

City of Antigo
Finance, Personnel & Legislative Committee
Wednesday, December 10, 2025

Finance, Personnel & Legislative Committee of the City of Antigo met in Regular Session on the above date at 5:45 PM in the Council Chambers, City Hall, Thomas C. Bauknecht presiding.

Call to Order

Attendee Name	Title	Status	Arrived
Thomas C. Bauknecht	Mayor	Present	
Roy Dieck	Ward 2	Present	
Tim Kassis	Ward 3	Present	
Mary Hayes	Ward 4	Present	
Glenn Bugni	Ward 7	Present	
Kevin Smith	Ward 8	Present	

Department Managers in attendance were: Kaye Matucheski, Clerk-Treasurer/Finance Director; Daniel Duley, Police 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; Shannon Smith, Deputy Clerk-Treasurer; Chelsea Deloria, Antigo Daily Journal; Todd Deloria, McKenzie Zima, McKenzie Palace Theatre, Mark Edwards, Alderperson Ward 5, Angie Close, Langlade County Economic Development Corporation and Eric Bretl.

Discussion and Action May Occur on Any of the Following Agenda Items

1. Accept the Offer to Purchase of \$5,000 for the City-owned Vacant, 7,744 square foot Lot, Located at 523/527 Edison Street

Motion to Accept the Offer to Purchase of \$5,000 for the City-owned Vacant, 7,744 square foot Lot, Located at 523/527 Edison Street

Result:	Carried (6 to 0) Resolution to Council
Mover:	Tim Kassis
Second:	Roy Dieck
Ayes:	Mary Hayes, Thomas C. Bauknecht, Tim Kassis, Roy Dieck, Kevin Smith, Glenn Bugni
Nays:	None

2. Funding for a Grant Writer for the Weather Warning Siren Project

Mayor Bauknecht noted this item was brought forth by Alderperson Bugni. Alderperson Bugni stated he was hoping to have a grant writer by now noting that Council already approved hiring a grant writer. He stated the Weather Warning Siren Committee members do not have time to complete the grant writing processes. He would like the City to pay for the grant writer and the committee would pay back the City after the grants are received. Alderperson Bugni noted the pay would be \$25 an hour and they have someone in mind. He is asking for a maximum of \$5,000 noting he feels there is a good chance to get the whole project grant funded.

Alderperson Kassis questioned the amount of donations in the fund currently. Alderperson Bugni noted approximately \$3,000.

Alderperson Kassis questioned if the grant writer is for the Weather Warning Siren Committee or the City.

Alderperson Bugni stated the grant writer could be for the City but is definitely for the Weather Warning Siren Committee.

Alderperson Dieck noted that Alderperson Bugni is looking for back up from the Council in case the project is not able to be funded and Alderperson Bugni stated that is correct.

Alderperson Kassis noted he is unsure of the need for Weather Warning Sirens as a resident with all the other alert systems in place, like Everbridge.

Daniel Duley, Police Chief, noted the types of warning systems and the need to sign up for the services.

Alderperson Kassis stated he is not sure of the need for sirens and the community members he has spoken to feel they are not needed, noting the City has weather warning radios that are free to citizens.

Alderperson Bugni noted elderly residents not having access to things like Everbridge. Mayor Bauknecht noted \$5,000 would be 200 hours of grant writing and he felt that would be too much for the number of grants available.

Alderperson Kassis noted past experience with sirens and not needing the sirens with updated technology.

Alderperson Hayes questioned if people want the sirens why are they not contributing more money to the siren system. She then noted a reasonable number of hours would be 20 hours with a maximum of \$500.

Mayor Bauknecht noted the reasoning for the Council approving a grant writer was that the

person hired to do the job was not doing the job and does not feel the City needs to hire one for the City as they are in the process of hiring a new administrator.

Alderson Dieck noted the grant writer is for the committee but feels the City should have a grant writer as well.

Alderson Hayes questioned if the grant writer would be a city employee and Ms. Matucheski stated, no, they would be an individual contractor.

Alderson Kassis questioned why the committee does not use the money in the fund currently to fund the grant writer. Alderson Bugni noted that if the project is not funded then the funds that are donated are going to be returned to the donors.

Alderson Bugni noted there is a springtime goal for getting the Weather Warning Sirens funded and installed.

Alderson Smith noted that setting a limit is a good idea.

Mayor Bauknecht stated spring as a goal is a little overly optimistic. He noted 60 hours should be more than enough for grants available for this type of project.

Motion to hire a grant writer at \$25 an hour not to exceed \$1,500

Result:	(6 to 0) Resolution to Council
Mover:	Mary Hayes
Second:	Glenn Bugni
Ayes:	Mary Hayes, Thomas C. Bauknecht, Tim Kassis, Roy Dieck, Kevin Smith, Glenn Bugni
Nays:	None

3. Reestablish a Lead Administrative Assistant in the Clerk-Treasurer's Office

Ms. Matucheski noted they had this position a few years ago and it was not refilled when the employee left. She noted that with Jeanne Jensen being retired she will be training the new Deputy Clerk-Treasurer and with Jamie Smith having seven years of experience in her office she can take over some of the supervisory duties. Ms. Matucheski noted she is looking to retire in a few years and is looking at cross-training employees.

Motion to Approve Reestablishing a Lead Administrative Assistant in the Clerk-Treasurer's Office

Result:	Carried (6 to 0) Resolution to Council
Mover:	Glenn Bugni
Second:	Tim Kassis
Ayes:	Mary Hayes, Thomas C. Bauknecht, Tim Kassis, Roy Dieck, Kevin Smith, Glenn Bugni

Nays:	None
--------------	------

Any Other Matters Authorized by Law to be Considered

Adjournment

Motion to Adjourn at 6:10 p.m.

Result:	(6 to 0) Approve
Mover:	Tim Kassis
Second:	Glenn Bugni
Ayes:	Mary Hayes, Thomas C. Bauknecht, Tim Kassis, Roy Dieck, Kevin Smith, Glenn Bugni
Nays:	None

Approved:



Thomas C. Bauknecht, Chair