

**CITY OF ANTIGO  
COMMON COUNCIL  
JANUARY 10, 2024**

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 Terence V. Brand presiding.

**ROLL CALL**

| Attendee Name       | Title  | Status  | Arrived |
|---------------------|--------|---------|---------|
| Barb Rebstock       | Ward 1 | Present |         |
| Sandra Fischer      | Ward 2 | Excused |         |
| Tim Kassis          | Ward 3 | Present |         |
| Tom Bauknecht       | Ward 4 | Present |         |
| Mark Edwards        | Ward 5 | Present |         |
| Joel Wagner         | Ward 6 | Present |         |
| Glenn Bugni         | Ward 7 | Excused |         |
| Reinhardt Balcerzak | Ward 8 | Present |         |
| Scott Henricks      | Ward 9 | Present |         |
| Terence V. Brand    | Mayor  | Present |         |

Aldersperson Wagner moved, Aldersperson Kassis seconded, to excuse Alderspersons Fischer and Bugni. Carried.

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

Others in attendance were: Michael Winter, City Attorney; Jeanne Jensen, Deputy Clerk-Treasurer; Danny Spatchek, Antigo Daily Journal; Zoey Smith; and Paige Smith.

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENT MEDITATION**

**APPROVAL OF MINUTES**

1. Minutes from the December 13, 2023 Meeting

Aldersperson Rebstock moved, Aldersperson Kassis seconded, to approve the December 13, 2023 Common Council Meeting Minutes.

|                |                             |
|----------------|-----------------------------|
| <b>RESULT:</b> | <b>CARRIED - VOICE VOTE</b> |
|----------------|-----------------------------|

**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.

**COMMITTEE REPORTS**

Aldersperson Bauknecht reported the Public Works Committee approved purchasing a used patch box and waiving the bidding requirements at a special meeting held just prior to this meeting.

Mayor Brand commented the Weather Siren Committee has not met as they are waiting on grant information. The Finance, Personnel, and Legislative Committee met with most of the items being on the agenda. The Committee approved the mail server going to the cloud as recommended by the Information and Technology Director. Snow removal on Fifth Avenue, insurance requirements/options for events, Resource Officer Agreement with the School District, Goals for Department Managers and Council, Phone-in progress for absent Alderspersons, the 2025 budget, and 2018 Comprehensive Plan review were also discussed.

### CONSENT AGENDA

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | Tom Bauknecht, Ward 4                                             |
| <b>SECONDER:</b> | Barb Rebstock, Ward 1                                             |
| <b>AYES:</b>     | Rebstock, Kassis, Bauknecht, Edwards, Wagner, Balcerzak, Henricks |
| <b>EXCUSED:</b>  | Sandra Fischer, Glenn Bugni                                       |

### CONSENT AGENDA RESOLUTIONS

**Resolution No. 1-24:** Enter into a Five Year Contract with Flock Safety for Six License Plate Reading Cameras with Funding Coming from the Operating Budget

WHEREAS, the Antigo Police Department currently has six Flock Safety license plate reading cameras deployed on main thoroughfares into Antigo on a two-year contract at a cost of \$2,500 per camera through 2024; and,

WHEREAS, Flock Safety has now offered a five-year contract for current customers to lock in the current price of \$2,500 per camera for the next five years with Flock Safety indicating pricing is increasing to \$3,000 if the five-year contract is not signed; and,

WHEREAS, with the five-year contract, Antigo Police Department would save \$500 per camera or \$3,000 per year on the six license plate reading cameras beyond 2024; and,

WHEREAS, Flock Safety is requiring the contract be accepted by January 31, 2024; and,

WHEREAS, funding for the cameras would be through the operating budget and is included in the 2024 budget as a line item; and,

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo to enter into a five-year contract with Flock Safety to maintain the current pricing of \$2,500 per camera for the license plate reading cameras.

**Resolution No. 2-24:** Recruit Academy

WHEREAS, the Antigo Police Department currently has one police officer vacancy due to a member leaving to go to another department; and,

WHEREAS, under current hiring conditions and receiving limited applicants it is becoming increasingly difficult to find qualified candidates for police officer positions and many departments are now sponsoring new hires through recruit academy; and,

WHEREAS, under previous practice it has been required that any individual hired must have completed the required college credits and also the basic recruitment academy; and,

WHEREAS, based upon recent practice, I am recommending to allow for the hiring of an individual officer in need of sponsorship by the City through the police recruit academy; and,

WHEREAS, candidate Wyatt Schielke, having nearly attained the required college credits, has not yet completed the police recruit academy training; and,

WHEREAS, candidate Wyatt Schielke would be hired and be sponsored through the 720 hour police recruit academy at North Central Technical College (NCTC) and then placed in the 12-week field training program; and,

WHEREAS, candidate Wyatt Schielke would have one year to complete the recruit academy process and five years to complete the college credit requirement from the date of hire to meet the training and standards requirements of the State to be a certified police officer in Wisconsin; including allowing for Wyatt Schielke to be evaluated through the 12-week field training process; and,

WHEREAS, the State Training and Standards Bureau would cover the cost of the police recruit academy upon successful completion and the City of Antigo would be responsible for the wages and benefits during the academy phase; however, the employee would also be required to sign the new hire agreement establishing a pay-back criteria for a portion of the hiring and training costs (100%, 75%, or 50%) if leaving employment within three years, including reimbursement of recruit academy if the candidate does not successfully complete recruit academy.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the Police Department to hire candidate Wyatt Schielke based upon his nearly completed college credits without having yet completed the NCTC police academy.

BE IT FURTHER RESOLVED, that the City will sponsor candidate Wyatt Schielke through the 720 hour police recruit academy, with the State paying the academy costs and the Police Department paying the wages and benefits during the time the employee is attending the NCTC police recruit academy, with funds derived from the Police Department operating budget with the stipulation the employee would be required to sign the new hire agreement establishing pay-back criteria if leaving employment within three years.

**Resolution No. 3-24:** Reimburse Jeff Marciniak \$1,766.22 for Field Preparation Costs for a Rented Field that was not Available to Plant

WHEREAS, the City of Antigo has an agricultural land rental agreement with Jeff Marciniak for a parcel of land on the corner of Hogan Street and State Highway 64 that states the City will reimburse for crops if the land can no longer be rented; and,

WHEREAS, the parcel is being sold for the solar farm so Mr. Marciniak was not able to plant on that field in 2023 but he had done work in the Fall of 2022 to prepare the land so he is requesting reimbursement; and,

WHEREAS, Mr. Marciniak is requesting a total of \$1,766.22 as reimbursement for the expenditures incurred prepping the field for planting including hiring Insight FS to spray and disking the field.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to reimburse \$1,766.22 to Jeff Marciniak for the expenses incurred on a field that was not planted.

BE IT FURTHER RESOLVED, the reimbursement will be a credit to his unpaid land rental fees owed to the City.

Resolution No. 3-24 was approved by Council on January 10, 2024 but was referred to the February 14, 2024 Council meeting by Mayor Brand for correction as the second Whereas should read "the parcel is being leased" instead of sold.

**Resolution No. 4-24:** Write Off Accounts Receivable Balances for Johnnie Petronella Jr \$485.98, Jacob Walton \$2,837.61, and Jonathan Zaverousky \$795.93 and Pursue Further Collection

WHEREAS, there are three people who damaged City property in accidents that have accounts receivable balances that have not been paid; and,

WHEREAS, the City Attorney and Clerk-Treasurer/Finance Director have tried unsuccessfully to collect these balances for the following:

- Johnnie Petronella Jr, \$485.98, for damage from an accident on Fifth Avenue and Langlade Road on October 2, 2021.
- Jacob Walton, \$2,837.61, for damage from an accident on Fourth Avenue and Superior Street on June 25, 2022.
- Jonathan Zaverousky, \$795.93, for damage from an accident on Hwy 45 and Tenth Avenue on December 31, 2021 (paid \$50).

WHEREAS, there are further charges to file judgements resulting in additional cost to the City so these balances would be written off but collection would be pursued if the opportunity arises.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve writing off the following balances but continue to pursue collection if possible:

|                       |            |
|-----------------------|------------|
| Johnnie Petronella Jr | \$ 485.98  |
| Jacob Walton          | \$2,837.61 |

Jonathan Zaverousky

\$ 795.93

**Resolution No. 5-24:** Letter of Support for the Langlade County Pickleball Club Non-State Grant Application

WHEREAS, Langlade Pickleball Club is working with Langlade County Economic Development Corporation to apply for a onetime non-state grant that would allow for construction of an indoor Pickleball facility with the potential to serve multiple user groups in the community through collaboration and possible future expansion of the main footprint (as needs are identified, and funding is available); and,

