CITY OF ANTIGO

COMMON COUNCIL

JANUARY 09, 2019

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 Bill Brandt presiding.

ROLL CALL

Attendee Name	Title	Status	Arrived
Barb Rebstock	Ward 1	Present	
Sandra Fischer	Ward 2	Present	
Tim Kassis	Ward 3	Present	
Tom Bauknecht	Ward 4	Present	
Carol Feller Gottard	Ward 5	Present	
Rick LeBrun	Ward 6	Present	
Glenn Bugni	Ward 7	Present	
Reinhardt Balcerzak	Ward 8	Present	
Scott Henricks	Ward 9	Present	
Bill Brandt	Mayor	Present	

2. Additional Attendance

Department Managers in attendance were: Mark Desotell, Director of Administrative Services; Kaye Matucheski, Clerk-Treasurer/Finance Director; Eric Roller, Police Chief/Public Safety Director; Kirk Packard, Street Commissioner; James Pike, Communication and Technology Supervisor; Jon Petroskey, Fire Chief; Roger Musolff, Building Inspector/Zoning Administrator; Charley Brinkmeier, Land Surveyor/Project Manager; Dominic Frandrup, Library Director; and Sarah Repp, Parks, Recreation, and Cemetery Director.

Others in attendance were: Jeanne Jensen, Deputy Clerk-Treasurer; Lisa Haefs, Antigo Daily Journal; and for a portion of the meeting from the Antigo Fire Department employees, Mark McKinney, Adam Finn, Anthony Rottier, Steven Olig, John Hamann, Chad Ashbeck, Jamie Lenzner; and Fire Department Chaplains and their families, Kellen, Elizabeth, and Carson Lewis, and Rev. Don, Carol, and Rebekah Engebretson.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the December 12, 2018 Meeting

Alderperson Bugni moved, Alderperson Bauknecht seconded, to approve the December 12, 2018 Council minutes.

RESULT:	**CARRIED - VOICE VOTE**

PRESENTATION

1. Swearing In of Fire Department Chaplains

Jon Petroskey, Fire Chief, introduced the Fire Department Chaplains, Pastor Don Engebretson and Pastor Kellen Lewis. The plan for the program is to have the chaplains available for fire department staff. Kaye Matucheski, Clerk-Treasurer/Finance Director, swore in the new Chaplains.

CITIZEN COMMENT

1. Subjects on the Current Agenda

2. Subjects Not on the Current Agenda

UPDATE ON CITIZEN'S REFERRALS FROM PREVIOUS COUNCIL AGENDA

None.

CONSENT AGENDA

Alderperson Feller Gottard pulled Resolution No. 2-19 from the Consent Agenda.

Alderperson Bauknecht moved, Alderperson Kassis seconded, to approve the consent agenda as amended.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Tom Bauknecht, Ward 4
SECONDER:	Tim Kassis, Ward 3
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

CONSENT AGENDA RESOLUTIONS

Resolution No. 1-19: Approval of Operator's License for Keaton Kemmer

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that Operator's License be issued to Keaton Kemmer pursuant to payment of fees.

2-19 has been moved to PULLED FROM CONSENT AGENDA

Resolution No. 3-19: Allow Clerk-Treasurer/Finance Director to Waive Permit Fees and Insurance Requirements for Previously Held Events Per the Attached List

WHEREAS, many events are held throughout the year that utilize city property, park space, facilities, and/or city services and they are required to file special event permit applications and insurance certificates with the City; and,

WHEREAS, organizations that hold events that meet at least one of the criteria of: being open to the public for an educational or remembrance for those in the community, recognizing volunteers, or investing any profit generated back into the community have in the past requested and been granted waivers for the permit fee and insurance requirement; and,

WHEREAS, allowing the Clerk-Treasurer/Finance Director to grant the waivers for previously held events will eliminate the need to take each event separately to the committees and Council for approval; and,

WHEREAS, any new events would have to be individually approved by the committees and Council.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the Clerk-Treasurer/Finance Director to waive the permit fees and insurance requirements for the attached list of previously held events.

Resolution No. 4-19: Change Member of Hotel/Motel Tax Commission from Community Development Board to Langlade County Economic Development Corporation Executive Director

WHEREAS, the guidelines for the Hotel/Motel Room Tax Commission originally included the following members as per Resolution No. 026-04:
Mayor, City Council President, Chamber of Commerce Director, Langlade County Economic Development Committee Chairperson, Chamber of Commerce Member, Citizen at Large, and Lodging Representative; and,

WHEREAS, Resolution No. 107-08 changed the Langlade County Economic Development Committee Chairperson to a non-Council member of the Community Development Corporation Board which no longer exists; and,

WHEREAS, because the Community Development Corporation Board no longer exists, it has been approved by the Finance, Personnel & Legislative Committee to change this member to the Langlade County Economic Development Executive Director to be appointed by position.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to delete the non-Council member of the Community Development Corporation Board and add the Langlade County Economic Development Executive Director as a member of the Hotel/Motel Room Tax Commission.

BE IT FURTHER RESOLVED, the person that has been serving in the absence of a Community Development Corporation member will be replaced with the passage of this resolution and Council extends their appreciation and thanks to this member for serving.

Resolution No. 5-19: Approval of Police Captain Compensation for new Police Captain after Retirement of Captain Kolpack

WHEREAS, the Police Department has accepted the resignation of Captain James Kolpack effective February 14, 2019; and,
WHEREAS, succession planning has been in place to promote a Captain from within the ranks of the department; and,
WHEREAS, wages for the position have been recommended to begin at pay grade 11, step 6, and move to step 7 at the beginning of 2020.
NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the compensation for the Captain's position starting at a pay grade 11, step 6, with advancement to step 7 at the beginning of 2020.

CONSENT AGENDA COMMUNICATIONS

Department Head Reports

PULLED FROM CONSENT AGENDA

Resolution No. 2-19: Consideration of $20,000 from the City's Economic Development Portion of the Hotel/Motel Tax Fund to Assist in the Purchase and Relocation of Additional Equipment for Antigo Neon, LLC as the Result of a Pending Merger

WHEREAS, Antigo Neon, LLC (currently doing business as Antigo Sign & Display) has presented a plan to the City of Antigo's Finance, Personnel & Legislative Committee for the acquisition and relocation of additional manufacturing equipment for their Antigo site as the result of a pending merger; and,
VHEREAS, Antigo Neon approached the City in an effort to retain existing jobs by introducing the new manufacturing equipment to expand their presence with the additional product line leading to an additional 3 positions as a result of the merger; and,
WHEREAS, the newly acquired equipment will be transported to Antigo and be set into their existing manufacturing facility located at 1412 Deleglise providing for the better utilization of available production space; and,
WHEREAS, Antigo Neon has requested financial consideration to help offset the costs associated with the purchase and relocation of the manufacturing equipment from the off-site facility in order to make this project feasible; and,
WHEREAS, because the proposed expansion will increase the tax value of the City, retain existing jobs and create additional employment opportunities the City feels it is in the best interest of the public to contribute $20,000 towards the projected equipment purchase and relocation expenses with the funds being derived from the City's Economic Development portion of the Hotel/Motel Room Tax Fund.
NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize payment of $20,000 to Antigo Neon, LLC to fund a portion of the equipment purchase and relocation expenses associated with the pending merger.
BE IT FURTHER RESOLVED, the $20,000 will be derived from the City's Economic Development portion of the Hotel/Motel Tax Fund (# 415) with the Clerk-Treasurer/Finance Director being authorized to make the payment upon delivery and set-up of the newly acquired equipment within the Antigo facility located at 1412 Deleglise Street.

Upon inquiry by Alderperson LeBrun, Mayor Brandt explained this money comes from a portion of the money which is not controlled by the Hotel Motel Room Tax Commission but is paid directly to the City. Kaye Matucheski, Clerk-Treasurer/Finance Director, explained of the Hotel Motel Room Tax funds received, 70% is used for tourism, 20% is for the City to use for economic development, and 10% is for administration fees.

Upon inquiry by Alderperson Feller Gottard, Mayor Brandt noted this is an appropriate use of the money. These funds have been utilized before by other businesses for improvements/expansions/mergers. Mayor Brandt further stressed that if the merger does not take place, the money will not be expended.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Tim Kassis, Ward 3
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

NEW BUSINESS

RESOLUTIONS

Resolution No. 6-19: 2018 Budget Transfers & Amendments

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, departments 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 them to the Finance, Personnel & Legislative Committee.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the budget transfers and amendments for 2018 per the attached list.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Scott Henricks, Ward 9
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

LICENSES

Transfer of Agent for Mills Fleet Farm Group LLC Class "A" Fermented Malt Beverage License at 2511 Neva Road (Fleet Farm Main Store) New Agent - Eric James Halverson

Alderperson Kassis moved, Alderperson Balcerzak seconded, to approve the transfer of agent for Mills Fleet Farm Group, LLC at 2511 Neva Road, new agent Eric James Halverson.

RESULT:	**CARRIED - VOICE VOTE**

Transfer of Agent for Mills Fleet Farm Group LLC Class "A" Fermented Malt Beverage License at 2505 Neva Road (Fleet Farm Gas Mart) New Agent - Eric James Halverson

Alderperson Bugni moved, Alderperson LeBrun seconded, to approve the transfer of agent for Mills Fleet Farm Group, LLC at 2505 Neva Road, new agent Eric James Halverson.

RESULT:	**CARRIED - VOICE VOTE**

MISCELLANEOUS BUSINESS

None.

PAYMENT OF BILLS

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Tim Kassis, Ward 3
SECONDER:	Glenn Bugni, Ward 7
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

1. Direct Deposits for December 14 and 28, 2018 Payrolls
2. Huntington Bank Account Payable Check Nos. 69323-69531
3. Self-Funding Health Insurance Check Nos. 1993-1995
4. Block Grant Revolving Loan Check Nos. 3550-3554

COMMITTEE REFERRALS

There were no committee referrals.

ADJOURNMENT

Alderperson Kassis moved, Alderperson Bugni seconded, to adjourn at 6:13 p.m. Carried.

Approved:

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Bill Brandt, Mayor

Attest:

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Clerk - Treasurer