

CITY OF ANTIGO  
COMMON COUNCIL  
FEBRUARY 14, 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 | Present |         |
| Rick LeBrun          | Ward 6 | Excused |         |
| 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, and Dominic Frandrup, Library Director.

Others in attendance were: Michael Winter, City Attorney; Jeanne Jensen, Deputy Clerk-Treasurer; Lisa Haefs, Antigo Daily Journal; and Kirk Packard.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the December 20, 2017 Committee of a Whole Meeting and January 10, 2018 Common Council Meeting

Aldersperson Bugni moved, Aldersperson Bauknecht seconded, to approve the December 20, 2017 Committee of the Whole and the January 10, 2018 Common Council Minutes.

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|---------|----------------------|
| RESULT: | CARRIED - VOICE VOTE |
|---------|----------------------|

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

Aldersperson Bauknecht moved, Aldersperson Bugni seconded, to approve the Consent Agenda. Aldersperson Balcerzak asked to pull Resolution No. 15-18 for discussion.

Aldersperson Henricks moved, Aldersperson Fischer seconded, to approve the Consent Agenda as amended.

|           |                                                                                  |
|-----------|----------------------------------------------------------------------------------|
| RESULT:   | CARRIED [UNANIMOUS]                                                              |
| MOVER:    | Scott Henricks, Ward 9                                                           |
| SECONDER: | Sandra Fischer, Ward 2                                                           |
| AYES:     | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Bugni, Balcerzak, Henricks |
| ABSENT:   | Rick LeBrun                                                                      |

CONSENT AGENDA RESOLUTIONS

**Resolution No. 13-18:** Approval of Operator's Licenses for Linda M. Lester, Emily Munro, Megan M. Romportl, and Kristen M. Borneman

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that an Operator's License be issued to Linda M. Lester, Emily Munro, Megan M. Romportl, and Kristen M. Borneman pursuant to payment of fees.

**Resolution No. 14-18:** Waive Bidding Requirements for Fire Department Kitchen Update

WHEREAS, the City of Antigo Fire Department has budgeted money in the 2018 Capital Improvement/Equipment Budget (CIP) to update the fire department kitchen and the project is expected to exceed the \$6,000 bid requirement as stated in the City of Antigo purchasing policy; and,

WHEREAS, compiling a bid specification, specific to all the upgrades, would be very difficult so the Fire Department is requesting to waive the bidding requirements; and,

WHEREAS, the Finance, Personnel & Legislative Committee approved waiving the bidding requirements but still required the Fire Department to seek at least three quotes and bring them back to the Finance, Personnel and Legislative Committee for approval.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to waive the bidding requirements and allow the Fire Department to acquire at least three quotes and bring the quotes back to Finance, Personnel and Legislative Committee for approval to purchase from the CIP fund.

15-18 has been moved to PULLED FROM CONSENT AGENDA

**Resolution No. 16-18:** Approval of Knowles Stewardship Grant Application and Authorize the Park, Recreation, & Cemetery Director to Act on Behalf of the City

WHEREAS, the City has previously applied for, and successfully been granted, Wisconsin Department of Natural Resources (DNR) Knowles-Stewardship Grant funding for projects within the City and there is another opportunity to apply for funding which would be a 50/50 match for trail expansion to the north from the West Rotary Bridge; and,

WHEREAS, applications are due May 1, 2018, and the Parks, Cemetery, and Recreation Commission has approved submission of the grant with the intent to provide the necessary matching funds to complete the project if awarded the grant.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo to authorize the Park, Recreation and Cemetery Director to act on its behalf to submit an application to the Wisconsin Department of Natural Resources for financial assistance under the Stewardship Program for Expansion of the Springbrook Trail to sign documents; and to take action necessary to undertake, direct, and complete an approved Stewardship project.

BE IT FURTHER RESOLVED, the City of Antigo recognizes and acknowledges the long-term ownership and management responsibilities of the Stewardship Program, will comply with all Stewardship laws and regulations, and will meet its obligations under the Grant and Management Contract for the project.

**Resolution No. 17-18:** Allow Clerk-Treasurer/Finance Director to Waive Permit Fees and Insurance Requirements for Events Previously Approved

WHEREAS, many events are held throughout the year that utilize city property, park space, facilities, and/or city serves 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.

**CONSENT AGENDA COMMUNICATIONS**

Re-appointment of David West to Hotel Motel Commission

Department Manager's Reports

**PULLED FROM CONSENT AGENDA**

**Resolution No. 15-18:** Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement

WHEREAS, the City of Antigo (the “Municipality”) wishes to undertake a project to replace private lead service lines at residences, pre-k – 12 schools and licensed day care centers, identified as DNR No. 4754-05 (the “Project”); and,

WHEREAS, the Municipality has applied to the Safe Drinking Water Loan Program (the “SDWLP”) for financial assistance in the form of a loan made by the SDWLP to the Municipality of which all the principal will be forgiven at the time that loan disbursements are made to the Municipality, pursuant to the DNR Financial Assistance Agreement; and,

WHEREAS, the SDWLP has determined that it can provide a loan with principal forgiveness in the amount up to \$300,000 that it has identified as being eligible for SDWLP funding;

NOW THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, the City Mayor and City Clerk are authorized to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and condition of the SDWLP award for the Project. The Principal Forgiven Financial Assistance Agreement is incorporated herein by this reference.

Aldersperson Balcerzak questioned if the \$300,000 can only go to the people that have old plumbing. To which Mark Desotell, Director of Administrative Services, explained locations within the street or road right of way are eligible for reimbursement if the City replaced what was needed within the street. He further noted the City knows which locations are eligible.

Upon inquiry by Mayor Brandt, Kirk Packard, Street Department Working Foreman, explained each house has a card on file with information noting if the property has lead service.

Mr. Desotell noted the City does have a list of lead services at the right of way and the one's that the City took care of will be eligible first. He explained this covers from the curbstop to the house not into the house.

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| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                                       |
| <b>MOVER:</b>    | Reinhardt Balcerzak, Scott Henricks                                              |
| <b>SECONDER:</b> | Sandra Fischer, Glenn Bugni                                                      |
| <b>AYES:</b>     | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Bugni, Balcerzak, Henricks |
| <b>ABSENT:</b>   | Rick LeBrun                                                                      |

**NEW BUSINESS**

**RESOLUTIONS**

**Resolution No. 18-18:** 2017 Budget Transfers and Adjustments

WHEREAS, the City budgets funds based on estimating the services that will be needed throughout the year within each department; and,

WHEREAS, adjustments need to be made based on where the services are actually performed

within each department; and,

WHEREAS, these budget transfer requests are existing funds that are being reallocated and the budget adjustments are to reflect grant dollars and program fees received.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the attached budget transfers and adjustments for 2017.

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| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                                       |
| <b>MOVER:</b>    | Tom Bauknecht, Ward 4                                                            |
| <b>SECONDER:</b> | Tim Kassis, Ward 3                                                               |
| <b>AYES:</b>     | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Bugni, Balcerzak, Henricks |
| <b>ABSENT:</b>   | Rick LeBrun                                                                      |

**Resolution No. 19-18:** Consideration of a Joint City/County Agreement providing for the Cost Sharing of a Records Management System (RMS) for Law Enforcement known as "One Solution" as purchased by Langlade County from Superion

WHEREAS, Langlade County (County) independently authorized the purchase of a Records Management System (RMS) software known as "One Solution" from Superion for the operational needs of their Sheriff's Office, 911 Dispatch Center, and Jail; and,

WHEREAS, Langlade County subsequently informed the City of Antigo (City) that they would also need to switch from the current software to the Superion "One Solution" product in order to receive dispatching services and continued system support; and,

WHEREAS, the City Police Department's Captain along with the City's Communication & Technology Supervisor and Director of Administrative Services were provided an initial overview of the product via a Superion webinar on February 1, 2018 explaining the capabilities of the "One Solution" software; and,

WHEREAS, the recommended RMS Purchase/Maintenance Agreement with the County for the Joint Utilization by the Sheriff & Police Departments was approved by the City's Finance, Personnel & Legislative Committee at its January 2018 meeting; and,

WHEREAS, the City's contribution will be limited to \$74,000 from the 2018 CIP undesignated fund balance and \$64,000 from the 2019 budget process for a total of \$138,000 over the two-year period with a software maintenance payment (starting in 2019) of \$3,300 per year subject to a maximum allowable increase of 3% equivalent to the same percentage charged to the County by Superion; and,

WHEREAS, it is the City's understanding that by entering into this RMS Agreement, the City will not be financially responsible to share in the costs of equipment purchasing, operations, maintenance, or upgrades that are identified as the County's responsibility under the Revised 2014 Agreement, including the requirement to maintain an Emergency 911 System as the Public Service Answering Point (PSAP) for Langlade County; and,

WHEREAS, staff's essential questions related to the unknown aspects of the chosen software product have been addressed by Superion and the County.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo to approve the Record Management System Purchase/Maintenance Agreement with Langlade County for the Joint Utilization by the Sheriff & Police Departments (as attached).

BE IT FURTHER RESOLVED, the funding for the 2018 payment of \$74,000 will be derived from the CIP undesignated fund balance with the Clerk-Treasurer/Finance Director authorized to complete the necessary budget amendment and the 2019 payment of \$64,000 will be included in the 2019 budget.

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| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                                       |
| <b>MOVER:</b>    | Reinhardt Balcerzak, Ward 8                                                      |
| <b>SECONDER:</b> | Tim Kassis, Ward 3                                                               |
| <b>AYES:</b>     | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Bugni, Balcerzak, Henricks |
| <b>ABSENT:</b>   | Rick LeBrun                                                                      |

**MISCELLANEOUS BUSINESS**

**PAYMENT OF BILLS**

|                  |                                                                                  |
|------------------|----------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                                       |
| <b>MOVER:</b>    | Glenn Bugni, Ward 7                                                              |
| <b>SECONDER:</b> | Tim Kassis, Ward 3                                                               |
| <b>AYES:</b>     | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Bugni, Balcerzak, Henricks |
| <b>ABSENT:</b>   | Rick LeBrun                                                                      |

- 1. Direct Deposits for January 12 and 26, 2018 Payrolls
- 2. Huntington Bank Account Payable Check Nos. 67190- 67445
- 3. Self-Funding Health Insurance Check Nos. 1958-1961
- 4. Block Grant Revolving Loan Fund Check Nos. 3525-3531

**COMMITTEE REFERRALS**

There were no committee referrals.

**ADJOURNMENT**

- 1. **Motion to:** Adjourn at 6:10 pm

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| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                                       |
| <b>MOVER:</b>    | Tim Kassis, Ward 3                                                               |
| <b>SECONDER:</b> | Glenn Bugni, Ward 7                                                              |
| <b>AYES:</b>     | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Bugni, Balcerzak, Henricks |
| <b>EXCUSED:</b>  | Rick LeBrun                                                                      |

Approved:

\_\_\_\_\_  
Bill Brandt, Mayor

Attest:

\_\_\_\_\_  
Clerk - Treasurer