

**CITY OF ANTIGO
COMMON COUNCIL
SEPTEMBER 11, 2024**

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	
Bill Brandt	Ward 2	Present	
Tim Kassis	Ward 3	Remote	
Mary Hayes	Ward 4	Remote	
Mark Edwards	Ward 5	Present	
Joel Wagner	Ward 6	Present	
Glenn Bugni	Ward 7	Present	
Reinhardt Balcerzak	Ward 8	Present	
Scott Henricks	Ward 9	Present	
Thomas C. Bauknecht	Mayor	Present	

Department Managers in attendance were: Karin Derauf, City Administrator; Kaye Matucheski, Clerk-Treasurer/Finance Director; Daniel Duley, Police Chief; Kirk Packard, Street Commissioner; Corey Smith, 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; Shannon Smith, Administrative Clerical Assistant; Danny Spatchek, Antigo Daily Journal; Angie Close, Langlade County Economic Development Corporation; Julio Herrera, Los Magueyes, Inc.; H. Herrera; Dillon Gretzinger and Tammy Walrath, Boys and Girls Club of the Northwoods; and Ron Pizl, Nathan Doherty, Austin Perkins, and TJ Beck, Antigo Fire Department.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from August 14, 2024 Meeting

Aldersperson Brandt moved, Aldersperson Henricks seconded, to approve the August 14, 2024, Council Minutes.

RESULT:	CARRIED - VOICE VOTE
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PRESENTATION

1. Recognition of Life Saving Effort by Three Department Members on a 911 Call

Corey Smith, Fire Chief, gave recognition of life saving effort by three department members (TJ Beck, Austin Perkins, and Nathan Doherty) on a 911 call. Chief Smith asked Daniel Duley, Police Chief, to also pass along thanks to the police officers (Joseph Husnick and Levi Barske) that performed the initial CPR.

2. Langlade County Economic Development Presentation

Angie Close, Langlade County Economic Development Corporation, addressed Council noting copies of the presentation and annual report are included in the Council packets. She explained the Corporation is a 501c3 funded by the City, Langlade County, and grants. She thanked Council for their continued support of economic development. She gave an overview of the information included in the packet. She reviewed the four strategic pillars and focus areas of the Corporation. An investment of \$75,000 is received from the City. She reviewed the 2024 improvement goals.

Aldersperson Bugni recognized Ms. Close as a real leader in the community and thanked her for all her efforts.

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.

COMMITTEE REPORTS

Alderson Bugni reported on the Library Taskforce explaining that Roy Dieck has replaced Carol McDougal as a County representative and Mary Hayes has been appointed to replace Thomas Bauknecht as a City representative. He noted a review of the Joint Library Agreement has been completed, waiting for final cost on financial services provided to the Library by the City. Toni Edge, Interim Library Director, provided the Taskforce with a review of changes and updates for the Library including some changes in the Library hours and a tour of the Library. The City of Antigo petitioned to be exempt from the Library taxation so City residents are not double taxed. The next meeting will be October 15 at 4:00 p.m. at the Library.

Upon inquiry by Alderson Wagner, Alderson Bugni noted the weather siren ad hoc committee is still looking for grants as the City does not have the money available so there is nothing new to report at this time.

CONSENT AGENDA

Mayor Bauknecht explained the process for roll call votes to remote attendees Aldersons Kassis and Hayes.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Brandt, Ward 2
SECONDER:	Scott Henricks, Ward 9
AYES:	Hayes, Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak, Henricks

CONSENT AGENDA RESOLUTIONS

Resolution No. 80-24: Portable Safety Barrier Purchase with Funding Coming From \$5,000 CVMIC Safety Grant and Remaining Balance of \$16,089.50 From Undesignated Capital Improvement Fund

WHEREAS, Antigo Police Department has identified a crowd control issue specific to our parades in the downtown area, where the pedestrians are crowding the parade vehicles and floats creating a safety hazard; and,

WHEREAS, I am proposing a solution of purchasing 235 portable safety barriers that would create a continuous barrier along the parade route, specifically on 5th Avenue from Superior Street to Edison Street. The barriers would be yellow in color, 8'6" long each and interlock with each other to create the continuous barrier on the north and south side of 5th Avenue; and,

WHEREAS, the street department has been involved in the conversation about the barriers and is willing to place the barriers when needed. The street department is looking into the purchase of a trailer for hauling the barriers; and,

WHEREAS, I envision the barriers would be useful in other events throughout the city, such as our K9 demonstrations to create a safe area; and,

WHEREAS, the cost of the barricades is quoted at \$85.50 each, with a total cost for 235 barriers at \$20,092.50 + \$997.00 shipping for a total cost of \$21,089.50; and,

WHEREAS, the funding would come through a \$5,000 CVMIC safety grant with the remaining balance of \$16,089.50 coming from the undesignated capital improvement fund.

WHEREAS, the purchase has been approved by the Finance, Personnel, Legislative and Public Works Committees.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo to purchase 235 safety barriers from ULINE for a total cost of \$21,089.50.

Resolution No. 81-24: Accept Wisconsin Public Service Foundation Grant of \$1,000.00 and Use Funds to Purchase a Fire Suppression Tool at a cost of \$1,000.00.

WHEREAS, Antigo Police Department applied for a grant through the Wisconsin Public Service Foundation for \$1000.00 to purchase a Fire Suppression Tool; and,

WHEREAS, Antigo Police Department has been notified that we have been approved for the grant; and,

WHEREAS, The Fire Suppression Tool is a small portable device that can be thrown by an officer into a structure fire to suppress the fire until the fire department arrives.

Antigo Police Department has three Fire Suppression Tools that were previously donated. This additional purchase would equip another squad with the tool.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo to accept the Wisconsin Public Service Foundation Grant of \$1000.00 and purchase one Fire Suppression Tool at a cost of \$1000.00 with the grant money.

Resolution No. 82-24: Approval to Allow Department Manager or Appropriate Designee To Authorize Waiver of Event/Street Use Permit Fees and Shelter/Facility/Trailer Fees for Events Meeting Certain Criteria

WHEREAS, we currently have criteria for waiving Event/Street Use Permits and Shelter/Trailer Fees.

- The event is open to the public and community at no charge and offers either an educational experience for attendees, or a remembrance or memorializing 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.
- School District utilizes facility Monday-Friday, and event end time is prior to 3pm; and,

WHEREAS, the current process requires commission and/or committee approval, and also council approval; and

WHEREAS, allowing Department Managers or Authorized Designee to waive Event/Street Permit fees and Shelter/Trailer Fees if the Event meets the criteria will allow for a more streamlined process.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to authorize Department Manager or Authorized Designee to waive the fees for shelter/facility/trailer requests and Event/Street Use Permits if they meet the above criteria.

Resolution No. 83-24: Fourth Avenue Amendment for Staking and Construction Administration Assistance From Ayres & Associates Not to Exceed \$12,500 Without Prior Approval

WHEREAS, the City of Antigo has contracted with Ayres & Associates (Ayres) for engineering services for the Fourth Avenue construction project; and,

WHEREAS, during the process of securing engineering services with Ayres, the construction administration and construction staking were not included within the scope of the contract; and,

WHEREAS, staff has requested those services from Ayres to be completed during the construction process; and,

WHEREAS, Ayres has estimated the cost of the requested services to be \$12,350.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to include in the contract with Ayres & Associates the additional services for construction administration and construction staking for a maximum cost of \$12,500.

BE IT FURTHER RESOLVED, the funding will be derived from the Street Construction Capital Equipment/Improvement Funds, Sanitary Sewer Utility, Water Utility and the Storm Water Utility accounts.

Resolution No. 84-24: Increase the Per Diem Paid to Citizen Board of Review Members to \$50

WHEREAS, there are two citizen members of the Board of Review for the City of Antigo and they receive a per diem of \$30 per day; and,

WHEREAS, this per diem has not been increased in many years and these members attend the Board of Review during the day and need to miss work; and,

WHEREAS, requirements for the Board of Review have changed such that more training is required and these members have been committed to serving the City on this Board.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to increase the Board of Review per diem to \$50 for the two citizen members effective immediately with the funds to be derived from the Board of Review budgeted funds.

Resolution No. 85-24: Carry Forwards for 2023 to 2024 That Were Missed on the End of Year List for Capital Equipment/Improvement Funds

WHEREAS, the City budgets items in the Capital Equipment/Improvement Plan (CIP) that may not be spent in the current year as there may be funds being built up to purchase equipment or complete a project and these funds are carried forward each year until there are enough funds to complete the acquisition; and,

WHEREAS, when the 2023 Carry Forwards to 2024 were completed, two were missed on the list including Aerial/Ortho Mapping for \$10,000 and Faust Dam Improvements for \$20,000; and,

WHEREAS, the funds would have diverted to the CIP Undesignated Fund Balance at the end of the year so that is the funding source for this request.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Carry Forwards of \$10,000 for Aerial/Ortho Mapping and \$20,000 for Faust Dam Improvements with the funds to be derived from the CIP undesignated fund balance.

