**CITY OF ANTIGO**

**COMMON COUNCIL**

**JUNE 12, 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, Ward 4 Tom Bauknecht 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 | Present | |
| Glenn Bugni | Ward 7 | Present | |
| Reinhardt Balcerzak | Ward 8 | Present | |
| Scott Henricks | Ward 9 | Present | |
| Bill Brandt | Mayor | Absent | |

2. Additional Attendance

Department Managers in attendance were: Mark Desotell, Director of Administrative Services; 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; Dominic Frandrup, Library Director; and Sarah Repp, Parks, Recreation, and Cemetery Director.

Others in attendance were: Jeanne Jensen, Deputy Clerk-Treasurer; Lisa Haefs, Antigo Daily Journal; Ron Barger, Langlade County; Vern Cahak, Langlade County; Scott Martin, MSA Professional Services; Tommy Horswill, Infrastructure Alternatives; and Bob Piskula

## PLEDGE OF ALLEGIANCE

## MOMENT OF SILENT MEDITATION

## APPROVAL OF MINUTES

Alderperson Bugni moved, Alderperson LeBrun seconded, to approve the minutes of the May 8, 2019 Council meeting. Carried.

## CITIZEN COMMENT

1. Subjects on the Current Agenda

2. Subjects Not on the Current Agenda

## UPDATE ON CITIZEN'S REFERRALS FROM PREVIOUS COUNCIL AGENDA

## CONSENT AGENDA

Alderperson Kassis moved, Alderperson Henricks seconded, to approve the Consent Agenda.

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

## CONSENT AGENDA RESOLUTIONS

**Resolution No. 50-19:** Approval of Operator's Licenses for Jennifer Bailey, Terre Dauterman, Kathleen Fermanich, Carol Glugla, Daniel Hafner, Cassie Irish, Adam Lupton, Rebecca Majewski, Cheryl Marx, Cory Olson, Wanda Seis, Kent Skidmore, Charlene Skittone, Terri Stift, Ann Boshan, Jessica Frey, Richard Hurlbert, Tyler Kopetsky, James Pike, Aaron Schofield, Francine Sharpe, Carolyn Vance, and Jeanne Zalewski

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that Operator’s License be issued to Jennifer Bailey, Terre Dauterman, Kathleen Fermanich, Carol Glugla, Daniel Hafner, Cassie Irish, Adam Lupton, Rebecca Majewski, Cheryl Marx, Cory Olson, Wanda Seis, Kent Skidmore, Charlene Skittone, Terri Stift, Ann Boshan, Jessica Frey, Richard Hurlbert, Tyler Kopetsky, James Pike, Aaron Schofield, Francine Sharpe, Carolyn Vance, and Jeanne Zalewski, pursuant to payment of fees.

**Resolution No. 51-19:** Proposed Partial Vacation of Aurora Street

RESOLVED, By the Common Council, City of Antigo, that a proposed resolution to vacate and discontinue a portion of Aurora Street being the East 20 feet lying between First Avenue and Second Avenue in Block 10 of the Original Plat of the City of Antigo will be acted upon by the Common Council at their regular meeting to be held August 14, 2019 at 6:00 p.m. in the Council Chambers of City Hall, 700 Edison Street.

BE IT FURTHER RESOLVED, that the City Clerk-Treasurer/Finance Director is hereby directed to give the required notices as provided by State Statutes.

**Resolution No. 52-19:** Authorize CliftonLarsenAllen LLP (CLA) to Conduct Water & Sewer Rate Study

WHEREAS, it is necessary to review the water and sewer rates to determine if adjustments are needed based on the upcoming construction projects and capital improvements items for the Utilities; and,

WHEREAS, because CliftonLarsenAllen LLP (CLA) completes the audit for the City each year they are already familiar with the City's accounts so they were asked to provide a quote to assist in the preparation of an application for water rate adjustment to comply with the Public Service Commission (PSC) and analyze the operational, capital, and debt service expenditures for the sewer utility to maintain its financial strength; and,

WHEREAS, the quoted fees are $6,750 for the Water Utility and $6,000 for the Sewer Utility with a $1,000 savings if both studies are conducted simultaneously.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize CliftonLarsenAllen LLP to conduct a water rate study with the Public Service Commission and a sewer rate study at a total cost of $11,750 with funds to be derived from the water and sewer utilities.

**Resolution No. 53-19:** Authorize the Mayor to be the Representative to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Funds

**CITY OF ANTIGO**
**AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS FOR**
**FINANCIAL ASSISTANCE FROM**
**STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND**

WHEREAS, it is the desire of the City of Antigo, Wisconsin, a municipal corporation, to file several applications for state financial assistance for its Street and Utility Replacement along Fifth Avenue, and all other related upgrades under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.60, and 281.61, Wis. Stats.);

WHEREAS, it is necessary to designate a representative for filing said applications;

BE IT THEREFORE RESOLVED by the Council of the City of Antigo that the Mayor is hereby appointed as an authorized representative for the City of Antigo for the purpose of filing these applications, and that the representative is further authorized and empowered to do all necessary things and take all necessary steps in connection with said applications.

**Resolution No. 54-19:** Declaring Official Intent to Reimburse Expenditures from the State of Wisconsin Environmental Improvement Funds for the Fifth Avenue Project

**CITY OF ANTIGO**
**RESOLUTION DECLARING OFFICIAL INTENT**
**TO REIMBURSE EXPENDITURES**

WHEREAS, the City of Antigo, Langlade, Wisconsin ("the City") plans to make several improvements to its Street and Utility Replacement along 5th Avenue, and other related facilities ("the Project"); and,

WHEREAS, the City expects to borrow funds and incur debt from one or more possible sources on a long-term basis by issuing tax-exempt bonds, promissory notes, DNR EIF Funds, or other 'debt' to finance the Project ("the Loan"); and,

WHEREAS, because proceeds of the debt which will provide project financing will not become available prior to commencement of the Project, the City may need to provide interim financing to cover costs of the Project incurred prior to receipt of the Loan; or other debt proceeds; and,

WHEREAS, it is necessary, desirable, and in the best interests of the City to use moneys from its funds on an interim basis until the Loan becomes available.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Antigo, Langlade County, Wisconsin, that:

Section 1. Expenditure of Funds The City shall make expenditures as needed from its funds to pay the costs of the Project until loan proceeds become available.

Section 2. Declaration of Official Intent. The Council of the City of Antigo hereby officially declares its intent under 26 CFR Section 1.150-2 to reimburse said expenditures with proceeds of the debt, the principal amount of which is not expected to exceed $1,900,000.

Section 3. Effective Date. This Resolution shall become effective upon its adoption and approval.

**Resolution No. 55-19:** Professional Services Agreement with MSA Professional Services for the Application and Administration Assistance for the Safe Drinking Water and Clean Water Fund Loan Programs

WHEREAS, the City is intending to reconstruct Fifth Avenue and has been researching various funding sources to finance the project with options of bonding, grants, operating funds, and utility funds; and,

WHEREAS, the State of Wisconsin has an Environmental Improvement Fund which includes the Safe Drinking Water (SDWLP) and Clean Water Fund (CWFP) loans which allow the City to borrow funds for the water and sewer utility portions of the project at a much lower interest rate than other bonding; and,

WHEREAS, MSA Professional Services has provided a quote to assist with the application process and administration of the loans, if awarded, in the amount of $40,000 with $10,000 each for the SDWLP Application Assistance, CWFP Application Assistance, SDWLP Administration, and the CWFP Administration.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Professional Services Agreement in the amount of $40,000 with MSA Professional Services, Inc. (agreement attached) with funds to be derived from the Water and Sewer Utility Funds.

**CONSENT AGENDA COMMUNICATIONS**

Fair Housing Month Proclamation

Department Manager Reports

**NEW BUSINESS**

**RESOLUTIONS**

**Resolution No. 56-19:** Approving Various License Renewals Upon Completion of Inspections for: Never Enough, LLC; VLV LLC Owned by Vickie L. Wagner dba Vickie and the Vets; Wild Epitome, LLC; and RNM BP, LLC

WHEREAS, the attached list of license holders have applied for license renewals as of July 1, 2019, and are in addition to those approved by Resolution No. 46-19 on May 8, 2019; and,

WHEREAS, statements duly executed by the Chief of Police, Building Inspector/Zoning Administrator, Health Department, and Fire Chief certifying that they have inspected said premises and found them to be in compliance will be on file before any licenses have been issued.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, that those persons, firms, and/or corporations named on the attached schedule be granted the licenses indicated opposite their names, for the licensing period July 1, 2019, through June 30, 2020, pursuant to ordinance upon payment of the fee and completion of necessary inspections.

BE IT FURTHER RESOLVED, the Clerk-Treasurer will issue the licenses upon receipt of the executed inspection statements and license holders have made payment of all outstanding invoices.

Alderperson Bugni moved, Alderperson Henricks seconded, to approve Resolution 56-19.

| RESULT: | CARRIED - VOICE VOTE |
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**Resolution No. 57-19:** Approving Compliance Maintenance Annual Report (CMAR) from Infrastructure Alternatives

RESOLVED BY THE COMMON COUNCIL, City of Antigo, that the Wisconsin Department of Natural Resources be informed that the Common Council has done the following:

1. Reviewed the Compliance Maintenance Report (CMAR) that is on file in the City Clerk-Treasurer's Office; and,

2. Set forth the following actions necessary to maintain effluent requirements contained in the Wisconsin Pollution Discharge Elimination (WPDES) Permit:

    a. Complete Capacity, Management, Operation, and Maintenance (CMOM) Plan.
    b. Maintain Problem Areas throughout the year.
    c. Jet and clean 30 to 35 blocks.
    d. Work with industrial customers for compliance.

Alderperson Kassis moved, Alderperson LeBrun seconded, to approve Resolution 57-19.

| RESULT: | CARRIED - VOICE VOTE |
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**Resolution No. 58-19:** Authorize Changing the City's Accounts for the General Checking, Block Grant Checking, General Money Market, Sewer Interceptor Money Market, CDBG Grant Account and SDWLP Grant Account to BMO Bank

WHEREAS, the City of Antigo was notified that the current financial institution for the General Checking Account, Block Grant Checking Account, General Money Market Account, Sewer Interceptor Money Market Account, Community Development Block Grant (CDBG) Account, and the Safe Drinking Water and Clean Water Fund Loan Program Account (SDWLP & CWF), Huntington Bank, has sold their Wisconsin Branches to Associated Bank and the City is required to change banks as of June 15, 2019; and,

WHEREAS, as all of the accounts had to be changed with automatic payments updated, new checks printed, etc., a request for proposal was done to all the City financial institutions to compare services, interest rates, and fees; and,

WHEREAS, two proposals were received, from Associated Bank and from BMO Bank, and after comparison of the proposals, it was determined that the banks had comparable rates but the interest rate percentage and term from BMO was better for the City.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to change financial institutions for the above listed accounts to BMO Bank effective as of June 1, 2019, or as soon after as the paperwork can be completed but no later than June 14, 2019.

BE IT FURTHER RESOLVED, the City chooses the option to pay the service fees and earn interest on the deposits in order to maximize net earnings so the Clerk-Treasurer/Finance Director is authorized to complete the necessary budget amendments for the increased fees and increased interest.

Alderperson Henricks moved, Alderperson Fischer seconded, to approve Resolution 58-19.

| RESULT: | CARRIED - VOICE VOTE |
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**Resolution No. 59-19:** Request from Langlade County Regarding Waiving Permit Fees Related to the Development of a Women's Sober Living Facility

WHEREAS, Langlade County, in conjunction with North Central Health Care, is in the process of identifying potential sites for the creation of a Women's Sober Living Facility; and,

WHEREAS, the City, County and North Central Health Care (NCHC) are working collaboratively for the establishment of such a facility to meet the demand for support services of this nature; and

WHEREAS, once a final site is identified, remodeling of any existing buildings, including any newly required construction, will result in certain fees from the City in the form of application, building permit or similarly related items; and,

WHEREAS, it is in the City's best interest to assure that the development of the Sober Living Facility by Langlade County and NCHC continues to serve the community as projected; and,

WHEREAS, Langlade County has requested that the City waive any fees associated with such permits; and,

WHEREAS, it was the suggestion of the Director of Administrative Services that any permit or associated fee amounts be deducted from the overall City balance for joint City/County projects as established by Council relating to the CDBG RLF Close program.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, that any application, building permit or similarly related City fees associated with the development of a Women's Sober Living Facility by Langlade County be waived with the corresponding amounts to be deducted from the City's portion of their commitment to joint City/County projects as identified during the CDBG RLF Close program process.

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| **RESULT:** | **CARRIED [UNANIMOUS]** |
| **MOVER:** | Reinhardt Balcerzak, Ward 8 |
| **SECONDER:** | Tim Kassis, Ward 3 |
| **AYES:** | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks |

**Resolution No. 60-19:** City's Budgetary Obligation for up to $150,000 based upon a Matching Commitment by Langlade County for the Development of a Women's Sober Living Facility in Antigo

WHEREAS, Langlade County, in conjunction with North Central Health Care, is in the process of identifying potential sites for the creation of a Woman's Sober Living Facility; and,

WHEREAS, the City, County and North Central Health Care (NCHC) are working collaboratively for the establishment of such a facility to meet the demand for support services of this nature; and

WHEREAS, Langlade County has already approved a Resolution for a financial commitment of up to $150,000 for the development of such a facility based on the premise of an equal pledge from the City of Antigo; and,

WHEREAS, it is in the City's best interest to assure that the development of the Women's Sober Living Facility, by Langlade County and NCHC, advances in order to serve the community as projected; and,

WHEREAS, NCHC is currently engaged in fund raising efforts in order to address their financial commitment to the project; and,

WHEREAS, it is the recommendation of the Director of Administrative Services that the City commit a matching amount of up to $150,000 to establish a Woman's Sober Living Facility in Antigo from the previously established Council amount of $300,000 towards joint City/County projects as identified by Council during the Community Development Block Grant Revolving Loan Fund (CDBG RLF) Close Program discussions.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, that an amount up to $150,000 from the $300,000 previously identified during the CDBG RLF Close Program discussions be established as equal matching funds to the $150,000 established by Langlade County Resolution for the development of a Woman's Sober Living Facility.

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| **RESULT:** | **CARRIED [UNANIMOUS]** |
| **MOVER:** | Sandra Fischer, Ward 2 |
| **SECONDER:** | Barb Rebstock, Ward 1 |
| **AYES:** | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks |

**ORDINANCES**

**Ordinance No. 1314B**: Ordinance Creating Section 2-888 of the Municipal Code of the City of Antigo Regarding Hotel/Motel Room Tax Commission

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Reinhardt Balcerzak, Ward 8 |
| **SECONDER:** | Tim Kassis, Ward 3 |
| **AYES:** | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks |

## APPOINTMENT

1. Appointment of David West and Tom Quinlan to Hotel/Motel Room Tax Commission

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| **RESULT:** | **CARRIED [UNANIMOUS]** |
| **MOVER:** | Tim Kassis, Ward 3 |
| **SECONDER:** | Reinhardt Balcerzak, Ward 8 |
| **AYES:** | Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks |

## LICENSES

Mobile Home Camp/Park License for Thomas A. and Sherry B. Light/Forrest Avenue Mobile Home Park (Contingent Upon Inspections)

Alderperson Balcerzak moved, Alderperson Bugni seconded, to approve the Mobile Home Camp/Park License for Thomas A. and Sherry B. Light/Forrest Avenue Mobile Home Park (contingent upon inspections).

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

Mobile Home Camp/Park License for Corsica MH Holdings, LLC (Contingent Upon Inspections)

Alderperson Kassis moved, Alderperson Balcerzak seconded, to approve the Mobile Home Camp/Park License for Corsica MH Holdings, LLC at 1601 Tenth Avenue (contingent upon inspections).

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

Approve Agent Change for Wal-Mart Stores East, LP Licenses Effective July 1, 2019 ~ New Agent William R. Shier, Jr.

Alderperson Bugni moved, Alderperson Henricks seconded, to approve new agent William R. Shier, Jr. for Wal-Mart Stores East, LP licenses effective July 1, 2019.

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

Approve Agent Change for Fleet Farm Group, LLC Licenses at 2511 Neva Road and 2505 Neva Road Effective July 1, 2019 ~ New Agent Tyler James Kopetsky

Alderperson LeBrun moved, Alderperson Fischer seconded, to approve new agent Tyler James Kopetsky for Fleet Farm Group, LLC licenses at 2511 Neva Road and 2505 Neva Road effective July 1, 2019.

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

## MISCELLANEOUS BUSINESS

## PAYMENT OF BILLS

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

1. Direct Deposits for May 3, 17 and 31 2019 Payrolls

2. Huntington Bank Account Payable Check Nos. 70240-70576

3. Self-Funding Health Insurance Check Nos. 2005-2006

4. Block Grant Revolving Loan Check Nos. 3563-3566

## COMMITTEE REFERRALS

Alderperson Kassis noted concerns with complaints on garbage in the City and referred the following to the Finance, Personnel, and Legislative Committee: Investigate the possibility of bidding out and contracting with a waste hauler to pick-up residential garbage in the City of Antigo. The cost of the pick-up to be spread out among the City residential property owners and added to either real estate tax bills or utility bill. Whatever the City determines the best option.

Upon inquiry, Charley Brinkmeier, Land Surveyor/Project Manager, noted the Gowan Street project is substantially completed and the final payment is being worked on.

Alderperson Henricks referred discussion of safety issues on Western Avenue when going south and the possibility of striping a center line to the Public Works Committee.

Alderperson Bugni noted he attended another Langlade County meeting where the wheel tax was discussed. He said the issue was tabled for the County to work with the City and townships.

**ADJOURNMENT**

Alderperson Kassis moved, Alderperson LeBrun seconded, to adjourn at 6:12 p.m. Carried.

Approved:

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Tom Bauknecht, Alderperson, Ward 4

Attest:

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Clerk - Treasurer