

**City of Antigo  
Common Council  
Wednesday, January 14, 2026**

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 Thomas C. Bauknecht presiding.

**Roll Call**

Attendee Name	Title	Status	Arrived
Barb Rebstock	Ward 1	Present	
Roy Dieck	Ward 2	Present	
Tim Kassis	Ward 3	Present	
Mary Hayes	Ward 4	Present	
Mark Edwards	Ward 5	Present	
Joel Wagner	Ward 6	Excused	
Glenn Bugni	Ward 7	Present	
Kevin Smith	Ward 8	Present	
Scott Henricks	Ward 9	Present	
Thomas C. Bauknecht	Mayor	Present	

Department Managers in attendance were: Kaye Matucheski, Clerk-Treasurer/Finance Director; Daniel Duley, Police Chief; Kirk Packard, Street Commissioner; 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; and Todd Deloria.

**Pledge of Allegiance**

**Moment of Silent Meditation**

**Approval of Minutes**

1. Approve Minutes from the December 10, 2025 Meeting

Aldersperson Bugni moved, Aldersperson Hayes seconded, to Approve the Minutes from the December 10, 2025 Meeting

<b>Result:</b>	<b>Carried - Voice Vote</b>
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**Citizen Comment**

2. **Subjects on the Current Agenda** - The presiding officer will call each speaker to the floor during this portion of the meeting. The presiding officer may determine the order of speakers so testimony is heard in the most logical groupings.

None.

3. **Subjects Not on the Current Agenda** - The presiding officer will identify the appropriateness of public comments at this time and may place the matter on a future agenda, or could refer the matter to staff or committee for investigation and report.

None.

**Update on Citizen's Referrals from Previous Council Agenda**

None.

**Committee Reports**

Aldersperson Bugni stated the Ad Hoc Weather Warning Siren Committee will be meeting on January 19, 2026 at 4:30 p.m. He noted that Federal Signal will be providing a presentation to the committee on their mechanical sirens. Aldersperson Bugni noted the committee will also be addressing fundraising and grant writing.

**Consent Agenda**

Motion to Approve the Consent Agenda

<b>Result:</b>	<b>Carried (8 to 0)</b>
<b>Mover:</b>	Tim Kassis
<b>Second:</b>	Glenn Bugni
<b>Ayes:</b>	Barb Rebstock, Roy Dieck, Tim Kassis, Mary Hayes, Mark Edwards, Glenn Bugni, Kevin Smith, Scott Henricks
<b>Nays:</b>	None

### **Consent Agenda Resolutions**

**Resolution No. 1-26** Approve Community Participation Policy Change to 12 Hours Per Year Instead of Not Exceeding 4 Hours - 3 Requests Per Year, Eliminate the Requirement the Event is Held in the City, and add the Policy to the Employee Manual

Whereas, the City has had a Community Participation Policy since 2007 which allows for employees to participate in community events or assist community organizations during normal working hours; and,

Whereas, the Finance, Personnel & Legislative Committee approved changes to the policy eliminating the specific number of hours and days of participation and adding just the number of hours (12); and,

Whereas, the Committee also eliminated the provision that the events have to be in the City of Antigo as some events are held outside the City limits.

Now, Therefore, Be It Resolved, By The Common Council, City of Antigo, to approve the attached Community Participation Policy as revised.

Be It Further Resolved, the policy will be added to the recently updated Employee Policy Manual.

**Resolution No. 2-26** Change Credit Card Processing and Electronic Bill Capabilities from Payment Services Network to Xpress Bill Pay (Springbrook product)

Whereas, the City has worked with Payment Services Network (PSN) for credit card processing for everything except Park and Rec registration software; and,

Whereas, PSN also does the electronic copies of utility bills which requires staff to send files to PSN to keep the information current; and,

Whereas, the City's software for most processes, Springbrook, now offers a bill pay option, Xpress Bill Pay, which would eliminate the need to transfer files as the information is shared in real-time which would lessen some of the work involved in offering electronic bills and payments; and,

Whereas, the price quoted for Xpress Bill Pay is more than what PSN charges so staff is working on alternatives to bring the pricing closer to what is being paid now.

Now, Therefore, Be It Resolved, By The Common Council, City of Antigo, to allow staff the option of changing to Xpress Bill Pay if the alternatives lower the cost closer to what is being charged now.

Be It Further Resolved, if the pricing cannot be lowered, the Xpress Bill Pay option will not be implemented and will be referred back to the Finance, Personnel & Legislative Committee.

### **Consent Agenda Communications**

#### 4. Department Manager Reports

#### **New Business**

#### **Resolutions**

**Resolution No. 3-26** Carry Forward Budget Items from 2025 to 2026

Whereas, every year funds are budgeted that need carry forwards to the next budget year for various reasons such as budgeting over several years for something or planned purchases/projects that were not completed in 2025 or will not be paid for until 2026; and,

Whereas, the list was approved by the Finance, Personnel and Legislative Committee with the authority to add any carry forwards that came up after the meeting so the resolution is complete; and,

Whereas, the attached list indicates which funds the accounts are in, the amount of the carry forward, and the reason for the carry forward.

Now, Therefore, Be It Resolved, By The Common Council, City of Antigo, to approve the Carry Forwards from 2025 to 2026 per the attached list with the total amount of the General Fund at \$325,328 and the Capital Equipment/Improvement Fund at \$2,208,389.

Be It Further Resolved, if there are any changes to the final list of 2025 Carry Forwards to 2026, they will be presented at the February 11, 2026, Council meeting when all of the 2025 expenditures are known.

Kaye Matucheski, Clerk-Treasurer/Finance Director stated there will be budget items on the February Council agenda.

Aldersperson Dieck questioned remarks on the closing report of the City Audit to which Mayor Bauknecht noted that the closing remarks are deficiencies due to lack of staff to spread out duties. Aldersperson Dieck questioned if it is possible to do something to correct those remarks. Ms. Matucheski stated those remarks are in the audit every year and stated the auditors help with closing entries. She noted that part of the issue is that there is not enough staff to spread out all the duties and that the staff does not have the time to complete the work for the closing entries. Ms. Matucheski stated the auditors complete the work and provide her with the closing entries. Aldersperson Smith noted it is not an uncommon remark to have in an audit in a smaller business.

**Motion to Approve Resolution No. 3-26**

<b>Result:</b>	<b>Carried (8 to 0)</b>
<b>Mover:</b>	Glenn Bugni
<b>Secunder:</b>	Barb Rebstock
<b>Ayes:</b>	Barb Rebstock, Roy Dieck, Tim Kassis, Mary Hayes, Mark Edwards, Glenn Bugni, Kevin Smith, Scott Henricks
<b>Nays:</b>	None

**Resolution No. 4-26 Approve 2025 Budget Transfers/Adjustments**

Whereas, the end of the fiscal year requires budget transfers or amendments based on where the funds were actually spent in comparison to where they were budgeted; and,

Whereas, Department Managers and the Clerk-Treasurer/Finance Director review the expenditures at the end of the year to determine what transfers and amendments need to be made based on actual experience and present these to the Finance, Personnel & Legislative Committee (FP&L); and,

Whereas, FP&L approved the budget transfers and amendments that are needed based on the Clerk-Treasurer/Finance Director's ability to make the needed changes until the 2025 fiscal year is closed in February.

Now, Therefore, Be It Resolved, By The Common Council, City of Antigo, to authorize the budget transfers and amendments for 2025 per the attached list.

Be It Further Resolved, the final list of budget transfers and amendments will be presented at the February 11, 2026 meeting after all the 2025 invoices are processed.

Ms. Matucheski noted there will be more budget transfers/adjustments on the February Council agenda due to end-of-year invoices.

**Motion to Approve Resolution No. 4-26**

<b>Result:</b>	<b>Carried (8 to 0)</b>
<b>Mover:</b>	Tim Kassis
<b>Secunder:</b>	Glenn Bugni
<b>Ayes:</b>	Barb Rebstock, Roy Dieck, Tim Kassis, Mary Hayes, Mark Edwards, Glenn Bugni, Kevin Smith, Scott Henricks
<b>Nays:</b>	None

**Resolution No. 5-26 Combining Wards for Primary Election (as requested by Mayor Bauknecht)**

Whereas, the City has been notified there will be a February 17, 2026, Primary Election; and,  
Whereas, the only race on the ballot will be for Antigo School Board as there are eight candidates and three open seats; and,

Whereas, traditionally the turnout for primary elections is much lower than other elections so it would be a cost savings to combine all wards into one reporting unit for this election; and,

Whereas, the election will still be held at City Hall but would be in the Council Chambers.

Now, Therefore, Be It Resolved, By The Common Council, City of Antigo, to combine all nine wards into one reporting unit for the February 17, 2026, Primary Election.

Mayor Bauknecht stated the request to combine wards is due to only one item being on the ballot that does not require separate wards and the election will be held in Council Chambers.

Ms. Matucheski noted combining wards will also be a savings for the city.

Motion to Approve Resolution No. 5-26

<b>Result:</b>	<b>Carried (8 to 0)</b>
<b>Mover:</b>	Tim Kassis
<b>Second:</b>	Glenn Bugni
<b>Ayes:</b>	Barb Rebstock, Roy Dieck, Tim Kassis, Mary Hayes, Mark Edwards, Glenn Bugni, Kevin Smith, Scott Henricks
<b>Nays:</b>	None

**Resolution No. 6-26** Contract with an Executive Search Firm to Assist with the Hiring of a City Administrator (contingent upon approval by the Finance, Personnel & Legislative Committee at a meeting to be held before the Council meeting)

Pulled. Referred to Committee of the Whole.

**Resolution No. 7-26** Apply for the Wisconsin Department of Military Affairs Office of Emergency Communications Interoperable Radio Grant Program in the amount of \$50,000 (contingent upon approval by the Finance, Personnel & Legislative Committee at a meeting to be held before the Council meeting)

Whereas, the City of Antigo Fire Department would like to apply for the Interoperable Radio Grant for FY2026 administered through Department of Military Affairs Office of Emergency Communications to purchase radios that can be used on the new WISCOM 800 mhz system; and,

Whereas, the grant has a maximum award of \$50,000, including a 20% match; and,

Whereas, if approved at the maximum award the City of Antigo Fire Department contribution would be \$10,000; and,

Whereas, The City of Antigo Fire Department is proposing the required match be taken from budgeted CIP fund for Radio Replacement;

Now, Therefore, Be It Resolved, By The Common Council, City of Antigo, the City of Antigo Fire Department apply for the Interoperable Radio Grant for FY2026 administered through Department of Military Affairs Office of Emergency Communications to purchase radios that can be used on the new WISCOM 800 mhz system.

Be It Further Resolved, if the grant is awarded at the maximum award, the City of Antigo Fire Department would contribute the required \$10,000 match be taken from budgeted CIP fund for Radio Replacement.

Mayor Bauknecht stated this item was approved earlier at the Finance, Personnel and Legislative Committee meeting.

Motion to Approve Resolution No. 7-26

<b>Result:</b>	<b>Carried (8 to 0)</b>
<b>Mover:</b>	Glenn Bugni
<b>Second:</b>	Scott Henricks
<b>Ayes:</b>	Barb Rebstock, Roy Dieck, Tim Kassis, Mary Hayes, Mark Edwards, Glenn Bugni, Kevin Smith, Scott Henricks
<b>Nays:</b>	None

**Miscellaneous Business**

**Payment of Bills**

Motion to Approve Payment of Bills

<b>Result:</b>	<b>Carried (8 to 0)</b>
<b>Mover:</b>	Barb Rebstock
<b>Second:</b>	Tim Kassis
<b>Ayes:</b>	Barb Rebstock, Roy Dieck, Tim Kassis, Mary Hayes, Mark Edwards, Glenn Bugni, Kevin Smith, Scott Henricks
<b>Nays:</b>	None

5. Direct Deposits for December 5 and December 19, 2025 Payrolls
6. BMO Bank Accounts Payable Check Nos. 85343- 85555
7. Self-Funding Health Insurance Check No. 2185
8. Block Grant Revolving Loan Check Nos. 3806 -3808

### Committee Referrals

Mayor Bauknecht noted a Committee of the Whole meeting is being scheduled for Wednesday, January 21, 2026 at 6:00 p.m. with a special Common Council meeting to follow.

Aldersperson Hayes questioned if the Economic Development Committee was necessary due to lack of meetings. Mayor Bauknecht noted the committee has a meeting to discuss grants. Ms. Matucheski and Aldersperson Bugni spoke about the function of the committee.

Aldersperson Dieck wanted to discuss open meeting laws concerning the number of Council members on different committees. Michael Winter, City Attorney, stated the League of Wisconsin Municipalities has issued an opinion that a community can set the number of Council members on a committee in their community.

Aldersperson Kassis questioned what committee Aldersperson Dieck is referring too. Aldersperson Dieck noted the idea is not to have the majority of the Council members on any one committee.

### Closed Session

9. Closed Session: Pursuant to Section 19.85(1)(g), Wisconsin Statutes, and Upon Proper Motion, the Council will Convene into Closed Session to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved for an update with legal counsel regarding Apostolic Adventures litigation. Upon Completion of Discussion in Closed Session, Council will Reconvene into Open Session to Act on Matters Discussed, If Necessary, and Proceed with the Regular Order of Business.

Aldersperson Bugni moved, Aldersperson Hayes seconded, that Common Council convene into closed session in accordance with Section 19.85(1)(g), Wisconsin Statutes, to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved for an update with legal counsel regarding Apostolic Adventures litigation.

<b>Result:</b>	<b>Carried (8 to 0)</b>
<b>Mover:</b>	Glenn Bugni
<b>Secunder:</b>	Mary Hayes
<b>Ayes:</b>	Barb Rebstock, Roy Dieck, Tim Kassis, Mary Hayes, Mark Edwards, Glenn Bugni, Kevin Smith, Scott Henricks
<b>Nays:</b>	None

Upon completion of discussion in closed session, a motion was made and carried to reconvene into open session to act on matter discussed, if necessary, and to proceed with the regular order of business.


No action was taken on the closed session discussion.

### Adjournment

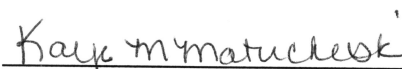
Aldersperson Kassis moved, Aldersperson Bugni seconded, to Adjourn at 7:31 p.m.

<b>Result:</b>	<b>Carried - Voice Vote</b>
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Approved:

  
 Thomas C. Bauknecht, Mayor

Attest:

  
 Clerk-Treasurer