

**CITY OF ALTOONA, WI**  
**REGULAR COUNCIL MEETING MINUTES**  
**June 23, 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 Brendan 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, Jon Olson, Matt Biren, Tim Sexton and Susan Rowe were present. Also Present: Attorney Steve Weld, City Administrator Michael Golat, City Engineer/Director of Public Works (CE/DPW) Dave Walter, Finance Director Tina Nelson, Police Chief Kelly Bakken, and City Clerk Cindy Bauer.

**(IV) Citizen Participation Period**

There being no other Citizen Participation, 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 June 9, 2022, Regular Council Meeting. **Motion carried.** Stuber abstained.

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

Police Chief Kelly Bakken introduced Kienna Marshall as a new police officer for the City of Altoona. Clerk Bauer gave Kienna Marshall her oath of office as a police officer.

City Administrator Golat commented on the police wages/labor market.

**City Committee Reports –**

**(VII) Consent Agenda –**

**1. Discuss/consider approval of Resolution 6B-22, a resolution of the Altoona Common Council submitted in compliance with Wisconsin Department of Natural Resource NR – 208 regarding submittal of the City’s Compliance Maintenance Annual Report (CMAR) for its wastewater collection system.**

CE/DPW David Walter commented that a copy of the 2021 Sewer Utility Compliance Maintenance Annual Report was distributed before the meeting. The annual report is required of all operators of a wastewater collection system. The goal of the report is to analyze the City’s operations and financial practices pertaining to the sewer utility in order to identify any problems. Wisconsin Administrative Code NR 208 requires the governing body of a collection system to pass a resolution that a) acknowledges that the CMAR has been reviewed, and b) lists any recommendations or action plan, if required.

Motion by Biren/Lima to approve consent agenda Item 1. **Motion carried.**

**(VIII) Unfinished Business**

**1. Discuss/consider removing from the table approval of the following applicants for a Cigarette License to manufacture, sell, exchange, barter, dispose of, give away and keep for sale of Cigarettes, Cigarette Paper, Cigarette Wrappers and any paper made or prepared for the purpose of being filled with tobacco for smoking:**

Cenergy, LLC; Golden Spike Bar & Grill Inc; Roland Knusalla, DBA Rolly’s Coach Club, 400 Club of Altoona, LLC, Eau Claire Golf & Country Club, LLC, Walgreen Company (Walgreen Store #03497),

Kwik Trip, Inc. (Kwik Trip Store #208 and Kwik Trip Store #828), Woodman's Food Market Inc. (Woodman's Store #41 and Woodman's Store #41 Gas Station), and Casey's Marketing Company. (Tabled at the June 9, 2022 Council Meeting).

Motion by Biren/Sexton to remove from the table approval of Cigarette Licenses to the aforementioned applicants. **Motion carried.**

City Administrator Golat explained that at the June 9, 2022, Council Meeting, Council tabled action on this item until the next Council meeting (June 23, 2022). By removing it from the table, this action does not approve the cigarette licenses, but it gives the opportunity to discuss the possible action to approve the licenses.

**(VIII)(2) Discuss/consider approval of the following applicants for a Cigarette License to manufacture, sell, exchange, barter, dispose of, give away and keep for sale of Cigarettes, Cigarette Paper, Cigarette Wrappers and any paper made or prepared for the purpose of being filled with tobacco for smoking:**

Cenergy, LLC; Golden Spike Bar & Grill Inc; Roland Knusalla, DBA Rolly's Coach Club, 400 Club of Altoona, LLC, Eau Claire Golf & Country Club, LLC, Walgreen Company (Walgreen Store #03497), Kwik Trip, Inc. (Kwik Trip Store #208 and Kwik Trip Store #828), Woodman's Food Market Inc. (Woodman's Store #41 and Woodman's Store #41 Gas Station), and Casey's Marketing Company.

Motion by Biren/Stuber to approve the aforementioned Cigarette Licenses. **Motion carried.** Rowe abstained.

**(IX) New Business**

**(1) Public Hearing at 6:00 p.m. or as soon thereafter as is practical authorizing street and utility improvements and levying special assessments against benefited property for the 2022 Daniels Avenue Reconstruction project.**

Mayor Pratt opened the public hearing at 6:15 p.m.

CE/DPW Walters explained that a public hearing is scheduled to consider input from interested parties and affected property owners regarding the 2022 Daniels Avenue Reconstruction project. Specifically, testimony will be heard on proposed special assessments. The public hearing has been properly noticed consistent with State Statutes. All affected property owners as listed in the Eau Claire County tax roll have been notified and have been provided a copy of their estimated assessments. The scope of the project includes reconstruction of the following street segments:

- a) Daniels Avenue, from South Willson Drive to 10<sup>th</sup> Street West
- b) Daniels Avenue, from Division Street to 3<sup>rd</sup> Street East.

Walter noted that items included in the project consist of grading, gravel, asphaltic concrete paving, concrete curb and gutter, concrete sidewalk, sanitary sewer and appurtenances, water main and appurtenances, storm sewer, driveway replacement, and lawn restoration. Council Members were provided a copy of the Preliminary Assessment Roll.

The following people spoke:

Ed Bohn, 1303 Daniels Avenue asked if Council could wait until next year when the costs might be lower.  
Jonathan Kelly, 1111 Daniels Avenue questioned his cost of assessment.  
Doug Beaufaux, 704 11<sup>th</sup> Str West  
Pat Parker, 1204 Daniels Ave  
Jeff Becker, 704 3<sup>rd</sup> Street East  
Brad McMahan, 627 1<sup>st</sup> Str E  
Vickie Fuller, 1120 Daniels Ave

Motion by Sexton/Lima to close the public hearing at 6:44 p.m. **Motion carried.**

**(IX)(2) Discuss/consider Enterprise for Fleet Management.**

City Administrator Golat explained that City staff have been in discussions with Enterprise Fleet Management for the past several months. Under their program, Enterprise coordinates the purchase and sale of vehicles for their clients in order to maintain a current and efficient fleet while maximizing resale value. They also offer an option to schedule regular maintenance, and roll the cost of the maintenance into the lease agreement(s). Enterprise has estimated their program could save the City \$1.2 million over our current fleet management practices over a 10-year period. This number could fluctuate given market conditions, but staff anticipates that the savings just from improved fuel efficiency and timely maintenance would be significant.

City Administrator Golat noted that after lengthy review, all department heads unanimously support moving forward and transitioning our passenger vehicle fleet program to Enterprise. The vendor's savings estimate is projected based on the city's current fleet of 35 vehicles. Staff requests that the City Administrator be authorized to execute a lease agreement(s) with Enterprise Fleet Management and replace up to 35 vehicles. Attached are the references staff received from cities currently using Enterprise, along with a financial synopsis of how the program works. Enterprise will be at the meeting to review the synopsis and answer any questions.

Matt Jaskowiak from Enterprise was present to give some background information regarding his business.

Motion by Rowe/Lima to approve authorization of the City Administrator to execute lease agreements with Enterprise Fleet Management. **Motion carried.**

**(IX)(3) Discuss/consider Ordinance 6A-22, an Ordinance annexing territory to the City of Altoona, pursuant to petition for direct annexation by unanimous approval, 19.64 acres located at 257 Bartlett Avenue, and assigning a temporary zoning classification of R-1 to the property annexed, Michael Schmidt, Petitioner (MBR #14508)**

Mayor Pratt left the meeting for this agenda item.

City Administrator Golat referred to the following:

- Petition for Annexation by One-Half Approval, Michael Schmidt
- WI DOA Letter, MBR #14508
- Proposed Ordinance 6A-22

City Administrator Golat explained that Mr. Michael Schmidt has submitted a petition for direct annexation by unanimous approval for 19.637 acres he owns located at 257 Bartlett Avenue in the Town of Washington. City staff have been in contact with the owner and their representatives regarding the proposed development of the property. City sewer and water utilities are located along Bartlett Avenue. Golat noted that per Altoona Municipal Code 19.24.030, the R-1, One Family Zoning District is to be the temporary assignment. Per WI Stats. § 66.0217(8)(a), the petition must be referred to the Plan Commission for its recommendation prior to acting upon an Ordinance that applies a temporary zoning district. The Plan Commission met on June 14th to confirm and recommend R-1 temporary zoning assignment. Following the adoption of an annexation ordinance, the matter shall be referred to the Plan Commission for public hearing and zoning district designation within 120 days of the annexation.

Motion by Rowe/Lima to approve Ordinance 6A-22 annexing territory to the City of Altoona. **Motion carried.** (scrivener's error, Ordinance 6A-22 was approved)

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

**(XI) Adjournment.**

Motion by Biren/Lima to adjourn at 7:36 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk