

**CITY OF ALTOONA, WI**  
**REGULAR COUNCIL MEETING MINUTES**  
**February 10, 2022**

**(I) Call Meeting to Order**

In the absence of Mayor Brendan Pratt, Council President Matt Biren 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**

Council President Biren led the Common Council and others in attendance in the Pledge of Allegiance.

**(III) Roll Call**

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

Also Present: Attorney Sam Bach-Hanson, City Administrator Mike Golat, Assistant City Administrator Roy Atkinson, City Engineer/Director of Public Works (CE/DPW) David Walter, City Planner Joshua Clements, Police Chief Kelly Bakken, and City Clerk Cindy Bauer.

Absent: Mayor Brendan Pratt.

**(IV) Citizen Participation Period**

Ross Warner, 1503 Knollwood Trail referenced a letter that was sent to Council today regarding the Dish Wireless lease Agreement and commented on future notifications of proposals.

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

**(V) Approval of minutes.**

Motion by Rowe/Lima to approve the minutes of the January 27, 2022, Regular Council Meeting. **Motion carried.**

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

City Administrator updated the Council on Administration activities.

Police Chief Kelly Bakken reported on the following:

- Therapy Dog, Donut, was voted the favorite local celebrity in the 2022 Volume One Best of the Chippewa Valley 2022.
- Police Chief Bakken was recently elected the 3<sup>rd</sup> Vice-President of the Wis. Chief of Police Assn.
- The Altoona Police Department recently had an open hiring process for a police officer that was budgeted in the 2022 Budget. The Police and Fire Commission will be interviewing 5 applicants at their February 22, 2022 PFC Meeting.

Assistant City Administrator Roy Atkinson announced the following activities:

- Candlelight Snowshoe Hike taking place in Centennial Park on Saturday, February 12, 2022 from 5:30-8:30 p.m.
- Jelly Bean Hill Challenge on Saturday, Feb 26, 2022 starting at 2:00 p.m.
- Staff working on the 2022 City Work Plan and will be presented at a future Council Meeting.

City Planner Josh Clements mentioned that the East neighborhood Workshop with Council and Plan Commission will be held on Thursday, Feb. 17, 2022 from 6-8 p.m. held at the Fish House. Staff is checking on the possibility of having some type of virtual presentation at a later date for those that can't attend.

CE/DPW Dave Walter commented on the Bipartisan Infrastructure Law Project Solicitation Webinar that was held today.

**City Committee Reports – None.**

**(VII) Consent Agenda**

**(1) Discuss/consider approval of Ordinance 1A-22, an ordinance amending Chapter 3.08, Addendum “A” the City’s Fee Schedule, to amend the River Prairie Outdoor Venue Fee Schedule, Exhibit B - Amphitheater.**

As you are aware, the Council approved the schedule of fees at the December 16, 2021 Council Meeting. Upon updating the Code Book, it was determined that one of the fees did not correctly show the updated fee. Ordinance 1A-22 amends Chapter 3.08, Addendum “A” the City’s Fee Schedule, to amend the River Prairie Outdoor Venue Fee Schedule, Exhibit B - Amphitheater. The correct rental fee for the Amphitheater is shown below:

*Rental Price is valid for a 3-hour time block.*

Venues	Sunday - Thursday	Friday	Saturday
Amphitheater	\$550	\$500 \$600	\$550 \$650

Motion by Lima/Guzman to approve Consent Agenda 1. **Motion carried.**

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

**(IX) New Business**

**(1) Discuss/consider Lease Agreement between the City of Altoona and DISH Wireless to permit the installation of a cellular telecommunications device on the City of Altoona Water Tower, 1501 Knollwood Trail, Parcel 201101405000.**

Item 1 under new business was removed from the agenda and will be on the February 24, 2022 Council meeting.

**(IX)(2) 2021 Police Department Report presented by Police Chief Kelly Bakken.**

Item 2 under new business was removed from the agenda and will be on the February 24, 2022 Council meeting.

**(IX)(3) Discuss/consider a proposed amendment to the Specific Implementation Plan for River Prairie Wellness Center to allow a building sign larger than permitted in the River Prairie Design Guidelines and Standards (Discussed by the Plan Commission on February 8).**

City Planner Josh Clements referred to the Proposed Sign Plan, River Prairie Wellness Center. Clements explained that the proposed sign plan for River Prairie Wellness Center includes a wall sign on the west building facade facing Highway 53 larger than permitted by the River Prairie Design Guidelines and Standards. The proposed sign is 40’2” long by 5” high, a total of 200.83 square feet. 100 square feet is the largest permitted on any frontage. As a comparison, the monument sign at DeFatta ENT is 192 square feet (approved 2014-0724). That property is located immediately north of the RP Wellness site. City Planner Clements noted that a similar permission has been awarded to Oakleaf Surgical Hospital.

Council President Biren mentioned that the Plan Commission recommended approval at its February 8, 2022 Plan Commission Meeting.

Motion by Rowe/Lima to approve the amendment to the Specific Implementation Plan for River Prairie Wellness Center. **Motion carried.**

**(IX) (4) Discuss/consider awarding a bid for the Annual Water Service & Curb Repair contract.**

CE/DPW Walter mentioned that the city held a bid opening for the 2022 City Wide Water Utility & Curb Replacement project at 2:00 p.m. on February 9, 2022. The bid tabulation was distributed prior to the Council Meeting. The project includes on-demand services for water utility needs such as service replacement, valve repair, hydrant replacement, curb replacement, and other needs including surface restoration. This contract covers the remainder of the calendar year. Walter explained that the city received two bids, Skid Steer Guy and Montana & Son Grading. Staff recommended awarding the bid for the Annual Water Service & Curb Repair contract to Skid Steer Guy in the amount of \$93,290.00

Motion by Stuber/Sexton to approve awarding the bid for the Annual Water Service & Curb Repair contract to Skid Steer Guy in the amount of \$93,290.00. **Motion carried.**

**(IX)(5) Discuss/consider convening in closed session pursuant to the following Wis. Stats:**

**Wis. Stats 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.**

- A. Extension of utilities (Northeast)
- B. Sale of Property – Lot 2 of CSM 3356.

**Wis. Stats 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.**

- A. Dish Wireless Lease Agreement.

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

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

Motion by Lima/Guzman to reconvene in open session at 7:17 p.m. Roll call vote, 6-ayes, Biren, Rowe, Stuber, Sexton, Lima, Guzman, 0-nays. **Motion carried. 6-0.**

City Administrator Golat commented that Council discussed 3 items in closed session: One of which requires action:

1. Discussion of legal matter relating to potential lease of the water tower to Dish Network. No action.
2. Discussion of investment of TID funds to extend utility for development in the Northeast. No action.
3. Accept vacant land offer to purchase the lot north of Cabin Coffee in the River Prairie Development. Action shown below.

Motion by Lima/Rowe to accept the WB-13 Vacant Land Offer to Purchase from Ray Thielbar and/or Assigns for Lot 2 of CSM 3356, Parcel #201100201260 located on the corner of Meadowlark and Blazing Star in the River Prairie Development with the closing date no later than May 27, 2022 and authorize the Mayor to sign the document on behalf of the City. **Motion carried.**

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

None.

**(XI) Adjournment.**

Motion by Lima/Rowe to adjourn at 7:25 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk