

CITY OF ALTOONA, WI
REGULAR COUNCIL MEETING MINUTES
September 8, 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 Persons Dale Stuber, Timothy Lima, Jon Olson, Matthew Biren and Susan Rowe were present. Also Present: City Attorney John Behling, City Administrator Michael Golat, Assistant City Administrator Richard Downey, Police Chief Kelly Bakken, City Engineer/Dir of Public Works (CE/DPW) David Walter, City Planner Taylor Greenwell, Arin Wilken, Library Director, 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 Rowe/Lima to approve the minutes of the August 25, 2022, Regular Council Meeting. **Motion carried.**

(VI) City Officers/Department Heads Report

City Administrator Golat reported on the following:

- Meeting with the County and other area partners pertaining to joining a rural partners network

Fire Chief Renderman gave an update on service calls the Fire Department has received up to date.

CE/DPW David Walter commented on the potential restriping of the back in parking down in River Prairie, anticipated to be less expensive than predicted. Walter mentioned that he is trying to line up a demo and see how it works out and will provide additional information as it becomes available.

Police Chief Bakken reported on the license plate cameras and commented on the CSO position that will be forthcoming at a Personnel Committee meeting and Council Meeting in the next two weeks. The Ice Cream Social was a great event held a couple of weeks ago. The next events sponsored by the Altoona Emergency Services Departments and partnered with the Altoona Parks & Rec Department is the Halloween Fall Frenzy event on Oct. 30 at the River Prairie Park. Bakken also commented on major cases, and the current hiring process for police officers.

Assistant City Administrator Richard Downey commented on the Sept. 24, 2022 Ginormous Pumpkin Event to be held in River Prairie Park.

City Committee Reports –

(VII) Consent Agenda

(1) Discuss/consider approval of Resolution 9A-22, a Resolution recognizing Curt Witynski and Gail Sumi for their years of service to local government.

City Administrator Golat explained that the League of Wisconsin Municipalities (LWM) will be losing two of their most cherished team members this year, as Deputy Director Curt Witynski and Communications Director Gail Sumi are planning to retire. The League will be honoring these two for their 50+ years of combined service to local government at the October Annual Conference in La Crosse. Jerry Deschane, Executive Director of the LWM is asking Municipal City Councils in Wisconsin to participate in a special way,

by adopting a resolution to say “Thank you” to this pair of dedicated public servants. The LWM will be assembling all of the local resolutions into a pair of binders to present to Curt and Gail on Thursday night, October 20 at their Annual Conference.

Motion by Lima/Biren to approve Item 1 of the Consent Agenda. **Motion carried.**

(VIII) Unfinished Business - None

(IX) New Business

(1) Discuss/consider appointment of Council Member for District 5, Wards 9 and 10 to fill the vacant position for the remainder of term April 2023.

City Administrator Golat explained that Council Member Tim Sexton resigned as Council Member effective July 29, 2022 due to moving out of the City of Altoona. His Council seat is now vacant. Consistent with Altoona Municipal Code, the Council is required to appoint a replacement from a pool of interested applicants. Clerk Bauer received three applications. Those applicants have been invited to the meeting to make a presentation regarding their interest in the position. After the presentation is completed, Council will be asked whether their preference is to vote by a voice vote or by private ballot for their preferred candidate. Since there are three candidates, a first ballot will be taken. If no applicant receives a majority of votes during the first ballot, the candidate receiving the lowest number of votes will be dropped and a second vote will be taken on the remaining two candidates. After the Council selects the new Council Member, Clerk Bauer will swear in the newly appointed Council Member and the selected candidate will take their seat that evening.

The following candidates gave a brief presentation about themselves and spoke of their interest to serve on the Council: Kaitlyn Leopold, Nicholas Solberg, and Sarah Gordee.

Clerk Bauer handed out the ballots to the Council Members asking to make a selection for their preferred candidate. Ballots were given back to Clerk Bauer to tally the votes. Since there was not a majority vote of 3, the candidate receiving the lowest vote was removed. Clerk Bauer handed out the ballots to the Council Members for the two remaining candidates Kaitlyn Leopold and Nicholas Solberg. Ballots were given back to Clerk Bauer to tally the votes.

Candidate Kaitlyn Leopold received the most votes, therefore candidate Leopold was sworn in and took seat for the remainder of the meeting

(IX)(2) Discuss/consider Mayoral Appointment and Chairperson to the following committees to fill the vacant Council Positions: A. Plan Commission, B. Finance Committee, C. Park & Rec Committee and Chairperson

City Administrator Golat explained that due to the resignation of Council Representative Tim Sexton, the above-mentioned committees (A, B, C) have vacancies. Per Municipal Code Chapter 2.08.060 “Vacancy filling”, Vacancies in elective offices shall be filled as follows: *C. In all other elective offices, by appointment by the mayor, subject to confirmation by the Council.*

Due to the resignation of City Planner Joshua Clements, the Eau Claire Transit Commission has a vacant Altoona Representative.

The Mayor is recommending the following Members to fill those vacant positions.

- A. Plan Commission - Council Person Sue Rowe
- B. Finance Committee – Kaitlyn Leopold
- C. Park & Rec Committee and Chairperson – Council Person Kaitlyn Leopold to serve on the committee and be appointed the Chairperson for the Park & Rec Committee.
- D. Eau Claire Transit Commission – City Planner Taylor Greenwell

Motion by Lima/Biren to approve the mayoral appointments and chairperson as recommended by Mayor Pratt to serve on the aforementioned committees. **Motion carried.**

(IX)(3) Discuss/consider a contract amendment with Ayres Associates for construction engineering services for the USH 12 Utilities Extension project.

CE/DPW Walters explained that the previously approved contract with Ayres Associates included engineering services for the USH 12 Utilities Extension project included surveying, design, and bidding services. The attached amendment includes additional services for construction engineering and administration through final completion of construction activities. The proposed fee of \$115,200.00 represents 6.95% of the construction cost, which is within the customary range for construction engineering services.

Motion by Biren/Lima to approve amending the engineering contract with Ayres Associates in the amount of \$115,200.00. **Motion carried.**

(IV)(4) Strategic Thinking: Discussion with possible action regarding smoking in city parks.

City Administrator Golat explained that Staff is seeking input from City Council members related to the possibility of creating an ordinance for no-smoking in city parks, or certain areas within the city parks. Staff is hoping that Council will provide consensus on the parameters of an ordinance.

Specific topics for discussion include:

1. Closing all of the parks to smoking or only specific parks.
2. Whether or not to designate smoking areas in parks where prohibitions are applied.
3. Whether designated areas should be permanent or temporary based on events.
4. Enforcement.

Police Chief Bakken gave some input regarding smoking in city parks and commented on the current issues. Bakken said an ordinance could be created and designate an area to allow for smoking.

City Administrator Golat suggested an ordinance that could be written to the fact that the city at the discretion of the Police Chief may prohibit smoking in city parks during an event or in designated areas.

No motion, but consensus of the Council was to draft an ordinance and bring back at a future meeting.

(X) Miscellaneous Business and Communication – none.

(XI) Adjournment.

Motion by Lima/Rowe to adjourn at 6:55 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk