

**CITY OF ALTOONA, WI**  
**REGULAR COUNCIL MEETING MINUTES**  
**August 12, 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 in the Council Chambers at Altoona City Hall, 1303 Lynn Avenue, Altoona, WI.

**(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 Timothy Lima, Matthew Biren, Tim Sexton, and Susan Rowe were present. Dale Stuber was present via phone. Also Present: City Attorney John Behling, City Engineer/Director of Public Works (CE/DPW) Dave Walter, City Planner Joshua Clements, Finance Director Tina Nelson, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

Absent: Council Member Maria Guzman  
City Administrator Michael Golat.

**(IV) Citizen Participation Period**

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

**(V) Approval of minutes.**

Motion by Biren/Rowe to approve the minutes of the July 22, 2021, Regular Council Meeting. **Motion carried.**

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

Management Analyst Roy Atkinson updated the Council on the Smoking Cessation Project with the Smoking Cessation Group.

CE/DPW David Walter update the Council on the Bradwood Avenue Reconstruction Project.

City Planner Clements updated the Council on the Comprehensive Plan Community Planning Workshops.

**City Committee Reports – None.**

**(VII) Consent Agenda –**

**(1) Discuss/consider approval of Resolution 8A-21, a resolution authorizing the City Engineer/Public Works Director and/or their designee to submit an application on behalf of the City of Altoona, WI for the WI DNR Urban Forestry Grant and/or Urban Forestry Catastrophic Storm Grant Programs.**

**(2) Discuss/consider amending the premise description on the “Class B” Combination Liquor and Beer License issued to Somewhere Pub, LLC, DBA Somewhere Pub, located at 1485 Front Porch Place, to include Storage Room A to the premise description.**

Motion by Rowe/Lima to approve Consent Agenda Items 1 and 2. **Motion carried.**

**(VIII) Unfinished Business – None.**

**(IX) New Business**

**(1) Updated PreSale Report for 2021 Financing & Refinancing by Financial Advisor Sean Lentz.**

Sean Lentz, Financial Advisor for Ehlers was present to give an updated Presale Report for the 2020B Bond Issues. The new report includes financing the 2021 Capital Projects and also adds the refinancing of debt

that results in a restructure of debt and allows for interest savings. No action is required. The sales results/approval will be presented at the August 26, 2021 Council Meeting.

**(IX)(2) Quarterly Tourism Report Presented by Visit Eau Claire.**

As you are aware, Visit Eau Claire is Altoona's contracted tourism promotion agency. In order to detail tourism marketing efforts in Altoona, Visit Eau Claire will continue providing quarterly updates to the council. Benny Anderson, Executive Director of Visit Eau Claire, was present at the meeting to discuss tourism marketing in Altoona and gave a quarterly report on Tourism.

**(IX)(3) Presentation by Eagle Scout regarding Gaga Ball Pit project in River Prairie Park and Altoona City Park. Possible action to follow.**

Management Analyst Atkinson explained that over the last several years City staff has partnered with local Eagle Scouts to complete several projects within Altoona City Parks. Recently, Scout Isaac Holzinger contacted the City regarding a potential project in which he would fundraise and build Gaga Ball Pits within Altoona (10th Street) and River Prairie Parks. Staff has met with Isaac on multiple occasions to discuss/vision the project and to determine the definite sizes of the pits within the park spaces. Isaac is proposing to complete his project by the end of August - early September.

Eagle Scout Isaac Holzinger was in attendance to present his project to the City Council and answer any questions they had regarding Gaga Ball Pit.

Motion by Rowe/Lima to approve construction of two Gaga Ball Pits subject to review/approval by the Parks and Recreation Committee. **Motion carried.**

**(IX)(4) Public hearing at 6:00 p.m. or as soon thereafter as possible regarding proposed modifications to Altoona Municipal Code 19.52 Parking and Loading Spaces regarding residential driveway widths.**

Mayor Pratt opened the public hearing at 6:35 p.m.

City Planner Josh Clements explained Ordinance 8A-21. Clements said that newer homes that are proposed and under construction feature garages with total width of openings are approximately 30 feet. The current ordinance permits driveways up to 30 feet in width, leaving no additional pavement beyond the width of the opening. This creates a functional challenge for people entering or exiting the vehicles with little to no pavement in the egress area. Adding two feet on each side of the garage creates such an area.

City Planner Clements said the current ordinance does include a provision whereby the "Zoning Administrator may grant minor deviations from the standards under this Section wherein site constraints reasonably necessitate flexibility (...)". However, deviations of greater than ten percent are typically not considered to be minor. The proposed amendment to the zoning title provides for a small adjustment to fit current functional conditions.

Motion by Lima/Rowe to close the public hearing at 6:37 p.m. **Motion carried.**

**(IX)(5) Discuss/consider approval of Ordinance 8A-21, an Ordinance amending Section 19.52.080 of the Altoona Municipal Code 19.52 Parking and Loading Spaces regarding residential driveway widths.**

City Planner noted that the Plan Commission voted unanimously to recommend approval on July 20th.

Motion by Rowe/Lima to approve Ordinance 8A-21, an Ordinance amending Section 19.52.080 regarding residential driveway widths. **Motion carried.**

**(IX)(6) Discuss/consider approval of a Retail Class "B" Beer license to sell fermented malt beverages and a Retail "Class C" wine license to sell wine in the City of Altoona to Xavier Artisan, DBA Xavier Artisan, Robert DeFatta, Agt, 1470 River's Edge Trail, Altoona, WI.**

City Clerk Bauer explained that the City received an Alcohol Beverage Retail License Application from Robert DeFatta, who will be operating a Bistro under the name of Xavier Artisan, located in the River Prairie Wellness Center, 1470 River's Edge Trail, located in the northeast quadrant of River Prairie. They are requesting a Retail Class "B" Beer license to sell fermented malt beverages and a Retail "Class C" Wine License to sell wine in their establishment. They plan to be open for business by November 1, 2021. The licensing period will be effective September 1, 2021 through June 30, 2022. Police Chief Kelly Bakken has reviewed the application and

recommends approval.

Robert DeFatta was present to ask for an amendment on the Premise Description to include a fenced in outside patio.

Motion by Biren/Rowe to approve a Retail Class “B” Beer license and “Class C” wine license in the City of Altoona to Xavier Artisan. **Motion carried.**

**(IX)(7) Discuss/consider awarding the bid for the 2021 Lake Road Pavement Replacement project.**

CE/DPW Walter explained that the city held a bid opening for the 2021 Lake Road Pavement Replacement project at 2:00 p.m. on August 10, 2021. The bid tabulation was distributed to Council members prior to the meeting. The project includes pulverizing the existing pavement and base, shaping of the base course, repaving with asphaltic concrete pavement, shoulder improvements, and lawn restoration. CE/DPW Walter said that the city received one bid from Haas Sons, Inc, Thorp, WI.

Motion by Lima/Biren to approve awarding the bid for the Lake Road Pavement Replacement project to Haas Sons for \$208,098.08. **Motion carried.**

**(IX)(8) Discuss/consider approval of Resolution 8B-21, a final resolution of the Common Council of the City of Altoona exercising its police powers pursuant to Section 66.0703 of Wisconsin Statutes to specially assess for the 2021 Lake Road Pavement Replacement project.**

CE/DPW Walter explained that a public hearing was held on July 22, 2021 to consider input from interested parties and affected property owners regarding the Lake Road Pavement Replacement project. Affected property owners as listed in the Eau Claire County tax roll were notified and were provided a copy of their estimated assessments. The scope of the project includes pavement replacement on Lake Road from 100 feet east of the Union Pacific driveway to Park Road. Walter noted that items included in the project consist of pulverization of the existing pavement and base, shaping of the base course, repaving with asphaltic concrete pavement, shoulder improvements, and lawn restoration.

CE/DPW Walter noted that Council just approved awarding the bid to Haas Sons, Inc. Walter noted that paragraph 3 in the final resolution was amended to include the following:

Payment, in part, for the improvements shall be made by assessing \$52,492.89 of the estimated total project cost of \$208,098.08 to property benefited.

Motion by Rowe/Lima to approve Resolution 8B-21, a final resolution exercising its police powers pursuant to Section 66.0703 of Wisconsin Statutes to levy special assessments against benefited property for the 2021 Lake Road pavement Replacement Project as amended under paragraph 3 of the Final Resolution. **Motion carried.**

**(IX)(9) Discuss/consider transfer of ownership of outlots within the High Point Estates Subdivision.**

City Attorney John Behling explained that there are three Outlots platted within the High Point Estates subdivision still owned by the original Developer (Sirius Development, LLC), each serving a different purpose. One lot was set aside for a subdivision entrance sign, one for a storm water pond and another to provide access to School District of Altoona property to the north.

The covenants for High Point stipulate that ownership of the outlots will be conveyed from the Developer to a homeowner’s association (HOA) made up of all the owners of lots in the subdivision. However, while perhaps implied, the covenants do not stipulate that responsibility for maintenance of the outlots transfers to the HOA. Complicating matters is that the HOA is not active, and I understand there is no desire by the affected property owners to activate the HOA. Given the complicated nature of the situation, Sirius approached the City to request guidance on how to move forward with disposition of the outlots.

City Attorney Behling mentioned that Staff consulted with legal counsel to come up with a solution to address the outlot issue. Staff and legal counsel are suggesting that ownership of the subject outlots be conveyed to three different parties as follows:

1. Lot 1: The subdivision entrance sign, to the residential neighbor to the south located at 1212 Thompson Drive.
2. Outlot 2: The storm water pond outlot, to the City.
3. Outlot 3: The lot providing access to the school property, to the School District of Altoona.

City Attorney Behling noted that each of the prospective property recipients have been approached and

each has expressed interest in owning the respective outlots. Before moving forward, legal counsel is suggesting that the City contact each owner of a lot in High Point Estates to determine whether any owner objects to the transfer of the outlots as noted. Following approval, Legal Counsel will prepare Quit Claim Deeds to all three outlots.

Motion by Lima/Biren to approve transfer of ownership of outlots within the High Point Estates Subdivision as described. **Motion carried.**

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

Mayor Pratt asked for Council input regarding going back to Council Meetings via Zoom. Consensus was to go back with Zoom Meetings starting with the August 26, 2021 Council Meeting.

**(XI) Adjournment.**

Motion by Lima/Rowe to adjourn at 7:16 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk