

CITY OF ALTOONA, WI
REGULAR COUNCIL MEETING MINUTES
May 12, 2022

(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 person in the Council Chambers at Altoona City Hall, 1303 Lynn Avenue, 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 Dale Stuber, Jon Olson, Matthew Biren, Tim Sexton, Susan Rowe and Timothy Lima via Zoom were present.

Also Present: Attorney Sam Bach Hanson, City Administrator Mike Golat, City Planner Joshua Clements, Assistant City Administrator Roy Atkinson, and City Clerk Cindy Bauer.

(IV) Citizen Participation Period

Karen Hurd was present to introduce herself to the Mayor and Council and commented that she is Running this fall for the 68th Assembly District and is a resident of Fall Creek.

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

(V) Approval of minutes.

Motion by Rowe/Sexton to approve the minutes of the April 14, 2022 Regular Council Meeting and the April 19, 2022 Organizational Council Meeting. Stuber abstained for the April 14 Council Meeting. **Motion carried.** (Scrivener's error, the agenda had listed approval of minutes of April 28, 2022 Council Meeting; there was no April 28, 2022 Council Meeting. Therefore, the Council approved the minutes of the Apr 14 and Apr 19 Council Meetings at this meeting. Those minutes were included in the packet).

(VI) City Officers/Department Heads Report

City Administrator Golat commented that Governor Tony Evers visited the City of Altoona to talk about the Investment Grant that the city received. A site tour was given of the proposed site.

- Confirmation of Solar Grant for Solis Circle
 - The music festivals in River Prairie Park will be starting on June 15 and June 20th .
- Assistant City Administrator Atkinson commented on the following:
- River Prairie Festival that was held this past weekend in River Prairie.
 - Possibility of e-scooters in the City of Altoona.

City Committee Reports – None.

(VII) Consent Agenda – none.

(VIII) Unfinished Business – None.

(IX) New Business

(1) Quarterly Tourism Report Presented by Visit Eau Claire.

City Administrator Golat explained that 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.

Mayor Pratt moved Item 11, closed session up the agenda.

(IX)(11) Discuss/consider convening in closed session pursuant to 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. Buy back parcel 201200304000 (lot adjacent to Golden Spike).

Motion by Biren/Sexton to convene in closed session at 6:31 p.m. pursuant to Wis. Stats 19.85 (1)(e). Roll call vote, 6-ayes, Biren, Sexton, Stuber, Rowe, Lima, Olson, 0-nays. **Motion carried. 6-0.**

(IX)(12) Discuss/consider reconvening in open session.

Motion by Rowe/Lima to reconvene in Open Session at 7:06 p.m. Roll call vote 6-ayes, Rowe, Stuber, Lima, Biren, Olson, Sexton, 0-nays. **Motion carried 6-0.** No action taken.

Mayor Pratt moved Item 10 up from the agenda.

(IX)(10) Discuss/consider proposal from Solar Forma Design for the City to purchase an E-Cacia Tree for \$60,000.

City Administrator Golat explained that City staff was recently approached by representatives from Solar Forma, a local solar design company. The company is owned by Brian Graff and Greg Johnson. Brian and Greg inquired whether the City would be interested in purchasing one of their E-Cacia Solar Trees at a significant discount (\$60,000 compared to \$95,000). Greg Johnson of Solar Forma was present at the meeting to talk about the proposal. The proposed location for installation of the E-Cacia Tree is in River Prairie Park.

City Administrator Golat noted that if Council approves the purchase, funds for the purchase could come from general fund reserves or TID #3. Staff is also exploring whether ARPA funds could be used for the purchase.

Discussion followed.

Motion by Sexton/Rowe to direct staff to obtain more specific costs of the purchase of the solar tree and to include pricing for some of the solar pods and bring back to Council for further review and possible action. Lima against. **Motion carried.**

(IX)(2) Public Hearing at 6:05 p.m. or as soon thereafter as possible regarding Ordinance 5A-22 assigning city zoning to parcels 201116102000, 201116108000, 201116107000, 20111600500, and 201116103000 annexed to the City of Altoona and located near the intersection of U.S. Highway 12 and County Highway SS (Discussed at May 10 Plan Commission).

Mayor Pratt opened the public hearing at 8:05 p.m.

City Planner Josh Clements referred to the Staff Report 22-05C and Ordinance 5A-22. Clements explained that the City Council approved an appeal for Direct Annexation by One-Half Approval, Ordinance 3B-22, for five parcels on March 10, 2022 (DOA CASE #14476) comprising approximately 122.1 acres. Per Altoona Municipal Code § 19.24.030, the properties are assigned R1 zone district until the Plan Commission recommends and Council approves another district, to be considered within 120 days of the annexation.

The proposed zoning assignments are recommended based upon existing land uses within the territory and consistency with the Comprehensive Plan. The city-owned property is expected to be rezoned in the next 6-18 months as the city determines the implementation pathway for the East Neighborhood Concept Plan. No other changes in use are currently contemplated or known to the city. City Planner Clements noted that the Plan Commission recommended approval at its May 10, 2022 Plan Commission meeting.

Motion by Rowe/Sexton to close the public hearing at 8:09 p.m. **Motion carried.**

(IX)(3) Discuss/consider approval of Ordinance 5A-22 assigning city zoning to parcels annexed to the City of Altoona on March 10, 2022.

City Planner Clements noted that the Planning Department recommends the City Council approve the application of R1 One-Family Dwelling District zoning to parcels 201116102000, 201116108000, 201116107000, 20111600500, and I Industrial District to parcel 201116103000 consistent with the Comprehensive Plan.

Motion by Sexton/Biren to approve Ordinance 5A-22. **Motion carried.**

(IX)(4) Discuss/consider approval of an appeal to amend the Specific Implementation Plan for Oakleaf Surgical Hospital for parking lot expansion and related site modifications (Discussed at the May 10, 2022 Plan Commission Meeting)

City Planner Clements referred to the Staff Report 22-05D and the Proposed SIP Amendment, Oakleaf Surgical Hospital. Clements explained that the Oakleaf Surgical Hospital is an approximately 108,250 ft² medical facility located at 1000 Oakleaf Way which opened in August 2014. The facility includes seven 600-square-foot operating suites, four procedure rooms and 30 private patient suites which include 17 overnight-stay rooms and 13 inpatient rooms. The site is approximately 10.07 acres. The property is zoned River Prairie Mixed Use District and the Specific Implementation Plan (SIP) was approved by the Plan Commission on September 10, 2012 and Council on September 13.

The proposed SIP amendment expands automobile parking in two areas of the site: (1) 51 spaces in the south of the site; and (2) adding 5 spaces near the NE corner of the property. The existing site features approximately 307 parking spaces and 8 handicap parking spaces. This expansion represents an increase of 17.8% in the number of spaces. The southerly expansion requires modification to an existing landscape area that is utilized in the stormwater management of the site. The Plan Commission met and recommended approval at its May 10, 2022 Plan Commission Meeting.

City Planner Clements noted that Oak Leaf preferred not to add landscaping parking island stated in a letter sent to City staff. City Planner Clements said Staff recommends approval of the SIP amendment, with the following modifications (conditions):

- (1) Any trees removed shall be replaced with native canopy species, as defined by the Wisconsin Department of Natural Resources.
- ~~(2) Add landscaped parking island in the proposed parking isles greater than 15 spaces [IX-6-E-5].~~ **Removed this condition.**
- (3) Trees shall meet the minimum species and diversity selection criteria [IX 6 D].

Motion by Biren/Sexton to approve the amended Specific Implementation Plan for Oakleaf Surgical Hospital with staff recommended modifications **and to remove the second condition regarding landscape parking island provision. Motion carried.**

(IX)(5) Discuss/consider changing the style of shade structures in River Prairie Park (Discussed at the April 25, 2022 Park & Rec Committee meeting)

City Administrator Golat explained that on October 28, 2021 the City Council, upon recommendation by Parks & Recreation Committee approved the purchase of shade structures for River Prairie Park to Lee Recreation in the amount of \$34,000. Recently, City Staff met with the representative from Lee Recreation to look at the site and determine the exact location of the structures. During the meeting with Lee Recreation, it was determined that the Cantilever structure was not the best fit for the space. A 4-pole shade structure was discussed, which will give more shade to the space and will cost less. The Park & Recreation Committee met on April 25, 2022 and recommended to Council amending the shade structure in River Prairie Park per the quote from Lee Recreation.

Motion by Rowe/Stuber to approve amending the shade structure in River Prairie Park per the quote from Lee Recreation. **Motion carried.**

(IX)(6) Discuss/consider appointment of City Attorney for a two-year term.

City Administrator Golat referred to Section 2.08.100 of the Altoona Municipal Code Book. Code requires that the city attorney shall be appointed by the mayor at the first regular meeting of the city council in May of even-numbered years, subject to confirmation by majority vote of the council. The term of office of each official so appointed shall be two years. All terms shall commence on the fifteenth of May following appointment. Staff recommends reappointment of John Behling of Weld, Riley to serve as the City Attorney for a two-year term.

Motion by Biren/Lima to approve re-appointment of John Behling of Weld, Riley as the City Attorney for a two-year term ending May 2024. **Motion carried.**

(IX)(7) Discuss/consider appointment of Assessor for a two-year term.

City Administrator Golat Please refer to Section 2.08.100 of the Altoona Municipal Code Book. Code requires that the city assessor shall be appointed by the mayor at the first regular meeting of the city council in May of even-numbered years, subject to confirmation by majority vote of the council. The term of office of each official so appointed shall be two years. All terms shall commence on the fifteenth of May following appointment. Staff recommends appointment of Paul Reynebeau of Accurate Appraisal as the City Assessor for a two-year term.

Motion by Rowe/Biren to approve appointment of Paul Reynebeau of Accurate Appraisal as the City Assessor for a two-year term ending May 2024. **Motion carried.**

(IX)(8) Discuss/consider adoption of City/City Council mission statements.

City Administrator Golat explained that on Thursday, December 16, 2021, the Altoona City Council and City Leadership Team held the 2021 Strategic Planning Session. During the session, participants formed subcommittees to establish City and City Council mission statements. Members of the City Mission Statement subcommittee included Council Member Matt Biren, City Administrator Mike Golat and Assistant City Administrator Roy Atkinson. Members of the City Council Mission Statement include City Council Members Sue Rowe and Matt Biren.

A mission statement provides a formal summary of the aims and values of a company. Mission statements encourage employees and council members to think about how their actions will impact future success and positive culture. Recently, the committee met and established draft City and City Council mission statements for the City Council's consideration. Each proposed mission statement is listed below. With respect to the City mission statement, the committee wanted a statement that every employee of the City could get behind and remember. The committee also wanted a statement that was unique and distinguished Altoona from other Cities.

Council Mission Statement

Entrusted by our citizens to pass effective legislation, represent the city's best interests in all matters, establish strategic goals and set policy based on community values.

City Mission Statement

To provide KICK ASS service to Altoona's citizens while continuously improving their community.

Discussion followed regarding amending the City Mission Statement to take out the words "Kick Ass" and replace with "Rock Star" Service.

Motion by Sexton/Stuber to approve adoption of the City/City Council mission statement as amended to replace the City Mission Statement as follows: **To provide Rock Star service to Altoona's citizens while continuously improving their community.** **Motion carried.**

(IX)(9) Discuss/consider purchase agreement for property in Prairie View Ridge.

City Administrator Golat explained the WB-13 offer to purchase property from CE Lighthouse Properties, LLC for siting a well. The property includes lots 51 and 52 of the Prairie View Ridge Subdivision. Last year the City executed an option to purchase the two lots for \$65,000. A test well was subsequently dug and tested and results revealed that the site is viable. Therefore, it is in the City's best interest to move forward with the purchase in order to initiate construction as soon as possible. Staff recommends Council approve the WB-13 offer to purchase the property and authorize the Mayor to sign the offer on behalf of the City and to direct City staff to amend the City budget to finance the purchase.

Motion by Rowe/Lima to approve the execution of the WB-13 offer to purchase lots 51 and 52 of the Prairie View Ridge subdivision from CE Lighthouse Properties for \$65,000 to site a well, to authorize the mayor to sign on behalf of the City and to direct City staff to amend the City budget to finance the purchase. **Motion carried.**

(X) Miscellaneous Business and Communication.

None.

(XI) Adjournment.

Motion by Sexton/Stuber to adjourn at 8:49 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk