of the hill, that being High Point Drive, whereas there is only parking on the north side of the street. Bechly asked if there will be lawn mowing and other lawn care services.

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

**(V) Approval of minutes.**

Motion by Rowe/Sexton to approve the minutes of the March 26, 2020 Regular Council Meeting.

**Motion carried.**

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

City Administrator Golat recognized the efforts of those who participated in the Spring Election held April 7, 2020 at the River Prairie Center.

Staff is working on determining the financial impacts of the shutdown of the City which will be forthcoming.

Staff will be working with other jurisdictions on the recovery and how to prepare/be ready for the recovery process when that will take place.

City Administrator Golat recognized outgoing Council Members Red Hanks and Andrew Schlafer for their years of service as Alderpersons for the City of Altoona.

Mayor Pratt also thanked outgoing Council Members for their years of service.

Management Analyst Roy Atkinson updated the Council on the Census. The City of Altoona has over 60% response at this time.

City Planner Clements reported on building permit projects that have been taking place and moving forward at this time.

**City Committee Reports – None.**

**(VII) Unfinished Business – None.**

**(VIII) New Business**

**(1) Public hearing at 6:00 p.m. or as soon thereafter as is possible regarding Ordinance 4A-20, an Ordinance to rezone parcel #201231803000 located at Highpoint Drive from R-1 One Family Dwelling District, and parcels #201104608110 and 201104608120 located at McCann Drive from BP Business Park to P Public and Conservancy. (Discussed at the March 10, 2020 Plan Commission).**

Mayor Pratt opened the public hearing at 6:15 p.m.

City Planner Clements referred to Proposed Ordinance 4A-20. This item was discussed at the March 10 Plan Commission and March 10 Business Park Board. The proposed rezoning is requested by City Council President Andy Schlafer as an implementation measure corresponding to the proposed dedication of Jellybean Hill City Park. All of the property is owned by the City.

Brenda and Hannah Schlafer, 1912 High Point Drive both commented on dedicating Jellybean Hill as a public park. Brenda referred to the hill as a jewel for the City.

Kyle Herbert, 1920 High Point Drive was in support of dedicating Jellybean Hill as a public park.

Maria Herbert, 1920 High Point Drive was in support of dedicating Jellybean Hill as a public park and mentioned that she was on the Business Park Board who recommended approval of the dedication

Greg Emerson, 1570 Souther Hills Court reiterated his support of Jellybean Hill as a public park.

Chris Watson, 1828 High Point Drive was in support of dedicating Jellybean Hill as a public park and commented on other trails and parks that are being utilized.

City Planner Clements commented that there are no short term solutions being discussed or proposed at this time in regards to improvements or expansion of the use of the proposed lots for park purposes.

Motion by Sexton/Stuber to close the public hearing at 6:36 p.m. **Motion carried.**

**(VIII)(2) Discuss/consider approval of Ordinance 4A-20, an ordinance rezoning parcels as referred to in Item 1.**

Council Member Stuber commented on the loss of tax base on the buildable lots and did not think it was the right time.

Council Member Biren commented that there have not been any interested parties in purchasing those lots for quite some time.

Motion by Sexton/Schlafer to approve Ordinance 4A-20, an ordinance rezoning the parcels as referred to in Item 1. Stuber against. **Motion carried 5-1.**

**(VIII)(3) Discuss/consider approval of Resolution 4A-20, a resolution dedicating “Jellybean Hill City Park” (Discussed at the March 10 Plan Commission and March 30 Parks Board).**

City Planner Clements referred to the proposed Resolution 4A-20 “Dedication of Jellybean Hill City Park”. Clements mentioned that this item was discussed at the March 10 Plan Commission and March 10 Business Park Board. The proposed resolution is requested by City Council President Andy Schlafer as an implementation measure corresponding to the proposed dedication of Jellybean Hill City Park. While legally symbolic, the Resolution documents the clear intent of the City Council regarding the use of the property and official recognition as a City Park.

Motion by Schlafer/Sexton to approve Resolution 4A-20 dedicating Jellybean Hill City Park. Stuber against. **Motion carried 5-1.**

City Administrator Golat mentioned that staff is suggesting on doing some grading this year in certain sections of the lots to make some of the areas smoother.

**(VIII)(4) Public Hearing at 6:00 p.m. or as soon thereafter as is possible regarding Ordinance 4B-20, an Ordinance to rezone parcel 201211502010 from P Public and Conservancy and parcel 201101003010 from R-1 One Family Dwelling District to RP River Prairie Mixed Use District located near the intersection of Lake Road and Moonlight Bay Drive as initiated by the City of Altoona**

Mayor Pratt opened the public hearing at 6:43 p.m.

City Planner Clements referred to the proposed Ordinance 4B-20. Clements said the two subject parcels are owned by the City of Altoona and located on the south side of Lake Road, east of Lake Court. Parcel A (#201211502010) is approximately 3.38 acres and is proposed to be developed for residential uses as determined through RFP. Parcel A is wooded and otherwise unimproved. Parcel B (#201101003010) is approximately 0.55 acres and is utilized for a storm water pond. The adjoining uses to the east are zoned River Prairie Mixed Use and is the Lake Court Twinhome development. Property to the north is zoned R-1 One-Family Residential and are large-lot single-family residences with lake frontage. Property to the south is zoned Industrial and owned by Union Pacific Railroad. Clements said the purpose of the rezoning is to utilize the River Prairie Design Guidelines and Standards as the regulatory framework and entitlement procedure for the anticipated development. The City Council will have full control over negotiating the terms, features and character of the development through the property sale process. City Planner Clements mentioned that there was a letter that was distributed earlier this morning to Council from a resident that had concerns with the amount of additional traffic on Lake Road.

Motion by Sexton/Biren to close the public hearing at 6:45 p.m. **Motion carried.**

**(VIII)(5) Discuss/consider approval of Ordinance 4B-20, an ordinance rezoning parcel 201211502010 and parcel 20110100301 to RP River Prairie Mixed Use District.**

Motion by Rowe/Stuber to approve Ordinance 4B-20, an ordinance rezoning parcels as referred to in Item 4. **Motion carried.**

**(VIII)(6) Discuss/consider approval of Jacob Sullivan as the New Agent for Kwik Trip, Inc. DBA Kwik Trip #828, located at 2367 Spooner Ave, Altoona, Wisconsin.**

City Clerk Bauer explained that the City was notified in writing by Kwik Trip, Inc. that Jacob Sullivan has been appointed to take over leadership responsibilities of the Kwik Trip #828 store located at 2367 Spooner Ave, replacing Matthew Nesvacil.

Kwik Trip, Inc. submitted the necessary forms for appointing a new agent and was reviewed by the Altoona Police Department. Police Chief Bakken recommended approval of the new agent.

Motion by Biren/Hanks to approve Jacob Sullivan as the New Agent for Kwik Trip Inc, DBA Kwik Trip #828 located at 2367 Spooner Avenue, Altoona.. **Motion carried.**

**(VIII)(7) Discuss/consider convening in closed session pursuant to Wis. Stats: 19.85 (1)(e). A. Purchase and/or sale of property.**

Motion by Biren/Sexton to convene in closed session at 6:50 p.m. pursuant to Wis. Stats. 19.85 (1)(e). Roll call vote, 6-ayes, Stuber, Schlafer, Sexton, Hanks, Rowe, Biren, 0-nays. **Motion carried 6-0.**

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

**A. Purchase and/or sale of property.**

Motion by Hanks/Stuber to reconvene in open session at 7:40 p.m. Roll call vote, 6-ayes, Biren, Rowe, Stuber, Sexton, Schlafer, Hanks, 0-nays. **Motion carried 6-0.**

City Administrator Golat explained that there were several items discussed in Closed Session pertaining to the sale of city property and land acquisition, some requiring action.

Motion by Rowe/Stuber to accept the WB-40 Amendment to Offer to Purchase from Chippewa Valley Holdings, LLC or Assigns (PB & JT, LLC), originally dated September 26, 2019 and amended on January 9, 2020 for the closing date be changed from April 30, 2020 to August 1, 2020 for Lot 3 of CSM #3356 located in the River Prairie Development. **Motion carried.**

Motion by Stuber/Biren to accept the WB-40 Amendment to Offer to Purchase originally dated October 7, 2019 and accepted on October 10, 2019 for Lot 12 in River Prairie Development from Compass, LLC as amended on March 12, 2020 for the closing date be changed from April 24, 2020 to August 24, 2020 and authorize the Mayor to sign the documents on behalf of the City. **Motion carried.**

Motion by Biren/Hanks to accept the Counter Offer - WB-13 Vacant Land Offer to Purchase Eau Claire County Parcels 024110301000, 024110506020, and 024110504000 totaling 80.927 acres from ATR Properties of Eau Claire, c/o Bev Volkman, and to authorize the Mayor to sign the documents on behalf of the City. Stuber against. **Motion carried.**

**(IX) Miscellaneous Business and Communication**

Clerk Bauer reminded Council that the next meeting will be the Organizational Council Meeting on Tuesday, April 21, 2020.

**(X) Adjournment.**

Motion by Hanks/Rowe to adjourn at 7:47 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk