

**CITY OF ALTOONA, WI
REGULAR COUNCIL MEETING MINUTES
May 28, 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, Timothy Lima, Maria Guzman, 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, City Engineer/Director of Public Works (CE/DPW) David Walter, Police Chief Kelley Bakken, and City Clerk Cindy Bauer.

(IV) Citizen Participation Period

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

(V) Approval of minutes.

Motion by Lima/Stuber to approve the minutes of the May 14, 2020 Regular Council Meeting. **Motion carried.**

(VI) City Officers/Department Heads Report

City Administrator Golat reported that a new order came out to increase group gatherings from 10 to 20 people. The baseball fields will be open for teams to practice on. Golat also mentioned that the creek in River Prairie Park will tentatively be opened starting Tuesday, June 2, 2020. Signs will be posted to keep social distancing.

City Engineer/Director of Public Works (CE/DPW) David Walter gave an update on the completion of the 2019 Street Projects and the start of the 2020 Street Project on Thompson Drive/Knollwood Trail.

Police Chief Bakken updated the Council on service calls so far for 2020. Bakken commented on the matched traffic grant for 2020.

City Committee Reports – None.

(VII) Consent Agenda - None.

(VIII) Unfinished Business – None.

(IX) New Business

(1) Discuss/considering awarding the bid for the Annual Pavement Replacement Program.

CE/DPW David Walter explained that the Annual Pavement Replacement Program is a Capital Project that is included in this year's budget. Council approved moving surplus funds from the Thompson/Knollwood Drive and First Street East project. The bid opening for the above project was held on Tuesday, May 26th at 2:00 p.m. Council Members were provided the bid results prior to the Council Meeting. The city received two bids. Walter recommended awarding the bid to Monarch Paving Company for the amount of \$648,087.67. Walter noted that staff included the paving portion of the Cinder City parking lot improvement project. That project will be paid for through a separate line item. Walter stated that the bid results were very favorable and

were below budget by approximately \$118,000. If approved, Walter suggested adding the motion to direct staff to work with the bidder to adjust the project scope to fit with the available budget. Council members asked if there was a priority ranking list available of areas that are in dire need of paving. Staff will develop a priority list to include those areas in need of paving to guide future budgeting efforts.

Motion by Rowe/Stuber to approve awarding the bid to Monarch Paving Company in the amount of \$648,087.67 for the Annual Pavement Replacement Program and direct staff to work with the bidder to adjust the project scope to include paving of additional streets within the budget. **Motion carried.**

(IX)(2) Discuss/consider approval of Resolution 5A-20, a resolution extending a declaration of emergency in the City of Altoona related to the outbreak of COVID-19.

City Administrator Golat explained that the declaration of an emergency in the City of Altoona related to the COVID-19 outbreak is scheduled to expire on May 26, 2020. Circumstances still persist that may require the City to take extraordinary action in response to the COVID-19 crisis to assure a flexible and timely response. Therefore, staff is recommending the City extend the City's declaration of emergency until June 29th, 2020. The ratified declaration of emergency proclamation allowed the following:

- Preparedness for a flexible and timely response to an identified national and state health emergency with strong potential for local impacts and the ability to implement necessary community responses.
- Permits remote attendance options for City Council, board and committee meetings and cancellation of non-essential meetings while facilitating reasonable public access to meetings within current social gathering recommendations.

Motion by Sexton/Biren to approve Resolution 5A-20, a resolution authorizing extending a declaration of emergency in the City of Altoona related to the outbreak of COVID-19. **Motion carried.**

(IX)(3) Discuss/consider amending the City of Altoona Donation Agreement between the Altoona Historical Society and the City of Altoona for the Chicago & Northwestern Speeder.

City Administrator Golat explained that due to the COVID-19 pandemic, the Altoona Historical Society has not been able to meet in the last several months, and, therefore, hasn't firmed up its long term plans to display the speeder. According to the executed agreement between the AHS and the City (executed on May 1, 2019), in the summer of the second year the AHS will construct a covered shelter for the Speeder, at their own expense, at a location in a City of Altoona park mutually agreed upon by the two parties.

Staff received a letter from Donald Winrich of the Altoona Historical Society requesting a 1-year extension of the donation agreement between the Altoona Historical Society and the City of Altoona for the Chicago & Northwestern Speeder. The amended donation agreement between the City and the Altoona Historical Society for the Chicago Northwestern speeder extends the agreement to May 2022 to construct a covered shelter for the Speeder.

Motion by Sexton/Rowe to approve amending the City of Altoona Donation Agreement between the Altoona Historical Society and the City of Altoona for the Chicago & Northwestern speeder. **Motion carried.**

(IX)(4) Discuss/consider approval of Samantha Keefe as the New Agent for the Eau Claire Golf & Country Club, Inc, DBA Eau Claire Golf & Country Club, located at 828 Clubview Lane, Altoona, Wisconsin.

City Clerk Bauer explained that the City was notified by Eau Claire Golf & Country Club Inc. that Samantha Keefe has been appointed to take over leadership responsibilities of the Eau Claire Golf & Country Club located at 828 Clubview Lane, replacing Kelly Hawker. Eau Claire Golf & Country Club has submitted the necessary forms for appointing Samantha Keefe as the new agent. Police Chief Bakken has reviewed and recommended approval of the new agent.

Motion by Stuber/Rowe to approve Samantha Keefe as the New Agent for the Eau Claire Golf & Country Club, 828 Clubview Lane, Altoona. **Motion carried.**

(IX)(5) Discuss/consider convening in closed session pursuant to Wis. Stats: 19.85 (1)(e). A. Purchase and/or sale of property.

Motion by Rowe/Lima to convene in closed session at 6:33 p.m. pursuant to Wis. Stats. 19.85 (1)(e). Roll call vote, 6-ayes, Stuber, Lima, Guzman, Biren, Sexton, Rowe, 0-nays. **Motion carried 6-0.**

(IX)(6) Motion to reconvene to Open Session.

A. Purchase and/or sale of property.

Motion by Rowe/Lima to reconvene in open session at 7:09 p.m. Roll call vote, 6-ayes, Guzman, Stuber, Biren, Rowe, Sexton, Lima, 0-nays. **Motion carried 6-0.**

City Administrator Golat explained that there was one item discussed in Closed Session pertaining to the sale of approximately 3.93 acres of city property on Lake Road from Hoss Brothers in the amount of \$108,000 for townhouse condominium development. There were contingencies outlined in Exhibit A. One added condition is that the City shall have the right to review and approve any proposed sale agreement in the future.

Motion by Lima/Sexton to accept the WB-13 Land Offer to Purchase approximately 3.93 acres on Lake Road from Hoss Brothers, LLC ISAOA subject to the noted Addendum A agreement with the added condition that the City shall have the right to review and approve resale of any undeveloped land to ensure subsequent development is substantially similar to the project described. **Motion carried.**

(IX) Miscellaneous Business and Communication

(X) Adjournment.

Motion by Lima/Rowe to adjourn at 6:51 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk