

CITY OF ANTIGO
COMMON COUNCIL
JULY 13, 2022

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	
Joel Wagner	Ward 6	Present	
Glenn Bugni	Ward 7	Present	
Reinhardt Balcerzak	Ward 8	Excused	
Scott Henricks	Ward 9	Present	
Bill Brandt	Mayor	Present	

Department Managers in attendance were: Kaye Matucheski, Clerk-Treasurer/Finance Director; Daniel Duley, Police Chief; Kirk Packard, Street Commissioner; James Pike, Communication and Technology Supervisor; Jon Petroskey, Fire 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; Jeanne Jensen, Deputy Clerk-Treasurer; Angie Close, Langlade County Economic Development Corporation; Carol Arndt; and for a portion of the meeting, Corey Smith; Linda Vollmar; Trent Geurts; Chad Ashbeck; Kira Ashbeck; Norbert Ashbeck; Renee Krueger; and Anne Ashbeck.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

During the moment of silent meditation, Mayor Brandt asked that everyone remember former City employee Jack Grabowsky who has passed away.

APPROVAL OF MINUTES

1. Approval of the Minutes from the June 8, 2022 Meeting

Aldersperson Bugni moved, Aldersperson Wagner seconded, to approve the June 8, 2022, Council Minutes.

RESULT: CARRIED - VOICE VOTE

PRESENTATION

1. Fire Department Promotion - Swearing-in of Chad Ashbeck to Lieutenant

Jon Petroskey, Fire Chief, noted Chad Ashbeck started working for the City of Antigo in 1990 and went full time in 1995.

Kaye Matucheski, Clerk-Treasurer/Finance Director, swore in new Fire Lieutenant Chad Ashbeck and Chad's daughter Kira Ashbeck pinned his badge on.

Mayor Brandt congratulated Lieutenant Ashbeck.

2. Scott Sternhagen, CliftonLarsenAllen LLP - Presentation of the 2021 Financial Statement

Mayor Brandt noted Scott Sternhagen had a family emergency so the presentation of the 2021 Financial Statement is being pulled from this agenda and will be presented at the August 2022 Council meeting.

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:	Joel Wagner, Ward 6
SECONDER:	Glenn Bugni, Ward 7
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Wagner, Bugni, Henricks
EXCUSED:	Reinhardt Balcerzak

CONSENT AGENDA RESOLUTIONS

Resolution No. 66-22: Increase Credit Card Limit from \$2,000 to \$5,000 for Director of Administrative Services, Building Inspector/Zoning Administrator, Street Commissioner, Fire Chief, Parks, Recreation & Cemetery Director, Assistant Fire Chief, and Fire Department Secretary

WHEREAS, the City currently has 16 employees that are authorized for credit cards with a limit of either \$1,000 or \$2,000; and,

WHEREAS, if a purchase is higher than this, there may need to be several credit cards used for a purchase which is happening more frequently due to rising prices so there is a request to increase the spending limit on some cards to \$5,000; and,

WHEREAS, even with a higher spending limit, employees will still need to follow the City's purchasing policy and will still be responsible for the charge if a credit card receipt is not submitted.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the spending limit on the following credit cards to be increased to \$5,000: Director of Administrative Services, Building Inspector/Zoning Administrator, Street Commissioner, Fire Chief, Parks, Recreation & Cemetery Director, Assistant Fire Chief, and Fire Department Secretary.

BE IT FURTHER RESOLVED, the Clerk-Treasurer/Finance Director is authorized to increase the credit card limit for other cards upon request of the employee with the approval of the Director of Administrative Services.

Resolution No. 67-22: Provide Advance Funding for the Library Solar Project Until Grant Received by Library Foundation

WHEREAS, the Antigo Public Library received a grant through the Library Foundation to install solar panels on the library; and,

WHEREAS, the grant is a reimbursable grant which means the grant funds will be received after the project is complete; and,

WHEREAS, neither the Library nor the Foundation have the funds available to pay for the project and wait for reimbursement until the end so the City will need to advance the funds and be reimbursed when the grant is received; and,

WHEREAS, if the grant funds are not received for some reason, the Foundation and Library agreed to reimburse the City by other means and have signed a Memorandum of Understanding for this repayment.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the City advancing funds up to the grant amount of \$229,540 for the Library Solar Project with the Library and Foundation agreeing to reimburse the City when the project is complete.

Resolution No. 68-22: Transfer the Remaining Fund Balance from the Facade Grant Program to the Downtown Mural Program as being Implemented by Antigo Visual Arts

WHEREAS, after the final remaining projects authorized under the Downtown Façade Grant program have been completed and the accounting of reimbursement to the individual business owners accomplished; and,

WHEREAS, the remaining balance in this account amounted to \$4,289.74 of unexpended funds; and,

WHEREAS, Council previously approved Resolution #123-20 providing \$5,000 for the start-up of a Downtown Mural program in coordination with Antigo Visual Arts to bring additional vibrancy to the corridor; and,

WHEREAS, it is recommended that the remaining Façade Grant funds totaling \$4,289.74 be added to the Downtown Mural Program to assure its continued progress.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to transfer the remaining Downtown Façade Grant fund balance of \$4,289.74 to the Downtown Mural program as being accomplished in coordination with Antigo Visual Arts.

Resolution No. 69-22: Conversion/Disposition of Available Leave Time of Represented Employees That Have Been Promoted to Exempt Employee as a result of Promotions for the Assistant Fire Chief and Police Captain Positions

WHEREAS, the promotions of Kyle Rustick to that of Police Captain and Corey Smith to that of Assistant Fire Chief require a coordination of benefits resulting from their transition as bargaining unit represented employees to that of exempt employees; and,

WHEREAS, the transitional impacts to sick leave, vacation, compensatory and perfect attendance leave balances needed to be addressed in a fair and equitable manner; and,

WHEREAS, the attached document was presented by the Director of Administrative Services to the Finance, Personnel, & Legislative Committee at their June 15, 2022 meeting and subsequently approved.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the coordination of benefits for Police Captain Kyle Rustick and Assistant Fire Chief Corey Smith according to the attached document.

BE IT FURTHER RESOLVED, that the attached document become part of their personnel file records for the memorialization of the recommended benefit transitions.

Resolution No. 70-22: Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement in the Amount of \$357,500 for Lead Service Line Replacement

WHEREAS, the City of Antigo (the "Municipality") wishes to undertake a project to replace private lead service lines at residences, pre k-12 schools and licensed and/or certified daycare centers, identified as DNR No. 4754-12 (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 \$357,500 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-Treasurer/Finance Director 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 Forgiven Financial Assistance Agreement is incorporated herein by this reference.

Resolution No. 71-22: Revisions to Resolution 123-20 Addressing Project Cost Sharing for the Downtown Mural Program as being Implemented by Antigo Visual Arts

WHEREAS, Council Resolution 123-20 dated June 9, 2020 established the parameters for a Downtown Mural program to be completed in coordination with the Antigo Visual Arts; and,

WHEREAS, the parameters allowed for the formulation of a “pilot” effort for the placement of murals onto the facades of various buildings within the Downtown corridor; and,

WHEREAS, the initial Resolution provided \$5,000 from the City’s Façade Grant program envisioning the placement of the artwork at a cost share of 50% by the City for an amount up to \$1,000 per location; and,

WHEREAS, Council is also considering the addition of the remaining Façade Grant program funds totaling \$4,289.74 be added to the initial \$5,000 “pilot” funding to the Downtown Mural Program to assure its continued progress; and,

WHEREAS, to-date the program has accomplished the placement of two murals with a third project nearing completion and a fourth project ready to be submitted for consideration to the Public Arts Committee; and,

WHEREAS, the Director of Administrative Services recommends that the City’s contributions be revised to include funding of 75% (in an amount not to exceed \$1,800) based upon the experiences and success with Antigo Visual Arts and downtown business owners so far.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to revise Resolution #123-20 to allow for 75% of the individual eligible costs for an authorized mural (in an amount not to exceed \$1,800) from the former Downtown Façade Grant program to be utilized in conjunction with the efforts of the Antigo Visual Arts group.

BE IT FURTHER RESOLVED, that the revised funding change of 75% in an amount not to exceed \$1,800 be extended to the current mural being completed for placement on the east side of the Thrivent building located at 711 Fifth Avenue.

CONSENT AGENDA COMMUNICATIONS

Department Manager Reports

Mayor Appointments to Public Arts Committee - Mark Desotell and Tim Kassis

NEW BUSINESS

RESOLUTIONS

Resolution No. 72-22: Waive the Event Permit Fee and Insurance for a Fundraising Carnival for the Wright Place (contingent upon approval by the Park, Cemetery and Recreation Commission at its July 11, 2022 meeting)

WHEREAS, various organizations request approval to waive insurance and event fees for community events using the following criteria with the understanding that not all insurance waiver requests will be granted due to the best interests of the City of Antigo:

- ☐ The event has occurred in the past with similar usage requests as in prior years.
- ☐ The event is open to the public and community at no charge and offers either an education experience for attendees or a remembrance or memorialization for those within our community.
- ☐ The picnic or event recognizes volunteers that have participated in a community service project.
- ☐ The organization or group is not creating a profit from the event. If funds are raised during the event they are invested back into our community and used for various community projects, events, programs or local organizations.

WHEREAS, Jeanne Long and Alycia Fetterly have been working with the City of Antigo to raise funds for sensory and inclusive play equipment, which will be placed in Hudson Street Park, at the Wright Place Playground; and,

WHEREAS, to date, \$15,000 has been raised; and,

WHEREAS, they are hosting a Carnival at Hudson Street Park (rain location Heinzen Peaceful Valley Pavilion) on Saturday, August 6, 2022 as another fundraising effort for the play equipment; and,

WHEREAS, they are requesting waiver of the Event Permit fee and insurance.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to
approve waiving the event permit fee and insurance for the Wright Place Carnival
Fundraiser for sensory and inclusive play equipment.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Barb Rebstock, Ward 1
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Wagner, Bugni, Henricks
EXCUSED:	Reinhardt Balcerzak

Resolution No. 73-22: Approval to Enter into an Agreement with Northcentral Technical College to Maintain and Use the NTC Ball Field (Fredrickson Field) (contingent upon approval by the Park, Cemetery and Recreation Commission at its July 11, 2022 meeting)

WHEREAS, the City of Antigo currently maintains 6 ball fields (Al Remington Little League, Lake Park, North Clermont, Saratoga North & South, and Senior League) with Kretz Park being leased and maintained by the Antigo Dugout Club; and,

WHEREAS, due to the number of leagues and teams, field availability is an issue; and,

WHEREAS, staff has considered open and available park property for an additional field, and estimated the costs of establishing a field from scratch, but have not found this option feasible; and,

WHEREAS, just off of Forrest Avenue, and across the street from Elmwood Cemetery, North Central Technical College (NTC) has a field, originally created by Al Fredrickson's father; and,

WHEREAS, after discussing with staff, NTC, and City Attorney, Mike Winter, the City will maintain the NTC field and offer it as another option for teams looking to practice and play; and,

WHEREAS, the City would manage reservations for the NTC field the same way as the other ball fields are managed.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to
approve entering in to the attached agreement for the use and management of the North Central Technical College field (a.k.a. Fredrickson Field).

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Scott Henricks, Ward 9
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Wagner, Bugni, Henricks
EXCUSED:	Reinhardt Balcerzak

Resolution No. 74-22: Approval to Allow Langlade County Fair, Inc. to Utilize the City's Registration/Reservation Software for Camp Susan at an Annual Cost of \$500 Plus Processing Fees (contingent upon approval by the Park, Cemetery and Recreation Commission at its July 11, 2022 meeting)

WHEREAS, the City of Antigo has online registration software which is utilized for registrations, reservations, and accepting donations; and,

WHEREAS, programs and/or activities that are not coordinated by the City are promoted through the software in the same manner as city programs, which allows the public to be aware of local opportunities, and register for various programs; and,

WHEREAS, allowing other community groups and organizations the opportunity to utilize the online registration/reservation software has been beneficial to both our community groups as well as the City of Antigo; and,

WHEREAS, Langlade County Fair, Inc. (Fair) would like to utilize the software to accept reservations for Camp Susan; and,

WHEREAS, Fair would pay the City of Antigo \$500 annually to utilize the software and also any processing fees associated with any transactions.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to allow Langlade County Fair, Inc. to utilize the City's registration/reservation software for Camp Susan Reservations for an annual fee of \$500 plus any processing fees.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Joel Wagner, Ward 6
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Wagner, Bugni, Henricks
EXCUSED:	Reinhardt Balcerzak

ORDINANCES

Ordinance No. 1335B: Ordinance Amending Section 38-265 of the Municipal Code of the City of Antigo

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Barb Rebstock, Ward 1
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Wagner, Bugni, Henricks
EXCUSED:	Reinhardt Balcerzak

LICENSES

Approve "Class B" Fermented Malt Beverage and Intoxicating Liquor, Amusement Device, and Dance Hall Licenses for CT Lamkin LLC, Christopher Lamkin, Agent, located at 517 Superior Street ~ Current Licenses Being Relinquished by David and Charlene Bauknecht Partnership (Contingent Upon Completion of Inspections)

Aldersperson Bauknecht moved, Aldersperson Kassis seconded, to approve the licenses for CT Lamkin, LLC at 517 Superior Street.

RESULT:	CARRIED - VOICE VOTE
---------	----------------------

MOTIONS

1. Arbor Day Proclamation

Aldersperson Bugni moved, Aldersperson Henricks seconded, to approve the Arbor Day Proclamation.

RESULT:	CARRIED - VOICE VOTE
---------	----------------------

MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Barb Rebstock, Ward 1
SECONDER:	Tim Kassis, Ward 3
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Wagner, Bugni, Henricks
EXCUSED:	Reinhardt Balcerzak

- 1. Direct Deposits for June 10 and 24, 2022 Payrolls
- 2. BMO Bank Accounts Payable Check Nos. 77510 - 77705
- 3. Self-Funding Health Insurance Check No. 2090
- 4. Block Grant Revolving Loan Check No. 3706

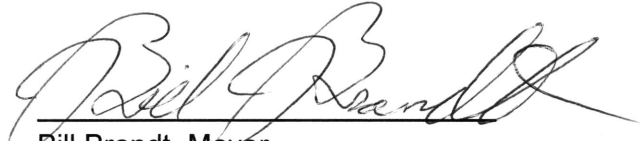
COMMITTEE REFERRALS

Aldersperson Bugni commented on the people outside and wondered about giving them an update of where the City is in the process on the housing development. Mayor Brandt referred an update on the housing development to the August 2022 Finance, Personnel, and Legislative Committee meeting.

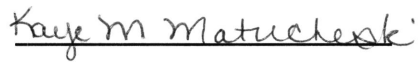
ADJOURNMENT

Aldersperson Bugni moved, Aldersperson Bauknecht seconded, to adjourn at 6:12 p.m. Carried.

Approved:


Bill Brandt, Mayor

Attest:



Clerk - Treasurer