

**CITY OF ANTIGO
COMMON COUNCIL
JANUARY 08, 2025**

Common Council of the City of Antigo met in Regular Session on the above date at 6:00 PM in the Council Chambers, City Hall, Mayor Thomas C. Bauknecht presiding.

ROLL CALL

Attendee Name	Title	Status	Arrived
Barb Rebstock	Ward 1	Present	
Bill Brandt	Ward 2	Remote	
Tim Kassis	Ward 3	Remote	
Mary Hayes	Ward 4	Present	
Mark Edwards	Ward 5	Present	
Joel Wagner	Ward 6	Present	
Glenn Bugni	Ward 7	Remote	
Reinhardt Balcerzak	Ward 8	Present	
Scott Henricks	Ward 9	Present	
Thomas C. Bauknecht	Mayor	Present	

Department Managers in attendance were: Karin Derauf, City Administrator; Kaye Matucheski, Clerk-Treasurer/Finance Director; Daniel Duley, Police Chief; Kirk Packard, Street Commissioner; Corey Smith, Fire Chief; Elizabeth McCarthy, Building Inspector/Zoning Administrator; Charley Brinkmeier, Land Surveyor/Project Manager; Toni Edge, Interim Library Director; and Sarah Repp, Parks, Recreation, and Cemetery Director.

Others in attendance were: Michael Winter, City Attorney; Jeanne Jensen, Deputy Clerk-Treasurer; Jordan Bass, JBAD Solutions LLC; Stacy Bula; Joanna Hilger; Ted Smith; Jerry Rice, City Gas Company; Rylee Bricko, Antigo Gymnastics; Greg Oelke; Roy Dieck; Carol Bardo; Rhonda K. Christian; John F. Christian; Glenda Oginski, Amy Stutzriem, Kelly Fassbender, Jake Leiterman, Scot Peterson, and Tom Schofield, Unified School District of Antigo; Jill Mattek Nelson and Anita Mattek, Unified School District of Antigo/Gymnastics; and David Bardo, School Board.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of Minutes from the December 11, 2024 Council Meeting

Aldersperson Wagner moved, Aldersperson Hayes seconded, to approve the December 11, 2024 Council Minutes.

RESULT:	CARRIED - VOICE VOTE
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CITIZEN COMMENT

1. Subjects on the Current Agenda

Glenda Oginski, District Administrator for the Unified School District of Antigo, extended thank yous to Mayor Bauknecht, Karin Derauf, and Mike Winter for their time in working on the FEMA BRIC Grant.

Rhonda Christian, 936 Sunset Drive, had some questions regarding the FEMA BRIC Grant: Who would have oversight of construction? Would a variance in that budget be covered? What would the timeline be for the community emergency response plan? Has there been any negative response from the municipalities involved for previously approved projects? How fast can equipment be moved in an emergency situation? Warming shelter could be used as a homeless shelter and she noted concerns with children being there.

2. Subjects Not on the Current Agenda

UPDATE ON CITIZEN'S REFERRALS FROM PREVIOUS COUNCIL AGENDA

COMMITTEE REPORTS

There were no committee reports.

CONSENT AGENDA

Aldersperson Edwards pulled Resolution No. 2-25 from the Consent Agenda.

RESULT:	CARRIED [9 TO 1] as amended with Resolution No. 2-25 pulled
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Joel Wagner, Ward 6
AYES:	Hayes, Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak
NAYS:	Scott Henricks

CONSENT AGENDA RESOLUTIONS

Resolution No. 1-25: Ayres & Associates Inc Contract for Administration of the Wisconsin Department of Natural Resources (DNR) Safe Drinking Water Fund & Clean Water Fund Programs

WHEREAS, the City of Antigo has determined that watermain and sanitary sewer needs to be replaced on Edison St from 6th Ave to 9th Ave; and,

WHEREAS, after receiving a contract from Ayres Associates Inc providing administrative services for the Wisconsin Department of Natural Resources (DNR) Safe Drinking Water Fund Program & Wisconsin DNR Clean Water Fund Program; and,

WHEREAS, Ayres Associates Inc will to provide those services for \$7,500 for each fund program for a total not to exceed \$15,000; and,

WHEREAS, Ayres Associates Inc has communicated well in the past with Wisconsin DNR, Langlade County Economic Development Corp and the City of Antigo.

NOW THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo enters into a contract for administrative services for the Wisconsin DNR Safe Drinking Water Fund Program & Wisconsin DNR Clean Water Fund Program with Ayes Associates Inc for \$15,000, with the funds to be derived from the Water Utility funds & Sanitary Utility funds.

Resolution No. 2-25: New TriCore Three Phase Transformer Replacement was moved to PULLED FROM CONSENT AGENDA

Resolution No. 3-25: Application for FEMA Grant Funds for Paramedic Upgrades for \$100,000 and Replacement of the Fire Department Engine for \$875,000 with 5% Matching Funds Obligations

WHEREAS, the Federal Emergency Management Agency (FEMA) offers annual grant programs to fire departments and municipalities; and,

WHEREAS, one of those grant programs, the Assistance to Firefighters Grant (AFG), offers grants for training as well as apparatus; and,

WHEREAS, the Fire Department has an engine that is past the recommended age per NFPA guidelines, and there are several personnel that are not yet certified as Paramedics which would both qualify for the grant.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the application for an AFG grant in the amount of \$875,000, with the \$43,750 match coming from budgeted capital improvement funds to replace the Fire Department Engine.

BE IT FURTHER RESOLVED, the application will also include a training AFG grant for \$100,000 with the \$5,000 match coming from training funds to upgrade personnel to paramedic.

Resolution No. 4-25: Approval of the Purchase and Installation of a New Blower and Rewash Pump for the Water Treatment Plant

WHEREAS, there is currently \$150,000 budgeted in Capital Improvements for redundancy of the backwash system at the Water Treatment Plant; and,

WHEREAS, there is only one backwash blower and rewash pump for backwashing the filters in the plant; and,

WHEREAS, bids were solicited and the low bid was from Crane Engineering for a total cost of \$178,425.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to

authorize the purchase of one backwash blower and rewash pump from Crane Engineering for a total cost of \$178,425.

BE IT FURTHER RESOLVED, to utilize the budgeted funds in Capital Improvements in the amount of \$150,000 and the additional \$28,425 from Undesignated Water funds.

Resolution No. 5-25: 2024 Budget Transfers and Adjustments with the Final List Submitted in February

WHEREAS, the end of the fiscal year requires budget transfers or amendments based on where the funds were actually spent in comparison to where they were budgeted; and,

WHEREAS, department managers and the Clerk-Treasurer/Finance Director review the expenditures at the end of the year to determine what transfers and amendments need to be made based on actual experience and present these to the Finance, Personnel and Legislative Committee (FP&L); and,

WHEREAS, FP&L approved the budget transfers and amendments that are needed based on the Clerk-Treasurer/Finance Director's ability to make the needed changes until the 2024 fiscal year is closed in February.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the budget transfers and amendments for 2024 per the attached list.

BE IT FURTHER RESOLVED, the final list of budget transfers and amendments will be presented at the February 12, 2025 meeting after all the 2024 invoices are processed.

Resolution No. 6-25: Approve 2024 Carry Forwards to the 2025 Budget

WHEREAS, every year funds are budgeted that need carry forwards to the next budget year for various reasons such as budgeting over several years for something or planned purchases/projects that will not be completed in 2024 or will not be paid for until 2025; and,

WHEREAS, the list was approved by the Finance, Personnel and Legislative Committee with the authority to add any carry forwards that came up after the meeting so the resolution is complete; and,

WHEREAS, the attached list indicates which funds the accounts are in, the amount of the carry forward, and the reason for the carry forward.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Carry Forwards from 2024 to 2025 per the attached list with the total General Fund of \$507,753.00 and the Capital Equipment/Improvement Fund of \$2,045,088.

BE IT FURTHER RESOLVED, the final list of 2024 Carry Forwards to 2025 will be presented at the February 12, 2025, Council meeting when all 2024 expenditures will be known.

Resolution No. 7-25: Request for Paid Leave of Absence

WHEREAS, the City of Antigo has an employee policy and has followed past practice under certain circumstances to allow an employee to take a paid leave of absence; and,

WHEREAS, the City of Antigo has allowed a paid leave of absence until an employee has exhausted all of their remaining benefits including vacation and sick time; and,

WHEREAS, due to certain circumstances, a specific city employee is unable to work and has submitted a request to utilize their remaining benefits; and,

WHEREAS, allowing the employee to utilize their remaining benefits would create a fiscal impact to the city of \$6,978.27, which would be paid out to the employee upon separation from the city regardless of certain circumstances.

NOW, THEREFORE, BE IT RESOLVED BY COMMON COUNCIL, City of Antigo, approval of the request for paid leave of absence to a certain employee, utilizing the remaining benefits totaling \$6,978.27.

CONSENT AGENDA COMMUNICATIONS

Department Manager Reports

PULLED FROM CONSENT AGENDA**Resolution No. 2-25: New TriCore Three Phase Transformer Replacement**

WHEREAS, during the construction of the Solar Panel Project at the Wastewater Treatment Plant it was discovered that the wrong three phase transformer was installed many years ago; and,

WHEREAS, Wisconsin Public Service installed the new transformer and upgraded their service line to the Wastewater Treatment Plant; and,

WHEREAS, causing the City of Antigo to upgrade our CT Metering Cabinet and wiring for a cost of \$23,781.

NOW THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, approve and accept change order number one for the amount of \$23,781 to be paid to Northwind Solar with the funds being derived from the Sanitary Utility.

Aldersperson Edwards stated he does not feel the City should have to pay for this but feels this should be up to the solar company to pay for it.

Charley Brinkmeier, Land Surveyor/Project Manager, explained Wisconsin Public Service (WPS) was unaware that their transformer was not the appropriate one and they moved the location. Mr. Brinkmeier noted WPS will not let anyone into their areas except their employees.

Upon inquiry by Aldersperson Wagner, Mr. Brinkmeier explained the wiring also had to be done with the WPS change.

Upon inquiry by Aldersperson Hayes, Mr. Brinkmeier stated he has been with the City for more than 20 years and he does remember this so it could be more than 20 years ago.

Upon inquiry by Aldersperson Kassis, Mr. Brinkmeier noted that without doing this, solar will not get into the wastewater plant.

Aldersperson Brandt inquired on the possibility of asking WPS to cost share 50%.

Aldersperson Brandt moved, Aldersperson Edwards seconded, to ask WPS to cover 50% of the costs.

RESULT:	CARRIED - VOICE VOTE
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Motion to approve Resolution No. 2-25 as amended contingent upon Wisconsin Public Service agreeing to cost share 50% of the expense.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Mark Edwards, Ward 5
SECONDER:	Joel Wagner, Ward 6
AYES:	Hayes, Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak, Henricks

If WPS will not cost share, this resolution will come back to Council.

NEW BUSINESS**RESOLUTIONS****Resolution No. 8-25: Authorizing the Execution of a Sub-grant Agreement for a FEMA BRIC Grant with the Unified School District of Antigo**

WHEREAS, at a recent Committee of the Whole meeting, the Unified School District of Antigo (School) presented information on a Federal Emergency Management (FEMA) grant through the Building Resilient Infrastructure & Communities Grant Program (BRIC) with Wisconsin Emergency Management where the City would be the pass-through agency for this grant; and,

WHEREAS, the Mayor and City Attorney will work with the School to execute an Assumption Agreement outlining the expectations of the grant; and,

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to enter into a sub-grant agreement with the Division of Emergency Management in the State of Wisconsin Department of Military Affairs for the program entitled Hazard

Mitigation Assistance on behalf of the Antigo School District pending the City Attorney, Mike Winter's satisfaction of legal opinion that the Antigo School District has effectively answered all questions regarding the grant application.

BE IT FURTHER RESOLVED, Thomas C. Bauknecht, Mayor, and Kaye M. Matucheski, Clerk-Treasurer/Finance Director, are hereby authorized to execute and sign such sub-agreements and any amendments hereto as are necessary to implement a community tornado safe room project on behalf of the City of Antigo.

BE IT FURTHER RESOLVED, local cost share funds, ongoing maintenance funds, and facility operations for the project will be provided by the Unified School District of Antigo.

Discussion was held with Alderpersons expressing their questions and concerns.

Jordan Bass of JBAD Solutions LLC, explained the BRIC grant has been active since 2020 and funds are decided annually. This involves long-term planning with selection being in 2025 and then 2026 for funds and the project would have to be completed by 2028. In answer to Ms. Christian's questions from earlier, he noted the City is not being asked for any funding, the school district will be responsible for oversight, a public comment period is required with publication in the newspaper, the only complaint has been the "speed" of FEMA, and there should be no factor with moving equipment out of the way in the event of an emergency. He noted that the City and School can set regulations on how the facility will be operated for cooling/heating issues.

Upon inquiry by Alderperson Hayes, Mr. Bass noted potentially they could apply in future years if not approved by the City now but cannot predict what, if any, funds will be available in the future. Upon inquiry by Alderperson Kassis, Mr. Bass further commented Wisconsin Emergency Management prefers going through the local municipality rather than the County.

Mayor Bauknecht noted following the meeting earlier today, the resolution has been adjusted based on the discussion. The City's role is only to pass the money through and signatures. The school will pay for the single audit required.

Upon inquiry by Alderperson Kassis regarding if there will be an additional tax hit if the grant goes through, Kelly Fassbender of the School District stated they have many different grants, and fundraising can be done to pay for the school's portion. Ms. Fassbender noted Fund 46 could be used for a portion of funds needed. There are a variety of different sources that could be used for covering the school's portion.

Jill Mattek Nelson, School Board, commented she feels it is fiscally responsible to do in tandem with the building of the new school. Ms. Mattek Nelson stated the School District does have plans for this project.

Jake Leiterman, Antigo School District, stated the School District had plans drawn up in 2018. Upon inquiry by Alderperson Rebstock, Mr. Leiterman stated the facility would join the Aquatic Center and High School together.

RESULT:	CARRIED [9 TO 1]
MOVER:	Joel Wagner, Ward 6
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak, Henricks
NAYS:	Mary Hayes

Resolution No. 9-25: Add Information Technology Service Position and Eliminate the Information Technology Director Position

WHEREAS, the position of Information Technology Director (IT Director) has been vacant since August of 2024, and The Dirks Group has been assisting the City during the transition; and,

WHEREAS, after consideration of the City's needs, the position of IT Director is eliminated and the position of Information Technology Service Technician (IT Tech) is created; and,

WHEREAS, the attached job description with a few amendments was approved at the Committee of the Whole meeting to move the position forward.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to eliminate the IT Director position for the City of Antigo.

BE IT FURTHER RESOLVED, the position of IT Tech is created with the attached job description with the following changes:

*Add assist with the IT budget and IT purchases

*Change requirements to either an Associates Degree or Work Experience

BE IT FURTHER RESOLVED, the compensation be derived from a new Grade 7 of the Compensation Plan and starting at Step 5 or \$25.38 per hour plus benefits.

Alderson Bugni commented on the tie vote at a previous meeting regarding having an IT Director vs IT Tech position. He noted concerns with paying an outside firm \$115,000.

Alderson Bugni moved, Alderson Kassis seconded, to keep the position as IT Director, post it as soon as possible, and renegotiate the agreement with The Dirks Group.

Ms. Derauf noted \$82,000 is the total for The Dirks Group for a maintenance plan. She also noted the cost of an IT Tech position being \$52,000 salary with a 37.1% benefits package totaling roughly \$72,000. She explained \$113,000 would have been the maintenance and daily support total for The Dirks Group.

Alderson Bugni commented he feels the City deserves someone on site.

Alderson Balcerzak commented that security is one of the main things for the City.

Ms. Derauf noted the maintenance plan with The Dirks Group is for security for the City.

Daniel Duley, Police Chief, noted the County had a security incident that affected the Police Department for a month to a month and a half. The Dirks Group is in the position for the best security for the City. He stressed the City does not want to open up vulnerabilities and security of the City.

Alderson Bugni commented that people are available and the City is better off with an in-house person and The Dirks Group for security.

RESULT:	MOTION LOST [4 TO 5]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Tim Kassis, Ward 3
AYES:	Rebstock, Kassis, Hayes, Bugni
NAYS:	Bill Brandt, Mark Edwards, Joel Wagner, Reinhardt Balcerzak, Scott Henricks

Motion to approve Resolution No. 9-25.

Alderson Hayes commented on the additional cost of approximately \$41,000 by having The Dirks Group and an IT Tech person.

RESULT:	CARRIED [7 TO 3]
MOVER:	Mark Edwards, Ward 5
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Hayes, Rebstock, Brandt, Edwards, Balcerzak, Henricks
NAYS:	Tim Kassis, Joel Wagner, Glenn Bugni

Ms. Derauf stated she will have the Human Resources Specialist post the position tomorrow.

Resolution No. 10-25: Combine Voting Wards for the City of Antigo if a Primary Election is Needed

WHEREAS, there is a possibility of needing a Spring Primary Election on February 18, 2025, depending on the number of candidates for the offices of State Superintendent of Public Instruction, Justice of the Supreme Court, District 3 Court of Appeals Judge, County Supervisors, School Board, Mayor, or Aldersons for Wards 1, 2, 4, 5, 7, and 9; and,

WHEREAS, when there are only State offices on a Primary ballot, the voter turnout is usually very low so there does not need to be nine separate wards at the polling place; and,

WHEREAS, the deadline for combining wards for the Spring Primary Election is January 19, 2025, but the timing of the deadline for nomination papers, the deadline to combine wards, and the Council meeting date do not allow for the Clerk-Treasurer/Finance Director to determine if a Primary Election is going to be needed before the deadline; and,

WHEREAS, because of the timing, the Clerk-Treasurer/Finance Director has requested approval to determine if wards should be combined into one reporting district (all nine wards) or three reporting districts (three wards in each reporting district) after the final list of candidates and offices are known.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the Clerk-Treasurer/Finance Director to determine how the wards will be combined, if needed, for the February 18, 2025, Primary Election.

Aldersperson Balcerzak moved, Aldersperson Edwards seconded, to approve Resolution No. 10-25.

Kaye Matucheski, Clerk-Treasurer/Finance Director, stated the State Superintendent of Public Instruction will be the only item on the ballot so she would like to combine all nine wards into one reporting unit and hold the election in the Council Chambers.

RESULT:	CARRIED - VOICE VOTE
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CLOSED SESSION

1. Closed Session: Pursuant to Section 19.85(1)(c), Wisconsin Statutes, and Upon Proper Motion, Council will Convene into Closed Session to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to Discuss the Performance of the City Administrator.

Aldersperson Wagner moved, Aldersperson Henricks seconded, that the Common Council convene into closed session at 7:12 p.m. in accordance with Section 19.85 (1)(c), Wisconsin Statutes, to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to discuss the performance of the City Administrator.

RESULT:	CARRIED [9 TO 1]
MOVER:	Joel Wagner, Ward 6
SECONDER:	Scott Henricks, Ward 9
AYES:	Hayes, Rebstock, Brandt, Kassis, Wagner, Bugni, Balcerzak, Henricks
NAYS:	Mark Edwards

Upon completion of discussion in closed session, a motion was made and carried to reconvene into open session to act on matters discussed, if necessary, and to proceed with the regular order of business.

No action was taken on the closed session discussion.

MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Barb Rebstock, Ward 1
SECONDER:	Joel Wagner, Ward 6
AYES:	Hayes, Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak, Henricks

1. Direct Deposit for December 6 and December 20, 2024 Payrolls
2. BMO Bank Accounts Payable Check Nos. 83089-83226
3. Self-Funding Health Insurance Check Nos. 2157-2158
4. Block Grant Revolving Loan Check Nos. 3773-3782

COMMITTEE REFERRALS

There were no committee referrals.

ADJOURNMENT

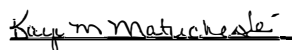
Aldersperson Brandt moved, Aldersperson Bugni seconded, to adjourn at 8:17 p.m. Carried.

Approved:



Thomas C. Bauknecht, Mayor

Attest:



Clerk - Treasurer