

**CITY OF ALTOONA, WI**  
**REGULAR COUNCIL MEETING MINUTES**  
**April 20, 2021**

**(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) Swearing in Newly elected or Re-Elected Alderpersons.**

Clerk Cindy Bauer mentioned that the re-Elected Alderpersons were given their oath of office prior to the Council Meeting. The following Council Members were re-elected for a two-year term: Matthew Biren, Alderperson for District 4; Timothy Sexton, Alderperson for District 5; and Susan Rowe, Alderperson for District 6.

**(IV) 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: Attorney Sam Bach-Hanson, City Administrator Michael Golat, City Engineer/Director of Public Works (CE/DPW) Dave Walter, Police Chief Kelly Bakken, City Planner Joshua Clements, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

**(V) Citizen Participation Period**

Ann Thornburg, 909 N. Moonlight Bay Drive, commented on the Altoona Place Plan and the State of the City Presentation. Thornburg thanked the Council and staff for their work this past year and made some comments regarding the Closed Session Process during Council Meetings.

Heather Pauls, 1628 Lake Road, Altoona, commented on Thornburg's response regarding Closed Sessions at Council Meetings.

There being no other Citizen Participation, motion by Rowe/Lima to close the Citizen Participation Period. **Motion carried.**

**(VI) Approval of minutes.**

Motion by Lima/Rowe to approve the minutes of the April 8, 2021 Regular Council Meeting.  
**Motion carried.**

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

City Administrator Golat commented on the following:

- The State of the City for Altoona was presented at the April 16, 2021 Eggs & Issues Series. The Video will be available at a later date.
- Brush site will be operating in the next couple weeks.
- May 1<sup>st</sup> is the opening for the Fish House.
- Garden will be available for rent on the lot behind City Hall.

Police Chief Kelly Bakken reported on the part time police officers and service calls/crashes in the Altoona Police Department.

**City Committee Reports – None.**

**(VIII) Consent Agenda**

**(1) Proclamation Recognizing Earth Day, April 22, 2021.**

Mayor Pratt read the attached Proclamation recognizing Earth Day in the City of Altoona on Thursday, April 22, 2021 which is the 51<sup>st</sup> Anniversary of the first Earth Day in 1970, a day of recognition of the full spectrum of issues and efforts focused on highlighting the planet, natural communities, and humans' relationship to our environment.

Motion by Biren/Rowe to approve Consent Agenda 1. **Motion carried.**

**(IX) Unfinished Business – None.**

**(X) New Business**

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

Clerk Bauer explained that every year at the Organizational Council Meeting, Council elects a Council President for the term of one year. The proper procedure is to accept nominations from the floor then vote on the nominee(s) to determine who the Council President will be.

Mayor Pratt opened nominations from the floor for Council President.

Council Member Stuber nominated Matt Biren as Council President, seconded by Council Member Rowe. There being no other nominations, motion stands to close the nominations and cast an unanimous vote for Matthew Biren as the Council President. **Motion carried.**

**(X)(2) Discuss/consider date for Initial Board of Review Meeting.**

Clerk Bauer explained that every year prior to the Organizational Council Meeting, she contacts Bowmar Appraisal to determine a date for Open Book and Board of Review. The Board of Review must hold an initial meeting and adjourn if the Assessment roll will not be completed during the 45-day period beginning the fourth Monday in April. 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. Therefore, staff recommends setting the Initial Board of Review Meeting date to Thursday, May 27, 2021 at 5:45 p.m. prior to the Council Meeting and adjourn until a later date this year when the tax assessment roll becomes available. Upon talking to Bowmar Appraisal, the suggested date is July 8, 2021 from 4 p.m. – 6 p.m. for open book and July 15, 2021 from 4 p.m. – 6 p.m. for Board of Review. The Board of Review is comprised of the Mayor, all Council Members and the City Clerk.

Motion by Sexton/Guzman to approve setting the Initial Board of Review Meeting date to May 27, 2021 at 5:45 p.m. and adjourn until July 15, 2021 at 4 p.m. **Motion carried.**

**(X)(3) Discuss/consider Mayoral Appointments and Chairpersons. (Attached list).**

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

Motion by Sexton/Stuber to appoint all committees as recommended by Mayor Pratt as listed in his memo. **Motion carried.** (A complete list of appointments will be listed on the City's website.)