WHEREAS, the grant has three requirements to be considered, which Langlade County Pickleball is confident they can achieve:

- Proof of Not-For-Profit Status
- Proof of grantee match of at least 50 percent of the total project cost
- Proof of project plans and specifications by an Architecture/Engineering Firm of record; and,

WHEREAS, once an application is submitted, it will proceed to an initial pass/fail review stage based on the above criteria; and,

WHEREAS, Langlade County Pickleball is soliciting letters of support for the grant; and,

WHEREAS, even if not selected, Langlade County Pickleball Club, and the greater community, will have a plan that they can use to apply for future grant opportunities as they become available; and,

WHEREAS, support of continued partnerships between the city, county, organizations, schools and businesses benefits us all, and this project will benefit our current community members as well as visitors to the area while promoting healthy and low-cost recreational activities and opportunities.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve a letter of support for the Langlade County Pickleball Club Non-State Grant Application for pickleball court development.

**CONSENT AGENDA COMMUNICATIONS****Department Manager Reports**

Mayor Brand thanked Beth for code notices that were sent out, Sarah for Park and Recreation presentation, and Kaye for tax season work. He asked Daniel Duley, Police Chief, to thank Officer Barske for the major drug arrest. Alderperson Balcerzak thanked the street department crew for their hard work with the water main break on Christmas day.

**NEW BUSINESS****RESOLUTIONS****Resolution No. 6-24:** Approve 2023 Carry Forwards to the 2024 Budget

WHEREAS, every year funds are budgeted that need carried 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 2023 or will not be paid for until 2024; and,

WHEREAS, the list was approved by the Finance, Personnel, and Legislative Committee with the authority to add any carried 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 2023 to 2024 per the attached list with the total General Fund of \$490,188 and the Capital Equipment/Improvement Fund of \$3,090,609.

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | Tom Bauknecht, Ward 4                                             |
| <b>SECONDER:</b> | Joel Wagner, Ward 6                                               |
| <b>AYES:</b>     | Rebstock, Kassis, Bauknecht, Edwards, Wagner, Balcerzak, Henricks |
| <b>EXCUSED:</b>  | Sandra Fischer, Glenn Bugni                                       |

**Resolution No. 7-24:** List of 2023 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 & Legislative Committee (FPL); and,

WHEREAS, as the budget transfers and adjustments were approved by the FPL Committee with the ability for the Clerk-Treasurer/Finance Director to make changes until the 2023 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 2023 per the attached list.

BE IT FURTHER RESOLVED, the final list of budget transfers will be presented at the February 13, 2024 meeting after all the 2023 invoices are processed.

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|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | Tom Bauknecht, Ward 4                                             |
| <b>SECONDER:</b> | Joel Wagner, Ward 6                                               |
| <b>AYES:</b>     | Rebstock, Kassis, Bauknecht, Edwards, Wagner, Balcerzak, Henricks |
| <b>EXCUSED:</b>  | Sandra Fischer, Glenn Bugni                                       |

**Resolution No. 8-24:** Transportation Alternatives Program (TAP) Resolution for Trail Expansion

WHEREAS, the City has received a 2020-2024 Transportation Alternatives Program (TAP) Grant to extend the existing trail system from the intersection of North Avenue/Charlotte Street to the north along Charlotte Street and Prosser Place and from the Remington Detention Pond north along Hogan and Center Streets to near the City's Dog Park; and,

WHEREAS, the project will use City owned lands along the Hogan Street Right of Way from Pierce Avenue to State Highway 64.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the use of City owned land for a width of 40-feet adjacent to the westerly Hogan street right of way from Pierce Avenue to State Highway 64 for a City owned multi-use trail.

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|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | Reinhardt Balcerzak, Ward 8                                       |
| <b>SECONDER:</b> | Barb Rebstock, Ward 1                                             |
| <b>AYES:</b>     | Rebstock, Kassis, Bauknecht, Edwards, Wagner, Balcerzak, Henricks |
| <b>EXCUSED:</b>  | Sandra Fischer, Glenn Bugni                                       |

**Resolution No. 9-24:** Waiving Bidding Requirements and Approve the Purchase of a Used Patch Box from Stepp Manufacturing for \$25,000

WHEREAS, the Street Department is considering the purchase of a used patch box from Stepp Manufacturing; and,

WHEREAS, a new patch box would cost approximately \$155,000; and,

WHEREAS, typically this purchase would be bid; however, under the exceptions to bidding requirements there is a provision that in the event a department wishes to

purchase used, one of a kind, or special purpose equipment or product, the bidding requirements can be waived by the presiding committee; and,

WHEREAS, the Street Commissioner is requesting to purchase the used patch box utilizing budgeted funds and waive the bidding requirements under the provision of purchasing used equipment.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve waiving the bidding requirements under the provision of purchasing used equipment and allowing the purchase of a used patch box at a cost of \$25,000 with funds to be derived from Street Capitol Equipment/Improvement Funds (CIP).

Mayor Brand thanked Kirk Packard, Street Commissioner, and his department for finding this deal.

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | Scott Henricks, Ward 9                                            |
| <b>SECONDER:</b> | Joel Wagner, Ward 6                                               |
| <b>AYES:</b>     | Rebstock, Kassis, Bauknecht, Edwards, Wagner, Balcerzak, Henricks |
| <b>EXCUSED:</b>  | Sandra Fischer, Glenn Bugni                                       |

#### CLOSED SESSION

1. Closed Session: Pursuant to Section 19.85(1)(g), Wisconsin Statutes, and Upon Proper Motion, the Council will Convene into Closed Session for the Purpose of Confering with Legal Counsel with Respect to a Claim Filed Against the City of Antigo. Upon Completion of the Discussion in Closed Session, the Council will Reconvene into Open Session, and Proceed with the Regular Order of Business.

Aldersperson Bauknecht moved, Aldersperson Rebstock seconded, that the Common Council convene into closed session at 6:12 p.m., in accordance with Section 19.85 (1)(g), Wisconsin Statutes, to confer with Legal Counsel with respect to a claim filed against the City of Antigo.

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|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | Tom Bauknecht, Ward 4                                             |
| <b>SECONDER:</b> | Barb Rebstock, Ward 1                                             |
| <b>AYES:</b>     | Rebstock, Kassis, Bauknecht, Edwards, Wagner, Balcerzak, Henricks |
| <b>EXCUSED:</b>  | Sandra Fischer, Glenn Bugni                                       |

Upon completion of discussion in closed session, a motion was made and carried to reconvene into open session at 6:43 p.m. to act on matters discussed and to proceed with the regular order of business.

2. Any Action on the Claim Notice Discussed in Closed Session

Michael Winter, City Attorney, noted a limited time frame for disallowance of claim which was signed by Kaye Matucheski, Clerk-Treasurer/Finance Director, and served to the plaintiff's attorney to cut down the amount of time for them to bring action. He noted there is still plenty of time to allow for negotiations.

Aldersperson Kassis moved, Aldersperson Henricks seconded, to ratify the disallowance of the claim.

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|----------------|-----------------------------|
| <b>RESULT:</b> | <b>CARRIED - VOICE VOTE</b> |
|----------------|-----------------------------|

#### MISCELLANEOUS BUSINESS

#### PAYMENT OF BILLS

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | Barb Rebstock, Ward 1                                             |
| <b>SECONDER:</b> | Joel Wagner, Ward 6                                               |
| <b>AYES:</b>     | Rebstock, Kassis, Bauknecht, Edwards, Wagner, Balcerzak, Henricks |
| <b>EXCUSED:</b>  | Sandra Fischer, Glenn Bugni                                       |

1. Direct Deposits for December 8 and 22, 2023 and January 5, 2024 Payrolls
2. BMO Bank Accounts Payable Check Nos. 80780 - 80791, 80897 - 81074
3. Self-Funding Health Insurance Check Nos. 2130 - 2131

4. Block Grant Revolving Loan Check Nos. 3751 - 3753

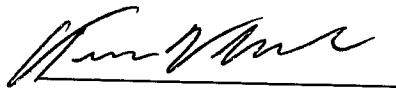
**COMMITTEE REFERRALS**

There were no committee referrals.

**ADJOURNMENT**

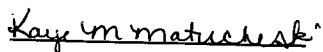
Aldersperson Kassis moved, Aldersperson Rebstock seconded, to adjourn at 6:47 p.m. Carried.

Approved:



Terence V. Brand, Mayor

Attest:



Clerk - Treasurer