CITY OF ANTIGO

COMMON COUNCIL

FEBRUARY 08, 2023

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	Excused	
Tom Bauknecht	Ward 4	Present	
Carol Feller Gottard	Ward 5	Present	
Joel Wagner	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; Daniel Duley, Police Chief; Kirk Packard, Street Commissioner; James Pike, Communication and Technology Supervisor; Anthony Jansen, Information and Technology Director; Jon Petroskey, 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; Larry Gaston; Terry Brand; John Medo; Tammy Medo; Mary Kendall; Dick Kendall; Mark Edwards; and Dale Mikelson.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Minutes from January 11, 2023 Meeting

Alderperson Bugni moved, Alderperson Rebstock seconded, to approve the January 11, 2023, Council Minutes.

RESULT:	CARRIED - VOICE VOTE

PUBLIC HEARING

1. A Public Hearing Will Be Held Regarding the Preliminary Resolution Authorizing Sidewalk and Driveway Approach Special Assessments and the Report of the Engineering Department Pertaining to the Reconstruction and/or Installation of City Sidewalks and Driveway Approaches

Pursuant to notice, a public hearing was held regarding the preliminary resolution authorizing sidewalk and driveway approach special assessments and the report of the Engineering Department pertaining to the reconstruction and/or installation of City sidewalks and driveway approaches.

Dale Mikelson, 712 Eighth Avenue, commented on walking his dog around town and noticed issues with the mortar mix from County Materials. It is not just concrete and in his opinion is garbage. Charley Brinkmeier, Land Surveyor/Project Manager, explained the City cannot control where County Materials gets the concrete but there are specifications (specs) for the mix that are to be followed. He did agree it has been problematic and noted issues with spalling on Sixth Avenue. Mayor Brandt asked if the City should be looking at the specs. Mark Desotell, Director of Administrative Services, commented on additional inspection for mix and add tighter specs for the program.

Mayor Brandt referred to the Public Works Committee review of the specs for the sidewalk program and address issues.

Larry Gaston, 709 Eighth Avenue, noted last year he had three concrete slabs done and they are turning white. He questioned how the City knows specs are being met. Mr. Brinkmeier stated he will meet with Larry to review requirements for replacement.

Upon inquiry by Alderperson Balcerzak, Mr. Brinkmeier stated County Materials tests the concrete every ten loads. Mr. Desotell mentioned possible random testing.

There being no other individuals wishing to address this matter and after complying with statutory procedures, Alderperson Bugni moved, Alderperson Wagner seconded, to close the public hearing at 6:15 p.m.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Joel Wagner, Ward 6
AYES:	Rebstock, Fischer, Bauknecht, Feller Gottard, Wagner, Bugni, Balcerzak, Henricks
EXCUSED:	Tim Kassis

CITIZEN COMMENT

1. Subjects on the Current Agenda
2. Subjects Not on the Current Agenda

   Mayor Brandt introduced Chaplain Dick Kendall who was in attendance and thanked him for his service to the community and specifically the Police Department.

   Pastor Kendall noted if anyone needs something he is available to talk to.

UPDATE ON CITIZEN'S REFERRALS FROM PREVIOUS COUNCIL AGENDA

None.

CONSENT AGENDA

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Tom Bauknecht, Ward 4
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Rebstock, Fischer, Bauknecht, Feller Gottard, Wagner, Bugni, Balcerzak, Henricks
EXCUSED:	Tim Kassis

CONSENT AGENDA RESOLUTIONS

Resolution No. 12-23: Purchase of a 2023 GMC Sierra 1/2 Ton 4x4 Pickup from Quinlan's Equipment for $42,119.50 and Authorize the Use of $2,119.50 from the Water Department Cash Flow

WHEREAS, bids were solicited for a new ½ ton 4x4 pickup truck for the Water Department; and

WHEREAS, $40,000 was budgeted for this purchase; and

WHEREAS, Quinlan's Equipment Inc. was the only bid received for a 2023 GMC Sierra 1500 regular cab pickup for $42,119.50; and,

WHEREAS, an additional $2,119.50 is needed from the Water cash flow.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to purchase the 2023 GMC Sierra 1500 regular cab pickup for $42,119.50 from Quinlan's Equipment Inc. with $40,000 derived from budgeted funds and $2,119.50 from the Water Enterprise Fund cash flow.

Resolution No. 13-23: Purchase a Replacement K9 from Northern Michigan K9 in the amount of $11,000.

WHEREAS, K9 Natscho has been with the Antigo Police Department for eight years and is ten years old and he will not be recertified in October resulting in his retirement from service in October 2023.

WHEREAS, the newly selected K9 Officer, David Treleven, has researched Police K9 kennels and has chosen Northern Michigan K9 to provide our next K9 at a cost of $11,000.00.

WHEREAS, the purchase price includes a four-week training class (beginning May 1, 2023) and equipment plus one-year workability and three-year health (hips, elbows, spine, and eyes) guarantees.

WHEREAS, funding for the new K9 will be provided from donations and grants received.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to purchase a replacement K9 from Northern Michigan K9 for $11,000 with the funds to be derived from the Police Department K9 account.

Resolution No. 14-23: Approve Quote from Belco Vehicle Solutions LLC of $10,577.12 for Emergency Equipment for a New Pickup and Waive the Bidding Requirements

WHEREAS, the Fire Department received a grant from Department of Health Services (DHS) for a new pickup truck and the truck will need emergency equipment including graphics, push bar, LED lighting, siren and installation; and,

WHEREAS, the Fire Department's emergency equipment from the old truck is not transferable because of the age of the equipment and it will not fit the updated truck; and,

WHEREAS, the Fire Department received a quote for $10,577.12 from Belco Vehicle Solutions LLC who currently does the installs for the Antigo Police Department and the Langlade County Sheriff's Department; and,

WHEREAS, the Fire Department is requesting to waive the bidding requirements and approve the quote from Belco Vehicle Solutions for the emergency equipment and installation using Capital Equipment/Improvement Plan Funds.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to waive bidding requirements and approve the quote from Belco Vehicle Solutions LLC for $10,577.12..

BE IT FURTHER RESOLVED, the funds will be derived as follows: $5,288.56 from EMS Equipment CIP and $5,288.56 from Rescue Equipment CIP.

Resolution No. 15-23: Declaring Intent to Exercise Police Powers in Accordance with State Statutes for Sidewalk and Driveway Approach Improvements and Installation

WHEREAS, the Common Council held a public hearing in the Council Chambers, City Hall, on February 8, 2023, 6:00 p.m. for the purpose of hearing all interested persons concerning the preliminary resolution and report of the Engineering Department on the proposed improvements and installation of sidewalks and/or driveway approaches at:

304 Superior St, 712 8th Ave, 714 8th Ave, 833 8th Ave, 813 8th Ave, 735 8th Ave, 303 Clermont St, 723 8th Ave, 715 8th Ave, 709 8th Ave, 620 Edison St, 314 2nd Ave, 815 7th Ave, 819 3rd Ave, 503 Hudson St, and Various City Owned Right of Ways.

NOW, THEREFORE, BE IT RESOLVED, By the Common Council, City of Antigo, as follows:

1. That the report of the Engineering Department pertaining to the construction of the above described public improvements, including plans and specifications thereof, is adopted and approved.
2. That the Council shall cause improvements to be made by city employees or it may advertise and let any part or all of the same out on bids in accordance with the report of the Engineering Department.
3. That payment for the improvements be made by assessing the cost to the property benefited as indicated in the report, such assessments being an exercise of police power.
4. That assessments shown on the report, representing an exercise of police power, have been determined on a reasonable basis and are hereby confirmed.
5. That the assessments may be paid in cash or in five annual installments to the City Clerk-Treasurer, deferred payments to bear interest at the rate of 8% per annum of the unpaid balance.
6. That the City Clerk-Treasurer shall publish this resolution as a Class 1 notice in the Antigo Daily Journal, the official newspaper of the City of Antigo, and mail a copy of the resolution to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Resolution No. 16-23: Purchase of Home & Property Located at 527 Edison Street for the Purpose of Demolition and Continued Economic Development within the Downtown Corridor

WHEREAS, it is in the City's best interest to purchase the house and property located at 527 Edison Street from James Fischer for the purpose of demolition and continued economic development within the downtown corridor; and,

WHEREAS, the Finance, Personnel & Legislative Committee met in closed session at their regular meeting held on January 8, 2023 and entered back into open session to approve the purchase of 527 Edison Street for the amount of $13,000.00 with funding to be derived from the Demolition of Buildings fund balance allocated within the 2023 budget.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo to approve the purchase of 527 Edison Street in the amount of $13,000.00 with funding being derived from the Demolition of Buildings (100-520-52510-52280) 2023 fund balance as allocated within the City Budget.

BE IT FURTHER RESOLVED, the 2023 property taxes along with the costs to prepare and record the property transfer will be the responsibility of the City with funds derived from the Demolition of Buildings account.

Resolution No. 17-23: Amendment #1 to the Three-Party Design Agreement between Wisconsin Department of Transportation, City of Antigo and Ayres Associates for the Design of the Fourth Avenue Bridge over Springbrook Creek

WHEREAS, the City of Antigo is the recipient of a Wisconsin Department of Transportation (WisDOT) Local Bridge Program grant (I.D. # 9835-00-01/71) covering 80% of the eligible project costs associated with the removal and replacement including the allowable approach pavement work for the Fourth Avenue Bridge over Springbrook Creek; and,

WHEREAS, the 80% Local Bridge funds ($624,416) will be supplemented with a 20% local match ($296,404) for an estimated total project cost of $920,820 which includes design, construction engineering, non-participating construction costs, and State review; and,

WHEREAS, Amendment #1 to the original three party design agreement authorizes an additional $24,696.42 in design engineering costs to be eligible for 80% grant reimbursement for the following items;

- $11,356.42 for completing a Right-of-Way plat for temporary easements
- $700.00 for title searches
- $9,904.00 for lab fees associated with hazardous material testing
- $2,736.00 for on-site hazardous material testing

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to enter into Design Amendment #1 to the original Three-Party Agreement with WisDOT and Ayres Associates for the above described categories totaling $24,696.42 with 80% of the costs being funded through WisDOT's Local Bridge Program for the Fourth Avenue Bridge over Springbrook Creek.

BE IT FURTHER RESOLVED, that the City's local matching funds be derived from the enterprise fund accounts for municipal utilities and from the Street CIP annual budget as identified.

Resolution No. 18-23: Professional Services Agreement with Ayres Associates for Consultant Design/Bidding/Construction Related Engineering Services along Edison Street from Sixth to Tenth Avenues

WHEREAS, the Wisconsin Department of Administration Community Development Block Grant Program under the Public Facilities category (CDBG-PF) offers infrastructure funding with applications typically being due in May of each year (2023 submittal deadline yet to be determined); and,

WHEREAS, the program will provide up to $1,000,000 in grant funds for communities meeting Low to Moderate Income (LMI) thresholds for eligible projects including improvements, repairs, expansion of streets, drainage systems, water and sewer systems and sidewalks; and, WHEREAS, the City of Antigo has prioritized an Edison Street corridor project from Sixth to Tenth Avenues for complete reconstruction including the replacement of underground municipal utilities, curb/gutter replacement, sidewalk rehabilitation, and pavement reconstruction; and,

WHEREAS, staff solicited the assistance of Ayres Associates for the submittal of CDBG-PF grant application services for meeting the 2023 submittal deadline; and,

WHEREAS, the CDBG-PF grant provides additional application points for those submittals capable of demonstrating 30% plan completion by the submittal deadline; and,

WHEREAS, Ayres Associates submitted a Professional Services Agreement amounting to $240,593.50 for consultant engineering services related to the design, bidding, construction administration and inspection of Edison Street (Sixth to Tenth Avenues) including the development of a 30% plan set for submission of a CDBG-PF application by the 2023 deadline; and,

WHEREAS, staff recommends, that according to the City's Purchasing Policy (Section #4), that the requirement for bids be waived and an agreement for the stated consultant engineering services in the amount of $240,593.50 with Ayres Associates be approved with the understanding that the initial design services be advanced to a point allowing for the submittal of a 30% completed set of design plans in conjunction with the CDBG-Public Facilities grant application.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to waive bidding requirements and approve a Professional Services Agreement, in an amount not-to-exceed $240,593.50, authorizing Ayres Associates to advance a 30% design plan set for Edison Street (Sixth to Tenth Avenues) for the CDBG-PF grant application with the funds being derived from multiple sources including municipal utility enterprise funds, Engineering Capital Improvement/Equipment Plan (CIP) and undesignated American Rescue Plan Act (ARPA) funds as determined through the Director of Administrative Services and the Clerk Treasurer/Finance Director.

CONSENT AGENDA COMMUNICATIONS

Department Manager Reports

NEW BUSINESS

RESOLUTIONS

Resolution No. 19-23: Final 2022 Budget Transfers and Amendments

WHEREAS, the 2022 budget transfers and amendments that were known were approved with Resolution #124-22 on December 14, 2022; and,

WHEREAS, departments are allowed to submit 2022 invoices until the February, 2023 Council meeting which requires a final review for any additional adjustments that are needed based on actual experience; and,

WHEREAS, the Finance, Personnel & Legislative Committee approved taking the needed adjustments directly to the February Council meeting as these need to be completed before the auditors request the final 2022 numbers in late February.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the attached additional 2022 budget transfers and amendments in the amount of $17,650 for transfers and $56,360 for amendments.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Barb Rebstock, Ward 1
AYES:	Rebstock, Fischer, Bauknecht, Feller Gottard, Wagner, Bugni, Balcerzak, Henricks
EXCUSED:	Tim Kassis

Resolution No. 20-23: Review Bids with Recommendation of Award by Ruekert & Mielke for Water Tower Replacement, SCADA System & Clear Well Repairs at the Water Treatment Plant (Subject to Prior Approval by the Public Works Committee at a Meeting Held Prior to Council)

WHEREAS, the City of Antigo prioritized the replacement of the existing 150,000 gallon multi-legged water tower with a 200,000 gallon spherical tower design along with Scientific Data and Control Analysis (SCADA) upgrades and rehabilitation of the sites 500,000 gallon clear-well; and,

WHEREAS, the City received funding through the Wisconsin Department of Natural Resource's Safe Drinking Water Loan Program including $1.5 million in the form of principal forgiveness towards the project located at the City's Water Treatment Plant; and,

WHEREAS, bids were opened by the City's engineering consultant for the project (Ruekert & Mielke) on Monday, February 6, 2023 and have been evaluated with a recommended Letter of Award submitted through the Committee/Council process; and,

WHEREAS, the Public Works Committee considered the bid tabulations at a Special Public Works meeting on Wednesday, February 8, 2023 immediately preceding the Common Council meeting and recommend the award of the bid in the amount of $ 2,913,100 to the low responsible bidder Maguire Iron, Inc. of Sioux Falls, South Dakota.

NOW THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to award the bid for the construction of a new 200,000 gallon water tower, removal of the existing 150,000 gallon multi-legged tower, placement of SCADA upgrades and the rehabilitation of the 500,000 gallon clear-well tank in the amount of $ 2,913,000 to the low responsible bidder Maguire Iron, Inc. of Sioux Falls, South Dakota.

BE IT FURTHER RESOLVED, that the project funds be derived from the WDNR's Safe Drinking Water Loan Program (including $1.5 million in principal forgiveness), the Water Utility Enterprise Fund, plant replacement Capital Equipment/Improvement Plan (CIP) funds and engineering CIP account as appropriate.

BE IT FURTHER RESOLVED, the Mayor, Director of Administrative Services, and the Clerk-Treasurer/Finance Director be allowed to complete the necessary paperwork and budget adjustments/transfers necessary to advance this project accordingly.

Mayor Brandt noted the Public Works Committee approved Maguire Iron, Inc. in the amount of $2,913,100 and distributed an updated resolution with completed information.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Scott Henricks, Ward 9
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Rebstock, Fischer, Bauknecht, Feller Gottard, Wagner, Bugni, Balcerzak, Henricks
EXCUSED:	Tim Kassis

LICENSES

Appointment of New Agent (Michelle M. Waldvogel) for Kwik Trip 451 Convenience Store Located at 455 State Highway 64 as Requested by Kwik Trip, Inc.

Alderperson Balcerzak moved, Alderperson Bugni seconded, to approve the appointment of Michelle M. Waldvogel as the new agent for Kwik Trip 451 located at 455 State Highway 64.

RESULT:	**CARRIED - VOICE VOTE**

MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Barb Rebstock, Ward 1
SECONDER:	Carol Feller Gottard, Ward 5
AYES:	Rebstock, Fischer, Bauknecht, Feller Gottard, Wagner, Bugni, Balcerzak, Henricks
EXCUSED:	Tim Kassis

1. Direct Deposits for January 6 and 20, 2023 Payrolls
2. BMO Bank Accounts Payable Check Nos. 78807 - 79041
3. Self-Funding Health Insurance Check No. 2106

COMMITTEE REFERRALS

Mayor Brandt noted Jim Pike is at his last Council meeting as he is retiring. The City's new Information and Technology Director is in the room, Anthony (AJ) Jansen.

Mayor Brandt noted there was a high profile criminal case in the court and Chief Duley and the police department did a great job collecting evidence and taking statements. Mayor Brandt asked that Chief Duley thank his staff for all of us for an excellent job.

Alderperson Wagner noted concern with sidewalks not being cleared on Fifth Avenue going west at Lincoln Street at least two blocks. He said maybe one house had the sidewalk cleared. Sarah Repp, Parks, Recreation, and Cemetery Director, noted she will follow up with it and asked Alderperson Wagner to call those in to her office when he sees it.

Alderperson Rebstock noted on First Ave just past the apartments snow was pushed out to the road and blocked the sidewalk.

Ms. Repp noted property owners do have 48 hours after the snowfall ends to clear their sidewalks. Mr. Desotell noted the City will deal with hazards right away.

ADJOURNMENT

Alderperson Bugni moved, Alderperson Bauknecht seconded, to adjourn at 6:27 p.m. Carried.

Approved:

Bill Brandt

Bill Brandt, Mayor

Attest:

Kaye M Matuchesk

Clerk - Treasurer