

CITY OF ALTOONA, WI
REGULAR COUNCIL MEETING MINUTES
September 10, 2020

(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, Matt Biren, Tim Sexton, and Susan Rowe were present. Also Present: Attorney Anders Helquist, City Administrator Michael Golat, City Planner Joshua Clements, DPW/City Engineer David Walter, Fire Chief Mark Renderman, Police Chief Kelly Bakken, Finance Director Tina Nelson, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

(IV) Citizen Participation Period

City Planner Joshua Clements recapped the Lake Road Condo Plat to Council.

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

(V) Approval of minutes.

Motion by Stuber/Rowe to approve the minutes of the August 27, 2020 Regular Council Meeting.

Motion carried.

(VI) City Officers/Department Heads Report

City Administrator Golat commented on projects that are happening in the City. Golat thanked Festival Foods who were sponsors of the Labor Day Fireworks.

Police Chief Kelly Bakken gave an update on Donut the therapy dog. Bakken also commented on the traffic issues at the Altoona Elementary School. Bakken summarized recent cases the Altoona Police Department have been working on.

Fire Chief Mark Renderman reported there have been 704 EMS/Fire Calls this year so far.

City Committee Reports – None.

(VII) Consent Agenda

(VIII) Unfinished Business – None.

(IX) New Business

(1) Discuss/consider approval of Ordinance 9A-20, an Ordinance repealing Chapter 3.01 of the Altoona Municipal Code “Financial Policy and Procedure”.

Finance Director Tina Nelson explained that Chapter 3.01 of the Altoona Municipal Code is a policy that was put into ordinance form many years ago. This policy is hard to understand and is not followed. Upon research staff could not find another municipality that had such a policy. Staff recommends repealing the entire Chapter 3.01.

Motion by Sexton/Lima to approve the repeal of Ordinance 9A-20, an Ordinance repealing Chapter 3.01 of the Altoona Municipal Code. **Motion carried.**

(IX)(2) Public Hearing at 6:05 p.m. or as soon thereafter as possible regarding a CSM in the City's Extraterritorial Jurisdiction to subdivide three parcels located at 1010 East Shore Drive in the Town of Washington (Discussed at the Sept 8, 2020 Plan Commission Meeting).

Mayor Pratt opened the public hearing at 6:30 p.m.

City Planner Joshua Clements explained that the proposed CSM re-arranges three tax parcels totaling 6.23 acres located at 1010 East Shore Drive in the City's 1.5-mile extraterritorial jurisdiction. The property features an existing house. The proposed CSM creates a 4.42-acre parcel including the existing home and a 1.81-acre parcel intended to be suitable to meet County standards for citing a home with well and septic.

City Planner Clements noted that the City's ETJ provisions prohibit land divisions that create parcels smaller than ten acres unless the owners agree to enter into an agreement such that the property be incorporated into the City and connect to municipal utilities at such time that the property becomes adjacent to the City or utilities become available.

Stephen Toperzer, 1028 East Shore Drive, Altoona had questions regarding the CSM located next to his property.

Motion by Sexton/Lima to close the public hearing at 6:37 p.m. **Motion carried.**

(IX)(3) Discuss/consider ETJ CSM for property located at 1010 East Shore Drive and an ETJ Agreement between the City of Altoona, Town of Washington, and Irfane and Saousan Khatib.

Motion by Lima/Sexton to approve the ETJ CSM at 1010 East Shore Drive and the ETJ Agreement.

Motion carried.

(IX)(4) Discuss/consider acceptance of the FEMA SAFER Grant (Staffing for Adequate Fire and Emergency Response).

Fire Chief Mark Renderman explained that he applied for the FEMA SAFER Grant for the second year in a row after an unsuccessful attempt. The grant request is for two officers (Captains) to help the Fire Department with emergency response coverage of the city. The grant amount is \$587,560.32 to be expensed over the 2021, 2022, and 2023 budget cycles. Following those three years, the cost of these positions will fall on the City of Altoona 100%. Fire Chief Renderman just received notification that the City's grant application has been approved for award. The City has thirty (30) days from the date of the award notification to either accept or decline the award and the award must be accepted or declined by an Authorized Organization Representative within the FEMA GO system.

Motion by Lima/Biren to approve acceptance of the FEMA SAFER Grant. **Motion carried.**

(IX)(5) Discuss/consider approval of changing the name of Altoona Police and Fire Department First Responders to Altoona Fire & Rescue to reflect the actual response agency name of operation in the Fire Department.

Fire Chief Renderman explained that some time ago Altoona Police, Fire, and EMS were considered a Public Safety agency with staff cross trained between law enforcement as well as firefighters and EMTs. Our agency is currently licensed with the State of Wisconsin as Altoona Police and Fire Department First Responders to provide medical care. Fire Chief Renderman is asking for the council to approve an official name change for our EMS agency from Altoona Police and Fire Department First Responders to Altoona Fire & Rescue to reflect our actual response agency name.

Motion by Rowe/Guzman to approve changing the name of Altoona Police and Fire Department First Responders to Altoona Fire and Rescue to reflect the actual response agency name of operation in the Fire Department. **Motion carried.**

(IX)(6) Discuss/consider approval of Ordinance 9B-20, an Ordinance amending Chapter 10.24 designating STOP control in the Hayden Addition.

CE/DPW Walter explained that the Altoona School District is in the process of purchasing a building on Bartlett Avenue for use as a school facility. Upon review of the expected traffic patterns, both the Police Department and Public Works are of the opinion that additional traffic control is warranted in the Hayden Addition neighborhood. A map of the proposed additional STOP signs was provided to the Council, as well as a proposed ordinance revision to adopt them.

Motion by Biren/Lima to approve Ordinance 9B-20, an Ordinance amending Chapter 10.24 designating STOP control in the Hayden Addition. **Motion carried.**

(IX)(7) Discuss/consider convening in closed session pursuant to Wis. Stats: 19.85 (1)(e). A. Purchase and/or sale of property. B. Lease Agreement with Altoona Historical Society regarding 10th Street Recreation Center.

Motion by Lima/Sexton to convene in closed session at 6:50 p.m. pursuant to Wis. Stats. 19.85 (1)(e) A. Purchase and/or sale of property and B. Lease Agreement with Altoona Historical Society. Roll call vote, 6-ayes, Lima, Sexton, Stuber, Biren, Rowe, Guzman, 0-nays. **Motion carried 6-0.**

(IX)(9) Motion to reconvene to Open Session.

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

City Administrator Golat explained that there were items discussed in Closed Session pertaining to the sale of property

Motion by Lima/Sexton to accept the WB-40 Amendment to Offer to Purchase originally dated May 28, 2020 and accepted on May 28, 2020 from Hoss Brothers, LLC ISAOA for approx. 3.93 acres on Lake Road, with the closing date be changed from September 11, 2020 to March 1, 2021 and counter to rescind the License Agreement approved August 27, 2020 and to authorize the Mayor to sign the document on behalf of the City. **Motion carried.**

(X) Miscellaneous Business and Communication.

(XI) Adjournment.

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

Minutes submitted by Cindy Bauer, City Clerk