

CITY OF ANTIGO
COMMON COUNCIL
APRIL 10, 2019

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; Kaye Matucheski, Clerk-Treasurer/Finance Director; Eric Roller, Police Chief/Public Safety Director; Kirk Packard, Street Commissioner; James Pike, Communication and Technology Supervisor; Jon Petroskey, Fire Chief; Roger Musolff, 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; Scott Martin, MSA Professional Services; Annette Randl; and Earl Roth.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the March 13, 2019 Common Council Meeting

Aldersperson Bugni moved, Aldersperson Kassis seconded, to approve the March 13, 2019 Common Council Minutes.

RESULT:	CARRIED - VOICE VOTE
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PUBLIC HEARINGS

1. A Public Hearing will be held regarding the preliminary resolution authorizing sidewalk special assessments and the report of the Engineering Department pertaining to the reconstruction and/or installation of City sidewalks

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

There being no individuals wishing to address this matter and after complying with statutory procedures, Aldersperson Bugni moved, Aldersperson Rebstock seconded, to close the public hearing at 6:05 p.m.

RESULT:	CARRIED-VOICE VOTE
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2. A Public Hearing will be held regarding the preliminary resolution authorizing driveway approach special assessments and the report of the Engineering Department pertaining to driveway approaches during the reconstruction and/or installation of City sidewalks

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

There being no individuals wishing to address this matter and after complying with statutory procedures, Aldersperson Henricks moved, Aldersperson Bugni seconded, to close the public hearing at 6:06 p.m.

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

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

CONSENT AGENDA RESOLUTIONS

Resolution No. 33-19: Approval of Operator's License for Pamela J. Frei

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that Operator’s License be issued to Pamela J. Frei pursuant to payment of fees.

Resolution No. 34-19: Budget Transfer from Severance Reserve to Police Department Severance for the Police Captain Retirement Payout

WHEREAS, the City budgets for severance payouts for retirements in a separate Severance Reserve Account to alleviate the issue of a department’s budget being inflated one year for a retirement or not enough funds if a retirement is not known at budget time; and,

WHEREAS, when someone does retire from the City, a transfer is needed from the Severance Reserve Account to the retiring employee’s department budget for the payout; and,

WHEREAS, the Police Captain retired in February so a transfer is needed for the sick leave and vacation payout plus the applicable taxes that he is entitled to upon his retirement.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the Clerk-Treasurer/Finance Director to complete a budget transfer in the amount of \$36,558.91 from the Severance Reserve Account to the Police Department Severance and Taxes Line Items.

Resolution No. 35-19: Music in the Park Funding Request for \$671.68 for Printing of Brochures and Posters

WHEREAS, Music in the Park has again requested funding for the printing of brochures and posters for the summer music series in the amount of \$671.68 which is the amount that was spent in 2018; and,

WHEREAS, these brochures and posters are distributed beyond the local area to draw people from other areas to Antigo for these concerts.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve \$671.68 to Music in the Park for the printing of brochures and posters with the funds to be derived from the economic development portion of the Hotel/Motel Tax Funds.

Resolution No. 36-19: Approval to Accept WalMart Grant for Fire Department Television and Sound Bar

WHEREAS, the City of Antigo Fire Department has received a Walmart Grant for a new television and sound bar for the fire department training room which replaces the overhead projector, screen and smaller television that are currently being used.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to

accept the Walmart grant for \$746.00 for the purchase of the television and sound bar.

Resolution No. 37-19: Approval to Accept Optimist Club Donation for Fire Department LatchKey Program

WHEREAS, the Optimist Club has donated \$250 to the Antigo Fire Department for the LatchKey program to be used to purchase prizes that will be handed out to each child that graduates from the program.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to accept the Optimist Club donation of \$250 for the LatchKey program.

Resolution No. 38-19: Consideration of a Professional Services Agreement for Engineering Services with MSA Professional Services for the Design, Construction Administration and Project Inspection for the Fifth Avenue Downtown Corridor Project Located from Highway 45/Superior Street to Lincoln Street and Approve the Clerk-Treasurer/Finance Director to Complete the Declaration of Official Intent to Allow for the Possibility of Bond Proceeds to be Used to Reimburse these Expenses

WHEREAS, the Fifth Avenue Downtown corridor roadway project (from Highway 45/Superior Street to Lincoln Street) is being advanced for potential reconstruction during the 2020 construction season requiring the selection of an Engineering Consultant; and,

WHEREAS, the project is being considered based on the City's anticipation of being approved for the non-competitive State Revolving Loan Fund Close Program Grant (RLF-Close) along with the anticipation of receiving authorization for a Community Development Block Grant Public Facility (CDBG-PF) application to provide an estimated combined \$2.1 million dollars towards the estimated \$4.4 million dollar project; and,

WHEREAS, the additional funding necessary for the project is expected to be derived from the City's various enterprise funds, street reconstruction budget and project borrowing for the potential 2020 reconstruction schedule; and,

WHEREAS, MSA Professional Services was engaged by staff, based on their technical knowledge of our infrastructure system needs, by past demonstration of quality performance on similar reconstruction projects, for their long-term commitment towards this project's planning and development, and for their ability to address the design requirements in a cost effective and timely manner; and,

WHEREAS, MSA Professional Services presented an Engineering Service Agreement including a lump-sum \$272,300 Design Engineering fee, a \$103,000 lump-sum Construction Administration fee and a \$222,000 estimated hourly fee for Resident Project Representation (construction inspection) for the estimated \$4,349,062 total project preliminary opinion of cost.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve a Professional Services Agreement as submitted by MSA Professional Services for engineering services associated with the Fifth Avenue Downtown corridor roadway reconstruction project (from Highway 45/Superior Street to Lincoln Street) including a lump-sum \$272,300 Design Engineering fee, a \$103,000 lump-sum Construction Administration fee and a \$222,000 estimated hourly fee for Resident Project Representation (construction inspection) for the estimated \$4,349,062 total project preliminary opinion of cost with funding being derived as appropriate from the distribution of grant, enterprise and street budget accounts as available and subsequently authorized.

BE IT FURTHER RESOLVED, the Clerk-Treasurer/Finance Director is authorized to complete the Declaration of Official Intent to allowed future approved bond proceeds to reimburse expenses for this agreement if necessary.

Resolution No. 39-19: Consideration of a 2019 Facade Grant Pilot Program to Supplement the Efforts Towards the Painting or Staining of the Exterior Facades Including those Businesses that have Received Prior Grants

WHEREAS, the City of Antigo has an existing Downtown Façade Grant Program designated towards the improvement of the front and rear facing elevations of downtown

buildings to impact the attractiveness and marketability of the surrounding corridor; and,

WHEREAS, the City desires to introduce a 2019 Pilot Project designed to improve the portions of downtown buildings such as second stories and portions of building facades not previously addressed by an applicant; and,

WHEREAS, the Director of Administrative Services and the Langlade County Economic Development Corporation Director collaborated on this Pilot Project and have recommended that it be offered on a first come/first served basis while being available to applicants within the program corridor including those having previously received a Façade Grant under the original program; and,

WHEREAS, it was determined that this Pilot Project provide for the painting or staining of building facades of approved project applications based on a 50% grant from the City of up to \$1,500 (established on a \$3,000 total project cost) and be made available for projects completed during the 2019 construction season.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to revise the Downtown Facade Grant Program to include a 2019 Pilot Project for the painting/staining of building facades within the corridor based on a 50% grant from the City of up to \$1,500 (established on a \$3,000 total project cost) while being available to both first-time, as well as prior, grant recipients for improvement in the attractiveness and marketability of the Downtown corridor.

Resolution No. 40-19: Police Department Agreement with Wisconsin River Valley Regional Forensic Laboratory to Assist in the Investigation of Digital Media

WHEREAS, the Antigo Police Department (Department) was approached by Marathon County to participate in a regional forensic laboratory which would assist in the investigation of digital media; and,

WHEREAS, currently the Department investigates digital material with equipment and software that they previously purchased but it is becoming obsolete at a faster rate due to ever-changing technology; and,

WHEREAS, the Wisconsin River Valley Regional Forensic Laboratory is staffed by the Marathon County Sheriff's Department and the Wausau Police Department and because they utilize the equipment on a daily basis, they have an increased knowledge base for assisting the Department in the investigations and maintain the most advanced investigative tools; and,

WHEREAS, the cost for the Department as an Associate Member would be \$2,000 for the year and the agreement would include an increase of 3% per year and the Department's current equipment could not be replaced for this.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize Eric Roller, Police Chief, to enter into an Intergovernmental Cooperative Agreement for the Wisconsin River Valley Regional Forensic Laboratory at a cost of \$2,000 with a 3% increase annually.

BE IT FURTHER RESOLVED, the funds would be derived from the Police Department Contractual Services operating budget.

CONSENT AGENDA COMMUNICATIONS

Department Manager Reports

NEW BUSINESS

RESOLUTIONS

Resolution No. 41-19: 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 April 10, 2019, 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:

1013 9th Avenue, 1005 9th Avenue, 124 Dorr Street, 114 Dorr Street, 242 Field Street, 519 Lincoln Street, 515 Lincoln Street, 509 Lincoln Street, 503 Lincoln Street, and City Owned Right of Way.

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 6.00% 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.

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

Resolution No. 42-19: 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 April 10, 2019, 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:

1013 9th Avenue, 1005 9th Avenue, 610 Clermont Street,
617 Clermont Street, and City Owned Right of Way

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 6.00% 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.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Scott Henricks, Ward 9
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Bugni, Balcerzak, Henricks
ABSENT:	Rick LeBrun

ORDINANCES

Ordinance No. 1313B: Ordinance Creating Section 18-102 of the Municipal Code of the City of Antigo Regarding Online Ordering and Curbside Pickup of Alcohol Beverages

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

LICENSES

"Class B" Intoxicating Liquor License for Wild Epitome LLC at 816 Fifth Avenue (contingent upon completion of inspections)

Aldersperson Kassis moved, Aldersperson Bugni seconded, to approve the "Class B" Intoxicating Liquor License for Wild Epitome LLC (contingent upon completion of inspections).

RESULT:	CARRIED - VOICE VOTE
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MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Carol Feller Gottard, Ward 5
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Bugni, Balcerzak, Henricks
ABSENT:	Rick LeBrun

- 1. Direct Deposits for March 8 and 22, 2019 Payrolls
- 2. Huntington Bank Accounts Payable Check Nos. 69976-70188
- 3. Self-Funding Health Insurance Check Nos. 2001-2002
- 4. Block Grant Revolving Loan Check Nos. 3559-3562

COMMITTEE REFERRALS

Mayor Brandt noted there will be a Committee of the Whole meeting following the May Council meeting to discuss projects and borrowing.

Aldersperson Balcerzak referred discussion of waiving the permit fees for the Sober Living facility to the May Finance, Personnel, and Legislative Committee. Mayor Brandt noted the City is already giving \$130,000 to the project.

Mark Desotell, Director of Administrative Services, noted a Conditional Use Permit will also need to be done with Roger Musolff, Building Inspector/Zoning Administrator, reporting that will be at the May City Plan Commission meeting.

Aldersperson Bugni reported he attended the wheel tax meeting at the County and it was decided that the County will work with the City and the Towns for a solution that will work for everybody.

Mayor Brandt and Mr. Desotell noted there will be a presentation by Ruekert-Mielke at the Public Works meeting regarding smoke testing and an explanation of the impacts. All Alderspersons are invited to this meeting.

Mayor Brandt reminded the Alderspersons the Council reorganization meeting will be Tuesday, April 16 at 6:00 p.m. in accordance with state statute.

ADJOURNMENT

Aldersperson Bugni moved, Aldersperson Kassis seconded, to adjourn at 6:18 p.m. Carried.

Approved:

Bill Brandt, Mayor

Attest:

Clerk - Treasurer