

**CITY OF ALTOONA, WI  
REGULAR COUNCIL MEETING MINUTES  
September 9, 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) Roll Call**

City Clerk Cindy Bauer called the roll. Mayor Brendan Pratt, Council Members Dale Stuber, Timothy Lima, Maria Guzman, Matthew Biren, Tim Sexton, and Susan Rowe were present.

Also Present: City Attorney John Behling, City Administrator Mike Golat, City Planner Joshua Clements, Public Works Superintendent Scott Kwick, Parks Maintenance Supervisor Ben Coenen, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

**(IV) Citizen Participation Period**

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

**(V) Approval of minutes.**

Motion by Lima/Rowe to approve the minutes of the August 26, 2021, Regular Council Meeting. **Motion carried.**

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

City Administrator Golat reported on the following:

- Reported that the city will be tearing down/burning the two buildings on Division Street in October.
- Commented that the city sent out letters recently to the property owners near the Volkman Property along Highway 12 that the City purchased regarding potential annexation and utility extension.
- Ginormous Pumpkin Festival to be held on September 25, 2021 in River Prairie Park.

City Planner Joshua Clements reported the following:

- There will be a public meeting on Sept 22, 2021 at 6:00 p.m. at City Hall. The purpose of this meeting is for area residents and landowners along and nearby Highway 12 east of the City of Altoona to meet with city staff to learn more about the utility extension and annexation process.
- Sept 29, 2021 from 6-8 p.m. – Joint Plan Commission and Council meeting regarding the comprehensive plan with Vandewalle & Associates.

**City Committee Reports – None.**

**(VII) Consent Agenda - None.**

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

**(IX) New Business**

**(1) Discuss/consider River Prairie Projects.**

City Administrator Golat explained that this year Council budgeted \$125,000 for projects in River Prairie including \$50,000 for parking and \$75,000 for other projects that were not specifically identified at the time the budget was adopted. Of the \$125,000 budgeted, 14,480.07 has been spent on the following items:

Trail Loop Completion	\$5,902.21
Site Furniture and Small Equipment	\$2,522.09
Bike Parking	\$2,476.85
Small Garden Shed	\$ 463.00
River Prairie Parking	<u>\$3,115.92</u>
<b>TOTAL</b>	<b>\$14,480.07</b>

City Administrator Golat said this leaves a balance of \$110,519.93 for River Prairie projects in 2021. The reason the parking lot number is low relative to what was budgeted is because staff determined it was not in the best interest of the city to pave the entire area under the power lines in the Southwest Quadrant given the infrequency of use. However, an entry ramp for the parking lot was constructed and bollards were placed around the poles per Xcel direction. The area is mowed and available for overflow parking if needed for an unusual event. The other projects identified are largely carry overs from the 2020 budget. With respect to other projects identified for completion this year in River Prairie, staff is identifying the following priorities:

Additional lighting	\$15,000 to \$20,000
Splash Pad Shade Structures	\$35,000
Tree Replacement	\$25,000 (to be completed in Spring 2022)
Stairs Erosion Issue Project	<u>\$15,000</u>
<b>Total</b>	<b>\$90,000 to \$95,000</b>

City Administrator Golat mentioned that he failed to include one project. The project is to remove most of the sand adjacent to the stream in two places (one south of Front Porch Place near the Four Seasons Stage, and one north of Front Porch Place) and replace most of the sand with sod.

Parks Maintenance Supervisor Ben Coenen further explained the removal of the sand adjacent to the stream. Coenen said that while the sand is very popular with the small children, it contributes significantly to the required maintenance as a high percentage of the sand ends up in the stream. The sand in the stream degrades water quality and requires maintenance staff to remove the sand intermittently throughout the summer; in the Spring a full cleaning is required. The estimated cost of the project is \$7,300, which would increase the anticipated project cost to between \$97,300 and \$102,300.

City Administrator Golat mentioned that Staff is seeking input from Council on whether there is support for moving forward with the projects identified. Staff is also seeking direction on whether Council has interest in exploring options for a winter feature at River Prairie that would activate park space from late fall to early spring. Options include a crokicurl rink and/or ice-skating rink with a chiller (compressor) to assure more reliable ice. No action. Staff to bring back with more detailed costs for the possible added winter features in River Prairie as described above.

**(IX)(2) Discuss/consider approval of sale of city-owned property located at 635 Harriet Street, parcel 201208803000.**

City Planner Clements explained that the City acquired 635 Harriet Street on tax deed delinquency and has held the property to clear any outstanding liens or claims. The Council directed staff to market the property for sale with a \$25,000 minimum bid. The enclosed listing was distributed via email on July 22nd to a contact listed with each member/firm of the Chippewa Valley Realtors Association, Homebuilders Association, and other firms with which the city has had contact in the past several years. The listing was also posted on the City’s website and in the weekly email newsletter. City Planner Clements mentioned that the city received an offer to purchase from Holzinger Homes, LLC in the amount of \$26,200.

Motion by Stuber/Sexton to approve acceptance of offer to purchase 635 Harriet Street from Holzinger Homes, LLC in the amount of \$26,200 and authorize Council President Biren to sign the offer to purchase WB-13. **Motion carried.**

**(IX)(3) Discuss/consider convening in closed session pursuant to Wis. Stats 19.85 (1)(e)**

**A. Parcels 201203401000 & 201203407000 – Hayden Ave**

Motion by Lima/Guzman to convene in closed session at 6:44 p.m. pursuant to Wis. Stats 19.85 (1)(e) Roll call vote, 6-ayes, Lima, Guzman, Rowe, Stuber, Sexton, Biren, 0-nays. **Motion carried 6-0.**

**(IX)(4) Motion to reconvene to Open Session.**

Motion by Rowe/Stuber to reconvene in open session at 7:00 p.m. Roll call vote, 6-ayes, Biren, Rowe, Stuber, Sexton, Lima, Guzman, 0-nays. **Motion carried 6-0.**

City Administrator Golat explained that in closed session, Council discussed an offer to purchase Parcels 201203401000 & 201203407000 located on Hayden Avenue in the amount of \$18,000.

Motion by Biren/Stuber to approve the purchase of Parcels 201203401000 & 201203407000 at a cost of \$18,000 and authorize the mayor to sign the WB 13 Vacant land Offer to Purchase on behalf of the city with an addition that the seller satisfies the special assessment prior to or at closing. **Motion carried.**

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

Council Person Sue Rowe, representing the Altoona Library Board Committee mentioned that the Library Board has been conducting interviews for a Library Director, filling the vacant position.

**(XI) Adjournment.**

Motion by Stuber/Rowe to adjourn at 7:12 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk