

CITY OF ANTIGO
COMMON COUNCIL
MARCH 08, 2017

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
Jim Darling	Aldersperson, Ward 2	Present	
Tim Kassis	Aldersperson, Ward 3	Absent	
Tom Bauknecht	Aldersperson, Ward 4	Present	
Carol Feller Gottard	Aldersperson, Ward 5	Present	
Red Turney	Aldersperson, Ward 6	Present	
Glenn Bugni	Aldersperson, Ward 7	Present	
Reinhardt Balcerzak	Aldersperson, Ward 8	Present	
Dan Bauknecht	Aldersperson, Ward 9	Present	
Bill Brandt	Mayor	Present	

Mayor Brandt excused Aldersperson Kassis.

2. Additional Attendance

Department Managers in attendance were: Mark Desotell, Director of Administrative Services; Kaye Matucheski, Clerk-Treasurer; and Roger Musolff, Building Inspector/Zoning Administrator.

Others in attendance were: Jeanne Jensen, Deputy Clerk-Treasurer; Thomas Horswill, Infrastructure Alternatives; Jamie Anderson, MSA Professional Services; Craig Marx, Antigo Times; Jonathan DeMars, Mills Fleet Farm; Barb Rebstock; and Sandy Fischer.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

PUBLIC HEARINGS

1. A Public Hearing will be held regarding the preliminary resolution authorizing sidewalk special assessments and the report of the Survey Technician pertaining to the reconstruction of City Sidewalks.

Pursuant to notice, a public hearing was held to discuss the preliminary resolution authorizing sidewalk special assessments and the report of the Survey Technician pertaining to the reconstruction of City Sidewalks at which time all interested parties were given the opportunity to address Council.

There being no individuals wishing to address this matter and after complying with statutory procedures, Aldersperson Darling moved, Aldersperson T. Bauknecht seconded, to close the public hearing at 6:03 p.m. Carried.

2. A Public Hearing will be held regarding the preliminary resolution authorizing driveway approach special assessments and the report of the Survey Technician pertaining to driveway approaches during the new sidewalk construction.

Pursuant to notice, a public hearing was held to discuss the preliminary resolution authorizing driveway approach special assessments and the report of the Survey Technician pertaining to driveway approaches during the new sidewalk construction at which time all interested parties were given the opportunity to address Council.

There being no individuals wishing to address this matter and after complying with statutory procedures, Aldersperson Bugni moved, Aldersperson T. Bauknecht seconded, to close the public hearing at 6:04 p.m. Carried.

APPROVAL OF MINUTES

1. Approval of the Minutes from the February 8, 2017 Meeting

Aldersperson Bugni moved, Aldersperson Darling seconded, to approve the February 8, 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

Kaye Matucheski, Clerk-Treasurer, asked that Resolution 21-17 be pulled from the Consent Agenda for amendment.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jim Darling, Alderperson, Ward 2
SECONDER:	Dan Bauknecht, Alderperson, Ward 9
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Bugni, Balcerzak, Bauknecht
ABSENT:	Tim Kassis

CONSENT AGENDA RESOLUTIONS

Resolution No. 16-17: Approval of Operator's License for Jacqueline Russell, Amanda Firebaugh, and Elizabeth Christjohn

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that an Operator's License be issued to Jacqueline Russell, Amanda Firebaugh, and Elizabeth Christjohn pursuant to payment of fees.

Resolution No. 17-17: Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement (Lead Service Grant)

**Resolution Authorizing 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, identified as DNR No. 4754-04 (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 an amount up to \$320,000 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 by and on behalf of the Municipality to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the SDWLP award for the Project. The Principal Forgiveness Financial Assistance Agreement is incorporated herein by this reference.

Resolution No. 18-17: Water and Wastewater Property Tax Equivalent Payment for 2017

WHEREAS, the Public Service Commission (PSC) report that is completed each year calculates a payment in lieu of tax amount that the Water Utility pays to the City General Fund for services, and,

WHEREAS, the City can approve an amount that is less than the PSC report but it cannot be more and the City can approve an amount for the Wastewater Utility without PSC approval, and,

WHEREAS, the 2015 PSC Annual Report indicated a payment in lieu of tax of not more than \$260,266; however, the Water Utility has been paying \$160,000 and no increase was budgeted for 2017, and,

WHEREAS, the Wastewater Utility has not been making a payment in lieu of tax and no payment was budgeted for 2017, and,

WHEREAS, the Finance, Personnel & Legislative Committee determined the 2017 payments should remain the same as 2016 and the 2018 and 2019 payments be reviewed after the audit is complete.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve a payment in lieu of tax for the Water Utility at \$160,000 and the Wastewater Utility at zero for 2017.

BE IT FURTHER RESOLVED, the 2018 and 2019 payments will be discussed at the Finance, Personnel & Legislative Committee when the audit is complete.

Resolution No. 19-17: Replacement Authorization of InFluent Pump at Waste Water Treatment Plant including an Exception to the Bidding Process and Authorization of Budget Transfer

WHEREAS, Infrastructure Alternatives representative, Tommy Horswill, solicited quotes for the removal and replacement of one of the two primary influent pumps located at the City's Waste Water Treatment Plant due to its systematic failure of the main seal most likely related to impeller failure; and,

WHEREAS, the proposed purchase of a new pump will replace the existing failed pump without a total costly rebuild (including the impeller) of the already previously re-built pump; and,

WHEREAS, the Waste Water Treatment influent distribution is served by two (2) main alternating pumps with the other unit also being of similar age with a third "back-up" pump being of even older vintage; and,

WHEREAS, it is in the best interest of the City of Antigo to assure that the failed pump is replaced to assure a more reliable distribution of raw influent throughout the treatment facility without the threat of additional failures due to the age of the equipment; and,

WHEREAS, Infrastructure Alternatives has recommended the purchase & installation of a Hydrostal Rotating Assembly pump with an immersible 50 HP motor from Crane Engineering in the amount of \$31,988 with an option (if required) for a high chrome liner for an additional \$4,500 along with a re-wiring reserve for a total projected cost of \$37,500.

NOW, THEREFORE, BE IT RESOLVED, By The COMMON COUNCIL, City of Antigo, to waive the bidding requirement based on the used or special purpose exception portion of the City's Purchasing Policy because of the critical nature that this pump serves.

BE IT FURTHER RESOLVED, BY The COMMON COUNCIL, City of Antigo, to approve the purchase of Hydrostal Rotating assembly pump with a 50 HP immersible motor from Crane Engineering in the amount of \$31,988 along with a reserve amount for a potential high chrome liner and electrical re-wiring in the total amount of \$37,500 with the funds being derived from the City's existing plant replacement funds and to authorize the Clerk-Treasurer to complete a 2017 budget adjustment to the Wastewater CIP account.

Resolution No. 20-17: Professional Services Agreement with MSA for a CDBG Public Facilities Grant Application submittal along Gowan Road (10th Ave to Springbrook Creek) and along Field Street (7th to 8th Ave.)

WHEREAS, the Wisconsin Department of Administration Community Development Block Grant Program (CDBG) offers infrastructure funding under their Public Facilities category with applications being due prior to 4:00 p.m. on Thursday, May 25th; and,

WHEREAS, the program will provide up to \$500,000 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 the Gowan Road project as part of its 5-Year Street Improvement Plan and has been approved for a \$385,000 Municipal Street Improvement Discretionary (MSID) grant under WisDOT's Local Road

Improvement Program (LRIP) for improvements excluding water and sanitary infrastructure from Tenth Avenue south to Springbrook Creek; and,
WHEREAS, Field Street is also identified from Seventh to Eighth Avenue as a priority in the 5-Year Street Improvement Plan and also is slated for infrastructure improvements including water mains, storm and sanitary sewer; and,
WHEREAS, staff solicited the assistance of MSA Professional Services for the submittal of CDBG Public Facilities grant application services at a cost not-to-exceed \$9,500 for meeting the May 25, 2017 submittal deadline; and,
WHEREAS, if the City is successful in its application submittal the next step would be the consideration of a Professional Service Agreement for the design of Gowan Road and Field Street in 2017 for the anticipation of 2018 construction.
NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to approve a Professional Services Agreement in an amount not-to-exceed \$9,500 with MSA Professional Services authorizing them to submit the CDBG Public Facilities Grant application documents to the Wisconsin Department of Administration for the Gowan Road and Field Street projects as identified in the requested amount of \$500,000 with funds being derived from the City's Street Construction Program under CIP EDI-1 (442.640.64002.5808).

Resolution No. 21-17 has been moved to PULLED FROM CONSENT AGENDA

CONSENT AGENDA COMMUNICATIONS

Department Manager's Reports

PULLED FROM CONSENT AGENDA

1. **Motion to:** Amend Resolution No. 21-17

Aldersperson T. Bauknecht moved, Aldersperson D. Bauknecht seconded, to amend Resolution No. 21-17 to add authorization for Mayor, Clerk-Treasurer, or Deputy Clerk-Treasurer to sign any necessary documents for the Line of Credit.

RESULT:	CARRIED - VOICE VOTE
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Resolution No. 21-17: Establish \$660,000 Line of Credit for Community Development Block Grant (if necessary)

WHEREAS, the City is working with MSA Professional Services to submit an application for a Community Development Block Grant-Public Facilities application for the upcoming construction projects on Gowan Road and Field Street and MSA has advised that establishing a line of credit may increase the points scored on the application which increases the chances of being funded; and,

WHEREAS, the Clerk-Treasurer has explored options for a line of credit and recommends establishing the line with CoVantage Credit Union in the amount of \$660,000 with a loan origination fee of \$1,500; and,

WHEREAS, the line of credit would only be established if needed to increase chances of securing the grant but the City would not utilize the line of credit without returning to Council for specific approval for the funds.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the Clerk-Treasurer to establish a \$660,000 Line of Credit with CoVantage Credit Union at a cost of \$1,500 with funds to be derived from the budgeted project funds.

RESULT:	CARRIED AS AMENDED [UNANIMOUS]
MOVER:	Jim Darling, Aldersperson, Ward 2
SECONDER:	Reinhardt Balcerzak, Aldersperson, Ward 8
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Bugni, Balcerzak, Bauknecht
ABSENT:	Tim Kassis

NEW BUSINESS

RESOLUTIONS

Resolution No. 22-17: Declaring Intent to Exercise Police Powers in Accordance with State Statutes for Sidewalk Improvements and Installation

WHEREAS, the Common Council held a public hearing in the Council Chambers, City Hall,

on March 8, 2017, 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 sidewalk at:
611 Badger Ave, 605 Badger Ave, 1019 Superior St, 428 1st Ave, 602 2nd Ave, 737 Deeglise St, 514 Elm St, 510 Elm St, 434 Elm St, 430 Elm St, 426 Elm St, 419 Elm St, 407 Elm St, 246 Deeglise St, 230 Deeglise St, 222 Deeglise St, 202 Deeglise St, 118 Deeglise St, 110 Deeglise St, 1103 7th Ave, 340 Lincoln St, 328 Lincoln St, 324 Lincoln St, 347 Lincoln St, 341 Lincoln St, 315 Lincoln St, 303 Lincoln St, 236 Lincoln St, 234 Lincoln St, 226 Lincoln St, 216 Lincoln St, 214 Lincoln St, 208 Lincoln St, 202 Lincoln St, 235 Lincoln St, 209 Lincoln St, 205 Lincoln St, 130 Lincoln St, 122 Lincoln St, 118 Lincoln St, 114 Lincoln St, 919 7th Ave, 323 Superior St, 319 Superior St, 313 Superior St, 311 Superior St, 303 Superior St, 624 8th Ave, 620 8th Ave, 236 6th Ave, 535 Superior St, 700 5th Ave, & Various City of Antigo 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 Survey Technician.
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 4.25% 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.

Aldersperson Balcerzak moved, Aldersperson Bugni seconded, to approve Resolution No. 22-17.

RESULT:	CARRIED - VOICE VOTE
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Resolution No. 23-17: Declaring Intent to Exercise Police Powers in Accordance with State Statutes for Installation of Driveway Approaches

WHEREAS, the Common Council held a public hearing in the Council Chambers, City Hall, on March 8, 2017, 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 installation of driveway approaches at:
737 Deeglise St, 407 Elm St, 122 Lincoln St, 114 Lincoln St, 535 Superior St, 230 Deeglise St, 202 Deeglise St, 126 Deeglise St, 118 Deeglise St, 114 Deeglise St, 110 Deeglise St.

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 4.25% 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.

Aldersperson Balcerzak moved, Aldersperson Darling seconded, to approve Resolution No. 23-17.

RESULT:	CARRIED - VOICE VOTE
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ORDINANCES

LICENSES

Change of Agent Request for Kwik Trip, Inc. ~ New Agent Ashley J. Heidersdorf

Alderson Bugni moved, Alderson T. Bauknecht seconded, to approve Ashley J. Heidersdorf as the new agent for Kwik Trip, Inc.

RESULT:	CARRIED - VOICE VOTE
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Change of Agent Request for Fleet Wholesale Supply Co., LLC dba Mills Gas Mart at 2505 Neva Road ~ New Agent Jonathan DeMars

Alderson Balcerzak moved, Alderson Bugni seconded, to approve Jonathan DeMars as the new agent for Fleet Wholesale Supply Co., LLC dba Mills Gas Mart at 2505 Neva Road.

RESULT:	CARRIED - VOICE VOTE
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Class "A" Fermented Malt Beverage License Application for Mills Fleet Farm Group LLC dba Mills Fleet Farm at 2511 Neva Road (contingent upon completion of necessary inspections)

Alderson Balcerzak moved, Alderson Bugni seconded, to approve the Class "A" Fermented Malt Beverage License Application for Mills Fleet Farm Group LLC dba Mills Fleet Farm at 2511 Neva Road.

RESULT:	CARRIED - VOICE VOTE
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MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Alderson, Ward 7
SECONDER:	Tom Bauknecht, Alderson, Ward 4
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Bugni, Balcerzak, Bauknecht
ABSENT:	Tim Kassis

1. Direct Deposits for February 10 and 24, 2017 Payrolls
2. Huntington Bank Accounts Payable Check Nos. 64925-65124
3. Self-Funding Health Insurance Check Nos. 1916-1918
4. Block Grant Revolving Loan Fund Check Nos. 3500-3505

COMMITTEE REFERRALS

There were no committee referrals.

ADJOURNMENT

Alderson Darling moved, Alderson Bugni seconded, to adjourn at 6:11 p.m. Carried.

Approved:

Bill Brandt, Mayor

Attest:

Clerk - Treasurer