**(X)(4) Discuss/consider Resolution 4B-21, a Resolution in support of Wisconsin DNR Recreational Trails Program Grant submission by the City of Altoona.**

City Administrator Golat explained that Resolution 4B-21 is a Resolution in support of Wisconsin DNR Recreational Trails Program Grant submission by the City of Altoona. The grant application is being submitted to facilitate construction of eleven bump-outs along the River prairie Trail between Highway 53 and the pump station in the southwest quadrant of River prairie. The project also includes benches and lighting. Golat noted that the resolution expresses the City's formal support for the grant and commits to providing the required 50% match if the City is successful in acquiring the grant. In turn, the Veteran's Tribute Foundation has committed to reimbursing the City for the required match.

Mark Beckfield, representing the Eau Claire County Veterans Foundation, was present to answer questions Council Members may have regarding the Grant.

Motion by Rowe/Biren to approve Resolution 4B-21, a Resolution in support of Wisconsin DNR

Recreational Trails Program Grant submission by the City of Altoona. **Motion carried.**

**(X)(5) Discuss/consider Resolution 4C-21 adopting the Altoona Place Plan.**

City Planner Josh Clements referred to the following materials:

- Planning Department Memo, 2021-0415
- Proposed Resolution 4C-21
- Altoona Place Plan 2021-0415
- 2016 Parks Survey & Responses
- (Plan Commission Resolution 3A-21 Bicycle & Pedestrian Plan)

City Planner Clements explained that city staff has been working on the Place Plan since fall 2016 as an ambitious vision for public space in the city. Due to the scope and ambition of this effort, and overall responsibility of staff to carry out all community development activities of the city, the study has been utilized as annual capital improvement planning and other implementation activities since 2017. City Planner Clements provided a brief Memo presenting the complete draft of the Altoona Place Plan. As described therein, staff maintains a list of anticipated elements for further refinement and study that were removed due to adoptive timeline. Additional modifications and/or additions are anticipated to result from the Comprehensive Plan and Bicycle and Pedestrian Planning processes. The Plan was presented to a Special Joint meeting of the Plan Commission and Parks & Recreation Committee on April 19, 2021. The Plan Commission and Parks & Recreation Committee recommended approval of the Altoona Place Plan with minor editorial comments.

Kristy Goettl, 2120 Moonlight Bay Drive, Natalia Ripecky, 1304 Lake Road, and Jonathan Parisi, 1612 Lake Road had some questions regarding the Altoona Place Plan.

Motion by Rowe/Biren to approve Resolution 4C-21, adopting the Altoona Place Plan with the minor editorial comments as recommended by the Plan Commission and Park & Rec Committee. **Motion carried.**

**(X)(6) Discus/consider setting the public hearing date to rezone parcels 20110370320 and 201103703220 located in the Prairie View Ridge subdivision from from R-1 One Family Dwelling District to TH Twin Home District, and parcel 201103304000 owned by the City of Altoona zoned R1 to TH Twin Home District and C Commercial District and to refer the petition to the Plan Commission for its recommendation prior to the Public Hearing.**

City Planner Clements explained that Craig Wurzer has submitted an application to rezone two outlots totaling 3.92 acres in the Prairie View Ridge Subdivision from R1 One Family Dwelling District to TH Twin Home District. The original Preliminary Plat for the subdivision illustrated 16 lots. The rezoning would enable Platting the property with 28 lots (14 Twin Homes). Enjoined with this rezone apparel is a city-initiated motion consistent with § 19.68.020 to rezone a City-owned parcel adjacent to the Prairie View Ridge Subdivision. The City owned property is 0.92 acres and will be bisected by Baumbach Way. The City has an agreement with Wurzer to sell the portion south of Baumbach Way to Mr. Wurzer to incorporate into the development, and this area is proposed to be rezoned from R1 to TH Twin Home District. The portion north of Baumbach Way is proposed to be rezoned C Commercial District. City Planner Clements noted that the full application materials, illustrations and calculations were received on April 9th. Materials are available upon request of staff, and will be included in the meetings wherein action is proposed.

Motion by Rowe/Lima to refer the appeal for rezoning to the Plan Commission and recommend the public hearing date of May 13th, 2021. **Motion carried.**

**(X)(7) Discus/consider setting the public hearing date to rezone parcel 201116101020 located at 1435 North Mayer Road from C Commercial District to I Industrial District and to refer the petition to the Plan Commission for its recommendation prior to the Public Hearing.**

City Planner Clements explained that Curt Tambornino has submitted an application to rezone the property located at 1435 North Mayer Road, totaling 13.28 acres, from C (Commercial District) to I (Industrial District). Property features a home on private well and septic, and a large stormwater pond that serves adjoining properties. The proposal entails removing the home and constructing an industrial facility. Approval of a site plan will be required. City Planner Clements noted that the full application materials, illustrations and calculations

were received on April 10th. Materials are available upon request of staff, and will be included in the meetings wherein action is proposed.

Motion by Sexton/Stuber to refer the appeal for rezoning to the Plan Commission and recommend the public hearing date of May 13th, 2021. **Motion carried.**

**(X)(8) Discuss/consider reimbursing Grip Development, LLC \$36,000 in consideration of Developer's proposal to lower dwelling unit density from 36 units to 24 units on parcel numbers 201211502010 and 201101003010.**

City Administrator Golat explained that GRIP Development, LLC (the Developer) purchased parcel numbers 201211502010 and 201101003010 from the City of Altoona for \$108,000. The purchase was contingent, in part, upon GRIP being permitted to construct 36 residential dwelling units on the property. As you are aware, there has been strong opposition against the project based on a number of factors including traffic generation, density, snow storage, parking etc. There has also been opposition based on the site's proximity to the railroad tracks and the siding located adjacent to the site where engines idle from time to time. In hopes of addressing the issues raised, the Developer is proposing to reduce the number of dwelling units from 36 units to 24 units, thereby removing the two back units closest to the railroad. This reduction will impact the Developer's pro forma since the project's fixed costs would need to be spread across fewer units. The original purchase price of \$108,000 resulted in a raw land cost of \$3,000 per unit ( $\$108,000/36 = \$3,000$ ). The Developer is asking for a reimbursement of \$36,000 from the purchase price to keep the raw land cost equal to \$3,000 per unit ( $\$72,000/24 = \$3,000$ ). If Council is supportive of reimbursing the \$36,000 to the Developer, the reimbursement would be contingent upon the project being permitted to move forward with the reduced number of units. This would require consideration of a new general and specific implementation plan and plat.

Karli Ertmer, representing Grip Development, was present to explain the Developer's Proposal to lower dwelling unit density from 36 units to 24 units.

The following people spoke regarding the Developer's proposal:

Beverly Olson, 703 N. Moonlight Drive.

Jeff Goettl, 2120 Moonlight Bay Drive.

Carolyn Carlson, 2204 Moonlight Bay Drive.

Emily Blaskey, 2004 E. Willson Drive.

Kristy Goettl, 2120 Moonlight Bay Drive.

Yuri Ripeckyj, 1304 Lake Road.

Jonathan Parisi, 1612 Lake Road.

Heather Pauls, 1628 Lake Road.

Natalia Ripeckyj, 1304 Lake Road.

Ann Thornburg, 909 N. Moonlight Bay Drive.

Motion by Stuber/Rowe to approve reimbursing Grip Development, LLC \$36,000 in consideration of Developer's proposal to lower dwelling unit density from 36 units to 24 units on parcel numbers 201211502010 and 201101003010 contingents on the project being permitted to move forward with the reduced number of units and amending the budget reflecting the reimbursement. Discussion followed. Roll call vote, 5-ayes, Stuber, Biren, Sexton, Rowe, Guzman, 1-nay, Lima against. **Motion carried.**

**(XI) Miscellaneous Business and Communication.**

City Administrator Golat mentioned that River Prairie Fest will be taking place on Saturday, May 8, 2021 in River Prairie.

Arbor Day Tree Planting in Centennial Park on Friday, April 30, 2021. More information to follow.

**(XII) Adjournment.**

Motion by Rowe/Lima to adjourn at 8:56 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk