

CITY OF ANTIGO
COMMON COUNCIL
JULY 14, 2021

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	Excused	
Tom Bauknecht	Ward 4	Present	
Carol Feller Gottard	Ward 5	Absent	
Joel Wagner	Ward 6	Present	
Glenn Bugni	Ward 7	Present	
Reinhardt Balcerzak	Ward 8	Present	
Scott Henricks	Ward 9	Present	
Bill Brandt	Mayor	Present	

Department Managers in attendance were: Mark Desotell, Director of Administrative Services; Kirk Packard, Street Commissioner; James Pike, Communication and Technology Supervisor; Jon Petroskey, Fire Chief; Roger Musolff, Building Inspector/Zoning Administrator; and Sarah Repp, Parks, Recreation, and Cemetery Director.

Others in attendance were: Jeanne Jensen, Deputy Clerk-Treasurer

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the June 9, 2021 Meeting
- Aldersperson Bugni moved, Aldersperson Rebstock seconded, to approve the June 9, 2021, Common Council Minutes.

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:	Reinhardt Balcerzak, Ward 8
AYES:	Rebstock, Fischer, Bauknecht, Wagner, Bugni, Balcerzak, Henricks
ABSENT:	Carol Feller Gottard
EXCUSED:	Tim Kassis

CONSENT AGENDA RESOLUTIONS

- Resolution No. 67-21:** Approving Bid from Fabick Cat to Paint Grader for Street Department
- WHEREAS, the Street Commissioner sought bids to paint Grader #2 as the plan is to keep this grader in the department's fleet for a while; and,
- WHEREAS, the graders are utilized in sand/salt spreading in the winter months which will cause rust issues if left untreated; and,
- WHEREAS, two bids were received; however, one cannot be considered as it was not sent through Vendor Registry and was e-mailed past the deadline; and,

WHEREAS, Fabick Cat bid \$15,000 which the Street Commissioner believes to be a fair bid and advantageous to the City as they work on large equipment.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the bid by Fabick Cat in the amount of \$15,000 for painting Grader #2 with funding derived from the Public Works Street Machinery operating budget.

Resolution No. 68-21: Allowing Early Hiring in Clerk-Treasurer's Office and Eliminating Lead Office Assistant Position

WHEREAS, the Clerk-Treasurer's Office will have an open position in the Fall of 2021 as an employee is transferring to the Street Department; and,

WHEREAS, whenever there is a vacancy the job descriptions are reviewed for changes and this description was just reviewed a few years ago so the only change being requested is removing the Lead Office Assistant portion of the job, renaming it Clerk Administrative Assistant, and making all three assistant positions in the office at the same level; and,

WHEREAS, due to the job duties of this position with agendas, meetings, minutes, elections, etc. the Finance, Personnel & Legislative Committee approved hiring early so the new person can train with the departing employee for four weeks to capture an entire month's meeting cycle; and,

WHEREAS, the additional funding for hiring early would come from the Clerk and Enterprise Funds operating budgets.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to eliminate the Lead Office Assistant portion of the job description and change the name to Clerk Administrative Assistant.

BE IT FURTHER RESOLVED, the recruiting process will begin immediately with the anticipated hiring date of September 1, 2021, to overlap with the current employee for training and any costs would be derived from the Clerk and Enterprise Funds operating budgets.

Resolution No. 69-21: Cleaning Contract for City Hall, Fire Department, and Street Department with Antigo Building Maintenance

WHEREAS, the City has had the same cleaning company since City Hall opened 25 years ago and there has never been a contract in place; and,

WHEREAS, the price has not increased over the years so there has been less services performed as to the amount of cleaning and time spent at City Hall; and,

WHEREAS, a request for proposals was advertised and the only bid was from the current provider, Antigo Building Maintenance, with an increase for the daily cleaning and charges for the additional cleaning throughout the year; and,

WHEREAS, staff feels the contract should include the monthly cleaning and any specialty cleaning should have an hourly charge and the City can order the services as needed; and,

WHEREAS, the proposal includes City Hall, Fire Department, and Street Department for cleaning services with the new contract setting the expectations for the services provided.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the cleaning contract with Antigo Building Maintenance (copy included) for the following:

City Hall Cleaning (per schedule)	\$2,200 per month
Specialty Cleaning at the City's Request	\$24 per hour/per employee
Street Department Cleaning (per schedule)	\$ 638 per month
Specialty Cleaning at the City's Request	\$24 per hour/per employee
Fire Department Cleaning (no daily services)	
Specialty Cleaning at the City's Request	\$24 per hour/per employee

BE IT FURTHER RESOLVED, the fees will be charged to each department's operating budget with any shortfall in the general city operating budget to be taken from the contingency fund with the Clerk-Treasurer/Finance Director authorized to complete the necessary budget adjustments.

Resolution No. 70-21: Approving the Bid from Pember Companies for the Construction of a New Sanitary Sewer Pipe over Springbrook Creek Near the Corner of Tenth Avenue and Clermont Street

WHEREAS, during recent testing the sanitary sewer pipe over Springbrook Creek near Tenth Avenue and Clermont Street was found to be faulty; and,

WHEREAS, engineering plans were completed and bids were taken to repair the pipe with the bids opened on June 9, 2021; and,

WHEREAS, Pember Companies was the low bid at \$136,302.90; and,

WHEREAS, the funding for the project will be derived from the Sanitary Sewer Slip Lining and the bond funds that were not expended on the Fifth Ave reconstruction project in 2020.

NOW THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to accept the bid from Pember Companies for \$136,302.90 for construction of a new sanitary sewer pipe over Springbrook Creek near the corner of Tenth Avenue and Clermont Street.

BE IT FURTHER RESOLVED, the funding will be derived from the Sanitary Sewer Slip Lining budgeted funds and unexpended bond funds.

CONSENT AGENDA COMMUNICATIONS

Proclaiming June 11, 2021 to be Celebrated as Arbor Day

Department Manager Reports

NEW BUSINESS

ORDINANCES

Ordinance No. 1323B: Ordinance Amending Section 2-39 of the Municipal Code of the City of Antigo Regarding Library Board and Housing Authority Board Per Diem

Aldersperson Henricks moved, Aldersperson Wagner seconded, to allow Alderspersons Rebstock and Balcerzak to abstain from voting on Ordinance No. 1323B as they serve on the Board's affected by the per diem pay implementation. Carried.

RESULT:	ADOPTED [5 TO 0]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Sandra Fischer, Ward 2
AYES:	Fischer, Bauknecht, Wagner, Bugni, Henricks
ABSTAIN:	Barb Rebstock, Reinhardt Balcerzak
ABSENT:	Carol Feller Gottard
EXCUSED:	Tim Kassis

MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

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

1. Direct Deposits for June 11 and 25, 2021 Payrolls
2. BMO Bank Accounts Payable Check Nos. 75294-75492
3. Self-Funding Health Insurance Check Nos. 2062-2063
4. Block Grant Revolving Loan Check Nos. 3680-3681

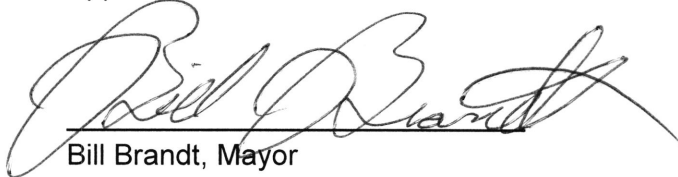
COMMITTEE REFERRALS

Upon inquiry by Alderperson Rebstock, Mayor Brandt noted the per diem payments approved by Ordinance No. 1323B will include payment for attendance at Library Committee and Library Foundation meetings that an Alderperson serves on.

ADJOURNMENT

Alderperson Bugni moved, Alderperson Henricks seconded, to adjourn at 6:07 p.m. Carried.

Approved:


Bill Brandt, Mayor

Attest:

Kay M Matuckeski

Clerk - Treasurer