

**CITY OF ANTIGO
COMMON COUNCIL
JANUARY 10, 2018**

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	Absent	
Rick LeBrun	Ward 6	Present	
Glenn Bugni	Ward 7	Present	
Reinhardt Balcerzak	Ward 8	Present	
Scott Henricks	Ward 9	Present	
Bill Brandt	Mayor	Present	

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

Others in attendance were: Michael Winter, City Attorney; Jeanne Jensen, Deputy Clerk-Treasurer; Lisa Haefs, Antigo Daily Journal; and Scott Martin, MSA Professional Services.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the December 13, 2017 Meeting

Aldersperson Bugni moved, Aldersperson Bauknecht seconded, to approve the December 13, 2017, Council Minutes.

RESULT:	CARRIED - VOICE VOTE
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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

Mayor Brandt requested Resolution No. 6-18 be pulled from the Consent Agenda for amendment.

Aldersperson Rebstock moved, Aldersperson Bugni seconded, to pull Resolution No. 6-18 from the Consent Agenda for amendment. Carried.

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

CONSENT AGENDA RESOLUTIONS

Resolution No. 1-18: Approval of Operator's License for Michael D. Easker

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that an Operator's License be issued to Michael D. Easker pursuant to payment of fees.

Resolution No. 2-18: Deputize Clerical/Utility Assistant for Election Related Duties

WHEREAS, the Clerical/Utility Assistant position in the Clerk-Treasurer's Office has included in the job description that the position "assists with all aspects of the election process as directed by the Clerk-Treasurer. . ." ; and,

WHEREAS, currently the employee is unable to sign and initial the work that she is already doing and must instead seek the signature/initials of either the Clerk or Deputy Clerk; and,

WHEREAS, the employee that is currently completing this work, Jaime Horswill, has demonstrated the ability to handle the election process with less oversight; and,

WHEREAS, the Clerk-Treasurer/Finance Director has requested approval to deputize Jaime Horswill, Clerical/Utility Assistant, for Election Related Duties in order to facilitate a more timely process of issuing ballots.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to deputize Jaime Horswill, Clerical/Utility Assistant, as of January 10, 2018, for election related duties.

BE IT FURTHER RESOLVED, this change does not affect the job description or compensation of this position as these duties are already included with.

Resolution No. 3-18: Pollution Liability Insurance Policy for 2018 at a Cost of \$889

WHEREAS, the City's insurance policies with Cities & Villages Mutual Insurance Company (CVMIC) currently has a pollution liability exclusion includes:

Any CLAIM arising out of the contamination or alleged contamination of any environment by POLLUTANTS introduced at anytime, anywhere, in any way, including, but not limited to, into or upon land, the atmosphere or any watercourse or body of water or aquifer. This exclusion applied whether or not the contamination is introduced into the environment intentionally or accidentally or gradually or suddenly and whether or not the INSURED and/or any other person or organization is responsible for the contamination.

WHEREAS, the policy defines pollutants as:

POLLUTANTS – means any of the following: 1. Any substance exhibiting any hazardous characteristics as defined by or identified on a list of hazardous substances issued by the United States Environmental Protection Agency or any federal, state, county, municipal, local, or foreign equivalent. 2. Any solid, liquid, gaseous, or thermal irritant, contaminant or smoke, vapor, soot, fumes, acids, alkalis, chemicals or waste materials. Waste includes materials to be recycled, reconditioned or reclaimed. 3. Any other air emission, odor, waste water, oil or oil noise, FUNGI or bacteria, LEAD, and electric or magnetic or electromagnetic field radiation. The term POLLUTANTS, as used herein, is not defined to mean potable water, agricultural water, water furnished to commercial users or water used for fire suppression.

WHEREAS, CVMIC has been able to make available through a group purchase program a pollution liability policy that would add back some of the excluded coverage at a premium of \$889 with a \$50,000 self-insured retention (SIR).

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the purchase of a Pollution Liability Insurance Policy at a cost of \$889 with a \$50,000 SIR to be effective January 1, 2018.

Resolution No. 4-18: Correction to Health Insurance Resolution #115-17 and Dental Insurance Resolution #114-07 for 2018 Fees

WHEREAS, Resolution #115-17 for health insurance and #114-17 for dental insurance for 2018 were approved in November, 2017, but an error was discovered in the amount of fees stated; and,

WHEREAS, the fee in resolution #115-17 health insurance stated the administration fee is \$56.68 per employee/per month but the actual revised quote stated the fee is \$52.83 per employee/per month; and,

WHEREAS, the fee in resolution #114-17 dental insurance stated there was no change in the administration fee for 2018 but it incorrectly stated the fee is \$5.05 per employee/per month when the actual fee is \$5.25 per employee/per month.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to amend Resolution #115-17 Health Insurance Administration Fee from \$56.68 to \$52.83 per employee/per month.

BE IT FURTHER RESOLVED, to correct Resolution #114-17 Dental Insurance Administration Fee from \$5.05 to \$5.25 per employee/per month.

Resolution No. 5-18: Write Off Block Grant Balance for 1417 Fifth Avenue in the Amount of \$14,261.49 Due to Foreclosure

WHEREAS, the City currently has two Block Grant mortgages on the property at 1417 Fifth Avenue in the amount of \$14,261.49; and,

WHEREAS, in checking the property records, it has been determined that this property was foreclosed on by the first position mortgage company in 2015 so there is no ability to collect the outstanding balance; and,

WHEREAS, the Clerk-Treasurer/Finance Director has requested approval to write this balance off due to the foreclosure.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the Clerk-Treasurer/Finance Director to write off the balance of \$14,261.49 for the Block Grant mortgages on the property at 1417 Fifth Avenue.

Resolution No. 6-18: has been moved to PULLED FROM CONSENT AGENDA

Resolution No. 7-18: Establish a Volunteer Chaplain Program for the Police Department

WHEREAS, Chaplains have been involved for many years in law enforcement and have proven to be very beneficial to the profession; and,

WHEREAS, the Antigo Police Department has researched starting a volunteer Chaplain Program for the purpose of providing spiritual and emotional support to all members of the department, their families, and members of the public; and,

WHEREAS, the chaplain is a volunteer position with no compensation for services and will be selected through a religiously neutral process as established by the Police Department; and,

WHEREAS, the cost for implementing the program is minimal and the current training and uniform budgeted funds will be utilized for any costs.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the establishment of a volunteer Chaplain Program for the Antigo Police Department effective immediately.

BE IT FURTHER RESOLVED, the minimal cost for this program will be derived from currently budgeted funds.

Resolution No. 8-18: 2018-2022 Wisconsin DOT Transportation Alternatives Program (TAP) Grant Application Submittal for the Expansion of the City's Existing Bicycle/Pedestrian Trail System from North of the Elevated Boardwalk to Remington Detention Pond

WHEREAS, the Wisconsin Department of Transportation (WisDOT) is accepting applications for the 2018-2022 Transportation Alternatives Program (TAP) which has combined the three former funding programs known as Safe Routes to Schools, Transportation Enhancements and the Bicycle & Pedestrian Facilities Program; and,

WHEREAS, the TAP grant is an effective funding source for the expansion of our existing bicycle/pedestrian trail starting from the north end of the elevated boardwalk (gapping the section scheduled through the County fairgrounds as this is

anticipated for a 2018 Knowles Stewardship Grant application) northward to Charlotte Street until reaching Prosser Place thence westward along Prosser Place and Amron Avenue to Saratoga Street thence southward along Saratoga Street and the newly created dog park thence westward on Center Street to Hogan Street thence southward on Hogan Street to the Remington Detention Pond area; and,

WHEREAS, the grant would provide funding up to an 80% Grant/20% Local share under a reimbursement program and is limited in its ability to approve projects making the ideal project requests with costs ranging from \$300,000 to \$1,000,000; and

WHEREAS, the project concepts were submitted and received support from the Parks, Cemetery & Recreation Commission and Public Works Committee then subsequently to the Finance, Personnel & Legislative Committee with an anticipated total project opinion of cost of \$937,500 (\$750,000 Grant/\$187,500 Local Match); and,

WHEREAS, the TAP applications are due for submittal to the Wisconsin Department of Transportation (WisDOT) by January 26, 2018, with construction commencing no sooner than July 1, 2020 with the anticipated City matching funds coming from a number of potential sources including but not limited to urban forestry sales, Knowles Stewardship Grant, potential Inland Lake District funding as appropriate and future City of Antigo budget process.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the Director of Administrative Services to submit a TAP Grant application to WisDOT as our #1 priority for the expansion of the City's existing bicycle/pedestrian trail system for the 2018-2022 Transportation Alternatives Program.

BE IT FURTHER RESOLVED to authorize the Director of Administrative Services to advance and endorse any additional application materials as necessary leading to the award of the projects.

Resolution No. 9-18: 2017 Budget Transfer for Clarifier Plug Replacement Work Completed at Wastewater Treatment Plant from Infrastructure Alternative's Operation & Maintenance Agreement to a 2017 CIP Plant Replacement Budget Item

WHEREAS, Infrastructure Alternatives Inc. (IAI) assists the City of Antigo as part of our joint agreement for the Operation and Maintenance of the Water and Wastewater Treatment Facilities along with the planning and implementation of CIP projects including the 2016 project scheduled for the replacement of the center drive mechanism associated with Primary Clarifier #1 at the Wastewater Treatment Plant; and,

WHEREAS, IAI completed a needed repair/upgrade to a clarifier plug valve in 2017 providing the continuation of plant operations in a safe and effective manner and as a result provided reduced exposure to ergonomic type injuries to their workforce; and,

WHEREAS, the costs for this work which was completed through quoted private vendor services totaled an amount of \$21,415.38 and was initially invoiced through the Operations & Maintenance Agreement with IAI in conjunction with the primary clarifier replacement project; and,

WHEREAS, the completed clarifier plug valve replacement work qualified for reimbursement through the 2017 CIP Plant Replacement funds for the Wastewater Treatment Plant with no additional funding needed as several other slated 2017 projects were not required to be completed in the calendar year.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to reimburse Infrastructure Alternatives, Inc. the \$21,415.38 in project costs associated with the clarifier plug valve replacement project at the Wastewater Treatment Plant originally paid from the repair and maintenance portion of the Operating and Maintenance Contract with the funds to be derived from the 2017 Capital Equipment/Improvement budget using plant replacement funds.

Resolution No. 10-18: Selection of MSA Professional Services to Complete a Preliminary Study Relative to the Demolition of the Former Java Junction Building Located at 814 Fifth Avenue

WHEREAS, the City of Antigo previously received the property, known as the former Java Junction building, located at 814 Fifth Avenue through the tax reversion process; and,

WHEREAS, staff has been working with potential developers and entrepreneurs to re-purpose the building and have been unsuccessful due primarily to the existing condition of the building; and,

WHEREAS, due to the lack of interest by private investors along with the deteriorating condition of the building it has created the scenario for consideration of demolition as an alternative; and,

WHEREAS, staff solicited the assistance of MSA Professional Services for the completion of a preliminary demolition study which will take into account the structural condition of the Java Junction including its relation to the adjacent buildings at a projected cost of \$8,500; and,

WHEREAS, based on the experience of MSA Professionals with this type of study for communities with similar circumstances it is staff's recommendation to waive the bidding process under the exception to bidding portion (Section #4) of the City's Purchasing Policy.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to approve a Professional Services Agreement in an amount of \$8,500 with MSA Professional Services with the funds to be derived from the Demolition of Buildings Account.

BE IT FURTHER RESOLVED, to waive the bidding requirement according to Section #4 of the exception to bidding portion of the City Purchasing Policy.

CONSENT AGENDA COMMUNICATIONS

Department Manager Reports

PULLED FROM CONSENT AGENDA

Resolution No. 6-18: Bid from Kautza Excavating, LLC for the Demolition of a House at 702 South Clermont Street in the Amount of \$9,590

WHEREAS, the residential home located at 702 South Clermont Street has been deemed unfit for habitation by the city building inspector in accordance with Sec. 14-1689 of the Municipal Code; and,

WHEREAS, the city attorney has followed all legal requirements to prepare the residence for demolition by the city; and,

WHEREAS, staff subsequently advertised and solicited bid proposals for the demolition and proper disposal of the resulting materials and restoration of the site along with an optional quote for removal of the foundation; and,

WHEREAS, Kautza Excavating LLC presented the bid deemed most advantageous in the amount of \$9,590 not including removal of the foundation; and,

WHEREAS, this expense will be accounted for through the contractual services line item of the Demolition of Buildings account found in the 2018 operating budget.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the hiring of Kautza Excavating LLC to proceed with the demolition and proper disposal of the materials of the residential home located at 702 South Clermont Street at an amount of \$9,590 not including removal of the foundation with funds derived from the 2018 Demolition of Buildings account (100.520.52510.52280).

Aldersperson Kassis moved, Aldersperson Henricks seconded, to amend Resolution No. 6-18 to correct amount to \$8,490.00.

Ayes to approve the amendment were: Rebstock, Fischer, Kassis, Bauknecht, LeBrun, Bugni, Balcerzak, and Henricks. Noes were: None. Absent: Feller Gottard. Carried.

Kaye Matucheski, Clerk-Treasurer, noted the price listed in the original resolution included removal of the foundation but the City is not going to be removing the foundation so the correct price is \$8,490.00.

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

NEW BUSINESS

RESOLUTIONS

Resolution No. 11-18: Combine Wards for the 2018 Spring Primary Election to be Held February 20, 2018

WHEREAS, the reporting units for election purposes in the City of Antigo have been established as Ward 1 (Aldermanic District 1), Ward 2 (Aldermanic District 2), Ward 3 (Aldermanic District 3), Ward 4 (Aldermanic District 4), Ward 5 (Aldermanic District 5), Ward 6 (Aldermanic District 6), Ward 7 (Aldermanic District 7), Ward 8 (Aldermanic District 8), and Ward 9 (Aldermanic District 9); and,

WHEREAS, if there is a need for a Spring Primary Election on February 20, 2018, there will most likely only be one office on the ballot and a low voter turnout is expected; and,

WHEREAS, Wisconsin Statue 5.15(6)(b) allows municipalities with a population of less than 35,000 to combine wards for voting purposes 30 days before each spring primary; and,

WHEREAS, there will be a cost savings to the City of Antigo by combining wards for the February 20, 2018, Spring Primary Election.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to hereby approve combining Ward 1 (Aldermanic District 1), Ward 2 (Aldermanic District 2), Ward 3 (Aldermanic District 3), Ward 4 (Aldermanic District 4), Ward 5 (Aldermanic District 5), Ward 6 (Aldermanic District 6), Ward 7 (Aldermanic District 7), Ward 8 (Aldermanic District 8), and Ward 9 (Aldermanic District 9) into one reporting unit for election reporting purposes for the Spring Primary Election on February 20, 2018, if an election is held.

BE IT FURTHER RESOLVED, this is for reporting purposes for the Spring Primary Election only and after this election, the reporting units will revert to individual reporting units.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Barb Rebstock, Ward 1
AYES:	Rebstock, Fischer, Kassis, Bauknecht, LeBrun, Bugni, Balcerzak, Henricks

Resolution No. 12-18: Reallocation of CIP Funds for 2018 Equipment Purchases Without an Increase in Budget (Contingent on Park, Cemetery and Recreation Commission Approval)

WHEREAS, the City of Antigo Park, Recreation and Cemetery Department had sooner than expected equipment replacements, and

WHEREAS, the City of Antigo Park, Recreation and Cemetery Department has budgeted CIP funds for equipment purchases, and

WHEREAS, reallocating the following funds will allow for the purchase of 1, ½ 4x4 pick-up with lift gate, 1 utility vehicle, and 3 mowers

- Pickup – ½ ton with lift gate
 - Current budgeted amount: \$6,800.00

- Requesting \$17,651.00 from Truck with Dumpbox (1 ton) – w/plow
- Requesting \$8,000.00 from Compact Tractor with attachments
- New budgeted amount: \$32,451.00
- Utility Vehicle
 - Current budgeted amount: \$8,698
 - Requesting \$5,000.00 from Zero Turn Mower
 - New budgeted amount: \$13,698.00

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, that \$17,651.00 from Truck with Dumpbox and \$8,000.00 from Compact Tractor with attachments be moved to Pick-up – ½ ton4x4 with lift gate, and \$5,000.00 from Zero Turn mower be moved to Utility Vehicle.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Rick LeBrun, Ward 6
AYES:	Rebstock, Fischer, Kassis, Bauknecht, LeBrun, Bugni, Balcerzak, Henricks

ORDINANCES

Ordinance No. 1299B: Ordinance Amending Section 22-154 of the Municipal Code of the City of Antigo with Regards to Nicotine Products

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tom Bauknecht, Ward 4
SECONDER:	Scott Henricks, Ward 9
AYES:	Rebstock, Fischer, Kassis, Bauknecht, LeBrun, Bugni, Balcerzak, Henricks

Ordinance No. 1300B: Ordinance Amending Section 42-131 of the Municipal Code of the City of Antigo with Regards to Cross Connection Control

Upon inquiry by Alderperson LeBrun, Roger Musolff, Building Inspector/Zoning Administrator, explained the Department of Natural Resources requires this every two years for commercial property and every ten years for residential property.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Rebstock, Fischer, Kassis, Bauknecht, LeBrun, Bugni, Balcerzak, Henricks

Ordinance No. 1301B: Ordinance Amending Section 42-132 of the Municipal Code of the City of Antigo with Regards to Private Well Abandonment and Well Operation Permits

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Rebstock, Fischer, Kassis, Bauknecht, LeBrun, Bugni, Balcerzak, Henricks

LICENSES

Secondhand Article Dealer and Secondhand Jewelry Dealer License Application at 717 - 719 Fifth Avenue for Bevy LLC, Pamela Castaneda and Rebecca Stimac, Partners

Alderperson Bugni moved, Alderperson Henricks seconded, to approve the Secondhand Article Dealer and Secondhand Jewelry Dealer License for Bevy LLC. Carried.

RESULT:	CARRIED - VOICE VOTE
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MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Rick LeBrun, Ward 6
AYES:	Rebstock, Fischer, Kassis, Bauknecht, LeBrun, Bugni, Balcerzak, Henricks

1. Direct Deposits for December 1, 15, and 29, 2017 Payrolls
2. Huntington Bank Account Payable Check Nos. 66982-67188

3. Self-Funding Health Insurance Check No. 1955

COMMITTEE REFERRALS

There were no committee referrals.

CLOSED SESSION

1. Pursuant to Section 19.85(1)(e), Wisconsin Statutes, and upon proper motion, the Council will convene into closed session to discuss the safety building lease. Upon completion of discussion in closed session, the Council will reconvene into open session to act on matters discussed, if necessary, and to proceed with the regular order of business.

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

Council convened into closed session at 6:15 pm.

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

There was no business to be considered in open session from the closed session.

ADJOURNMENT

1. **Motion to:** Adjourn at 6:35 PM

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Rick LeBrun, Ward 6
AYES:	Rebstock, Fischer, Kassis, Bauknecht, LeBrun, Bugni, Balcerzak, Henricks

Approved:

Bill Brandt, Mayor

Attest:

Clerk - Treasurer