

CITY OF ALTOONA COUNCIL MEETING  
MONDAY, OCTOBER 16, 2017, 6:30 P.M.  
AT THE ALTOONA CITY HALL

1. CALL TO ORDER

Roll Call at 6:30 pm

Mayor - present

Boka - present

Mertz- present

O'Connor - present

Sloan- present

Willey - present

City Officials Present: Jeff Mark, Randy Pierce, Greg Stallman, Jason Ferguson, John Shaw, Jon Hanson, Jim Utter, Scott Atzen, Tony Rauterberg, Amy Hill

Audience Present: Rodney Wekkin, Simon Frohock, Joe Shepherd, Nathan Nartey, Rachel Hewitt, Kelsey Crouse, Ryann Rose, Jacqueline Sweet, Wade Dumond, Brian Lindgren, Scott Duer, Alex Payne, Jack Bartels

2. Perfecting and approval of the agenda

Mayor Pro-tem Dean O'Connor requested the agenda be approved as presented

Roll Call Vote:

Y Boka Y Mertz Y O'Connor 1 Sloan 2 Willey (5-0)

3. Approval of October 2, 2017 Council Minutes

Roll Call Vote:

1 Boka Y Mertz Y O'Connor 2 Sloan Y Willey (5-0)

4. Citizens request to address council

\*No one came forward to speak.

5. Public Hearing to consider a 100% voluntary annexation within an urbanized area of 301.24 acres generally located north of Altoona, owned by MidAmerican Energy Company, Valley Development Company and Richard and Linda Moore

Community Development Director John Shaw explained this annexation is located north of Altoona and includes three property owners. It is a 100% voluntary annexation and includes 301.24 acres.

Hearing opened at 6:31pm

Comments: No one came forward to speak.

Hearing closed at 6:31pm

6. Resolution #01 TO APPROVE A 100% VOLUNTARY ANNEXATION WITHIN AN URBANIZED AREA OF 301.24 ACRES GENERALLY LOCATED NORTH OF ALTOONA, OWNED BY MIDAMERICAN ENERGY COMPANY, VALLEY DEVELOPMENT COMPANY AND RICHARD AND LINDA MOORE

Roll Call Vote:

2 Boka Y Mertz Y O'Connor Y Sloan 1 Willey (5-0)

7. Public Hearing to consider a speed limit change on 25<sup>th</sup> Street NW (NE 62<sup>nd</sup> Avenue) for the portions in the City of Altoona

City Engineer Jon Hanson explained this is a public hearing to consider a speed limit change on 25<sup>th</sup> Street NW (NE 62<sup>nd</sup> Avenue in the County, located just north of the Facebook area). Polk County has recommended that the speed limit on NE 62<sup>nd</sup> Avenue be reduced from 55 mph to 45 mph, due to the amount of traffic turning in and out of the Facebook area. With the addition of the Mid-American facility, the traffic will continue to increase.

Hearing opened at 6:33pm

Comments: No one came forward to speak.

Hearing closed at 6:33pm

8. Ordinance #10-16-2017 #01 (472) TO CHANGE LIMIT ON 25<sup>TH</sup> STREET NW (NE 62<sup>ND</sup> AVENUE) FOR THE PORTIONS IN THE CITY OF ALTOONA (1<sup>st</sup> Reading)  
 Roll Call Vote (1<sup>st</sup> Reading):  
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)  
 Roll Call Vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):  
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)  
 Roll Call Vote (To publish):  
Y Boka 2 Mertz Y O'Connor Y Sloan 1 Willey (5-0)
9. Public Hearing to consider a rezoning request from Kwik Trip to rezoned 1.728 acres from M-1 (Limited Industrial) to C-2 (General Commercial)  
Director Shaw explained Kwik Trip, Inc. is seeking approval to rezone 1.728 acres from M-1 (Limited Industrial) to C-2 (General Commercial).  
 Hearing opened at 6:35pm  
 Comments: Wade Dumond, representing Kwik Trip Inc., 1626 Oak St., LaCrosse, WI, stated he was here to answer any questions the council may have.  
 Hearing closed at 6:36pm
10. Ordinance #10-16-2017 #02 (473) TO APPROVE REZONING REQUEST FROM KWIK TRIP TO REZONED 1.728 ACRES FROM M-1 (LIMITED INDUSTRIAL) TO C-2 (GENERAL COMMERCIAL)(1<sup>st</sup> Reading)  
 Roll Call Vote (1<sup>st</sup> Reading):  
Y Boka 1 Mertz Y O'Connor Y Sloan 2 Willey (5-0)  
 Roll Call Vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):  
Y Boka 1 Mertz Y O'Connor 2 Sloan Y Willey (5-0)  
 Roll Call Vote (To publish):  
Y Boka 2 Mertz Y O'Connor Y Sloan 1 Willey (5-0)
11. Resolution #02 TO CONSIDER A PRELIMINARY PLAT FOR KWIK TRIP  
Director Shaw explained Kwik Trip, Inc. is seeking preliminary plat approval for the Kwik Trip Plat located at the southeast corner of Adventureland Drive NE and 1<sup>st</sup> Avenue North.  
 Roll Call Vote:  
Y Boka 1 Mertz Y O'Connor 2 Sloan Y Willey (5-0)
12. Resolution #03 TO CONSIDER A FINAL PLAT FOR KWIK TRIP  
Council Member Kyle Mertz motioned approval subject to legal documents being received and approved.  
 Roll Call Vote:  
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)
13. Resolution #04 TO CONSIDER A SITE PLAN FOR KWIK TRIP  
Director Shaw explained as a condition of the re-zoning, site plan approval, and Board of Adjustment's conditional use permit, the site is not to become a truck stop. Trucks are not allowed to park or rest on the site except to fuel and there will be no amenities for truck drivers (showers, movies, etc.). The Board of Adjustments also approve a variance for the overhead door facing towards 1<sup>st</sup> Avenue North. Council member Vern Willey motioned approval on the condition that the site not be allowed to operate as a truck stop.  
 Roll Call Vote:  
Y Boka 2 Mertz Y O'Connor Y Sloan 1 Willey (5-0)
14. Request from Kent and Teresa Shirley in regards to a water line repair  
Public Utilities Director Jim Utter explained Kent and Teresa Shirley are requesting assistance from the City with cost of repairing their water service line. Utter explained the circumstances

that led to the Shirley's requesting the city to pay for \$4,412 of their repair. Council Member Jeremy Boka motioned approval to pay the amount of \$4,412 to the plumber.

Roll Call Vote:

1 Boka 2 Mertz     O'Connor     Sloan     Willey (5-0)

15. Request for relief on utility bill at 406 35<sup>th</sup> St. SW

City Clerk Randy Pierce explained the resident, Andrew Baldwin, is seeking relief for his utility bill that read his water usage at 70,000 gallons. Pierce stated the utility billing clerk explained that our new meter reading system has built in alarms for high usage. Mr. Baldwin's alarms were not investigated. Pierce recommended the City Mr. Baldwin \$822.04. Council Member Mertz motioned approval to credit Mr. Baldwin's account by \$822.04.

Roll Call Vote:

2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)

16. Resolution #05 TO CONSIDER A PLAT OF SURVEY FOR PARCEL 2017-187 FOR JACK BARTELS

Director Shaw explained Jack Bartels is requesting a plat of survey to separate his house property from the balance of the Eagle Knoll Estates project. Council Member Mertz motioned approval subject to the personal residential lot being a platted lot when Eagle Knoll Estates final plat is considered for approval.

Roll Call Vote:

2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)

17. Consider architectural design standards waiver request from Menard, Inc. for their building at 370 36<sup>th</sup> Avenue SW

Director Shaw explained Menards is seeking a waiver to the architectural design standards for their warehouse expansion.

Roll Call Vote:

1 Boka 2 Mertz Y O'Connor Y Sloan Y Willey (5-0)

18. Consider Consent Agenda

a) Allow Bills

b) Capital Projects

B1) Pay App # 4 - C.L. Carroll Company, Inc. - Altoona Water Treatment Plant #3  
Expansion - \$33,867.50

B2) REMOVED TO DISCUSS SEPARATELY

B3) Pay App #8 - Elder Corporation - Gay Lea Wilson Trail Extension - \$82,614.15

B4) Change Order #1 - Jackson Creek Enterprises, L.C. - Heritage Homes Storm Improvement  
Phase 1 - extension of project deadline

B5) Pay App #3 - Spring Lake Construction - 8<sup>th</sup> St. SW Subdrain Project - \$20,765.57

B6) Change Order #2 - J&K Contracting - SE Liftstation Sanitary Sewer Phase 1 - \$7,453.73

B7) Pay App #3 - J&K Contracting - 2016 SE Lift Station Sanitary Sewer Phase 1 - \$7,081.04

B8) Change Order #2 - Elder Corp. - Sam Wise Parking Lot Improvements 2017 - \$34,243.10

B9) Pay App #4 - Elder Corp. - Sam Wise Parking Lot Improvements 2017 - \$211,131.42

B10) Pay App #2 - Elder Corp. - Adventureland Drive Improvements - \$135,239.40

c) Resolution #06 APPROVING A TRANSFER FROM THE GENERAL FUND, WATER FUND AND  
SEWER FUND TO THE EQUIPMENT REPLACEMENT FUND

d) Resolution #07 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF  
FUTURE ADVENTURELAND DRIVE WIDENING (PARKVIEW TOWNHOMES HOA - \$3,112.40)

e) Resolution #08 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF  
FUTURE ADVENTURELAND DRIVE WIDENING (GREENWAY OF ALTOONA ASSOCIATES, PHASE  
II - \$2,542.20)

f) Consider settlement agreement between the City of Altoona and Gilcrest Jewett Lumber  
Company

g) Resolution #09 SETTING A PUBLIC HEARING FOR NOVEMBER 20, 2017, AT 6:30PM ON 2017B  
AMENDMENT TO URBAN RENEWAL PLAN FOR ALTOONA URBAN RENEWAL AREA

- h) Set Public Hearing for November 6, 2016 at 6:30 pm to consider vacating two ingress egress easements centered on the north portion of Lots 16/17 and Lots 17/18
- i) Set Public Hearing for November 6, 2016 at 6:30 pm to consider amending Chapter 125 Massage Parlors and Massage Technicians  
Roll Call Vote:  
Y Boka 2 Mertz Y O'Connor Y Sloan 1 Willey (5-0)

**\*\*Pay App #5 - Morris Enterprises, Inc. - Casebeer Dr. Water Main Improvements - \$9,957.18**

Council Member Willey was concerned that the city had held enough money back for retainage because several areas appear to need care with dirt, grading and seed. City Engineer Hanson stated \$750.00 has been held back and he will speak with the contractor.

Roll Call Vote:  
Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)

**19. Beer & Liquor Permits**

- a) **Boozy Scoop - Class B Beer (BB)(includes wine coolers), Sunday Sales, Outdoor (NEW)**  
Lieutenant Jason Ferguson stated this is a new establishment.  
Roll Call Vote:  
Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)
- b) **Kum & Go #184 - Class E Liquor License (LE), Class B Wine Permit (Carryout wine-Includes Native Wine), Class C Beer Permit (Carryout Beer)**  
Lieutenant Ferguson stated there are no violations at this establishment.  
Roll Call Vote:  
Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)

**20. General Business & Department Head Reports & Updates**

The following department heads provided updates to the council: Chief Greg Stallman, Public Works Director Scott Atzen, Director Utter, City Engineer Hanson, Director Shaw, and Fire Lieutenant Tony Rauterberg.

\*City Administrator Jeff Mark provided an update on the Fire Chief search, health insurance increase for 2018, possible large event next summer and meeting regarding Altoona's future Art committee.

\*Council Member Boka shared about the new community center committee meeting. He also reminded all in attendance about the Outlets of Des Moines opening this weekend.

\*Council Member Mertz shared he has been approached by the Altoona Elementary PTA for in-kind help on a playground project.

\*Council Member Michelle Sloan reminded council about the ribbon-cutting for the Outlets of Des Moines on Friday morning at 9:30am.

\*Council Member Willey provided an update on the regional water group, Council for Watersheds, a water trails meeting and DART and the transit budget funding. He also shared that he attended Officer Tinker's retirement party on Friday.

**21. Update on Prairie Crossing**

Director Shaw explained that Heart of America's Kirk Whalen had been at City Hall today. They had worked on the NE Prairie Crossing plan.

**22. Adjourn at 7:07pm**

Roll Call Vote:  
1 Boka 2 Mertz Y O'Connor Y Sloan Y Willey (5-0)

Attest to:

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Amy S. Hill, Secretary

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Dean O'Connor, Mayor Pro-Tem