

CITY OF ANTIGO
PARKS, CEMETERY AND RECREATION COMMISSION
MINUTES OF MEETING HELD
JUNE 11, 2018

Parks, Cemetery and Recreation Commission of the City of Antigo met in Regular Meeting on the above date at 5:30 PM in the Multi-Purpose Room, City Hall, Ward 3 Tim Kassis presiding.

Attendee Name	Title	Status	Arrived
Tim Kassis	Ward 3	Present	
Glenn Bugni	Ward 7	Present	
Denise Wendt	Member	Present	
Heather McCann	Member	Absent	
Zachary Brown	Member	Present	
Sam Hardin	Member	Absent	
Barb Rebstock	Ward 1	Present	

Others in attendance: Sarah Repp, Park, Recreation and Cemetery Director; and Jaime Horswill, Clerical/Utility Assistant.

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the May 14, 2018

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Barb Rebstock, Ward 1
AYES:	Kassis, Bugni, Wendt, Brown, Rebstock
ABSENT:	Heather McCann, Sam Hardin

2. Update to Resolution to Include Year-Round Part-Time Staff and Provide Additional Clarification

Sarah Repp, Park, Recreation and Cemetery Director, provided a copy of a resolution that was approved by Council on March 4, 2015. The resolution did not include year-round part-time staff as her department was not utilizing any at that time.

Ms. Repp's updated resolution would include the year-round part-time staff in addition to the seasonal general laborer as they are often required to work on holidays, evenings, and weekends. She would like to have the ability to staff nights and weekends during the winter months to assist with snow removal and possible expansion of various recreation programs.

This resolution would include the year-round part-time staff to receive \$0.50 incentive pay for weekend and evening shifts and time and a half for those working on declared City holidays, per the Council approved pay scale. The funds would not result in an increase to the current budget.

Ms. Repp also requested that this be retroactive to when staff began employment.

Moved by Bugni, seconded by Wendt, to approve the updated resolution to include year-round part-time staff to receive \$0.50 incentive pay for weekend and evening shifts, and time and a half for those working on declared city holidays, per the Council approved pay scale and will be retroactive to the current employees' start dates.

RESULT:	REFERRED TO COMMITTEE
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Next: 6/20/2018 6:00 PM

3. Staffing, Cemeteries, Shelters and Facilities, Events, Volunteers, Recreation Programs, Forestry, Grants and Bids Updates

Ms. Repp provided a memo updating staffing, cemeteries, shelters and facilities, events, volunteers, recreation programs, forestry and grants and bids.

Ms. Repp advised that one of the year-round part-time employees has taken a different job. She will be filling his position with a seasonal employee. She will be requesting to fill the year-round part-time position following the summer season.

Ms. Repp noted that the Single Track Trail has been completed.

Ms. Repp further advised that she is short on volunteers especially for the soccer program. Her department has been contacting parents of players and is hopeful she will have enough volunteers for coaching.

Upon inquiry by Alderperson Kassis, Ms. Repp advised that the Knowles Stewardship Grant and Transportation Assistance Program Grant groups had additional questions regarding the City's application. She is hopeful to hear if the City is awarded the grants by August.

INFORMATION ONLY

RESULT:	PLACED ON FILE-NO VOTE
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Any Other Matters Authorized by Law to be Considered

Upon inquiry by Alderperson Rebstock, Ms. Repp explained that the Remington Dentention Pond is mandated by the Department of Natural Resources. Any fishing regulations would need to be changed or updated by them. She will not be able to spend much time on this until the busy summer season is over.

INFORMATION ONLY

Adjournment

1. Motion to: Adjourn at 5:43 pm

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Denise Wendt, Member
SECONDER:	Glenn Bugni, Ward 7
AYES:	Kassis, Bugni, Wendt, Brown, Rebstock
ABSENT:	Heather McCann, Sam Hardin

Tim Kassis, Chairperson

Date