CONSENT AGENDA COMMUNICATIONS

Department Managers Reports

CONSENT AGENDA PROCLAMATION

1. Proclamation Declaring April as Fair Housing Month

NEW BUSINESS

PETITIONS

1. Petition Requesting an Ordinance Establishing Term Limits of Eight Years for the Elected Positions of Mayor and Alderpersons and then a Six Year Break Retroactive to January 1, 2016

Kaye Matucheski, Clerk-Treasurer/Finance Director, explained a petition was received and it can be approved exactly as written or rejected and then it will go as a binding referendum question on the April 2025 ballot.

Alderman Bugni commented he looked at the petition and found it interesting that it is retroactive to 2016 which could affect about 70% of the current Council members. He stated he feels it discriminates against current Alderpersons and wonders if this represents a political move to remove people that have been voted in overwhelmingly by their constituents. If approved, this petition will circumvent the current voting process that has worked. If Alderpersons are not doing their job, they will not be reelected. He noted even limiting terms can be an issue because sometimes the City does not have anyone run. Alderman Bugni stated he personally paid for advertising when he ran for Alderman. Upon inquiry by Alderman Bugni to Alderman Edwards he confirmed that he (Alderman Edwards) did not have to pay for any of his advertising when he ran for Alderman as it was paid for by the Langlade County Republican Party.

Upon inquiry by Alderman Brandt, Michael Winter, City Attorney, reported the retroactive date is likely valid based on his consultation with League staff attorneys. Alderman Brandt commented citizens did not feel term limits were necessary in 2016, how can we in 2024 speak for citizens in 2016. Attorney Winter commented on the Alderpersons vested rights to serve/complete their terms. Attorney Winter stated Council can not make modifications to the petition, changes can be made with subsequent petitions.

Alderman Balcerzak noted he has been on Council since 2003 and always does the best he can for the City.

Alderman Wagner commented that this does not sit right with him.

Motion to Reject the Petition.

RESULT:	CARRIED [8 TO 1]
MOVER:	Bill Brandt, Ward 2
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Hayes, Rebstock, Brandt, Kassis, Wagner, Bugni, Balcerzak, Henricks
NAYS:	Mark Edwards

RESOLUTIONS

Resolution No. 86-24: Part-Time Janitorial Cleaning Services Position

WHEREAS, the City of Antigo has historically contracted for janitorial cleaning services with Antigo Building Maintenance LLC, to clean City Hall and the Public Works Department Street Shop, and,

WHEREAS, said cleaning services company has provided proper notification of termination of services due to retirement of the company owner effective October 1, 2024; and,

WHEREAS, City Staff identified the opportunity to review and analyze the need for a part-time janitorial cleaning services position; and,

WHEREAS, the part-time janitorial cleaning services position will start at a rate of \$20.66 per hour or \$22,290.06 annually commencing on October 1, 2024, saving the city \$11,765.94 annually.

NOW, THEREFORE, BE IT RESOLVED BY COMMON COUNCIL, City of Antigo, to approve the part-time janitorial cleaning services position at a starting annual wage of \$22,290.06 to commence on October 1, 2024.

Karin Derauf, City Administrator, reviewed information from the packet noting this will include City Hall and the Street Shop. The City would have an \$11,765 savings switching from contractual services to a part time employee. The contractual service will end at the end of September 2024. The current contractor is willing to sell his janitorial items kept at City Hall to the City. He is currently putting an inventory of supplies and prices together.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Joel Wagner, Ward 6
AYES:	Hayes, Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak, Henricks

Resolution No. 87-24: Full-Time Human Resources Director-Safety Program Coordinator Position

WHEREAS, The City of Antigo currently has a Human Resources / Payroll Specialist position and a request from City Council to create a Human Resources Director position coupled with a Safety Program Coordinator position that the city had in the past; and,

WHEREAS, City Staff solicited surrounding municipalities and obtained and analyzed comparative information regarding duties and wage compensation for the position of Human Resources Director, and;

WHEREAS, the determined competitive wage for the Human Resources Director / Safety Program Coordinator position will commence at the first full pay period of January 2025, at Grade 10, Step 5 of the city's exempt employee pay matrix, or beginning wage of \$76,151.74 annually; and

WHEREAS, payroll functions are to be removed from the Human Resources duties and moved to the Finance Department as a separate position and the Human Resources / Payroll Specialist position will be eliminated.

NOW, THEREFORE, BE IT RESOLVED BY COMMON COUNCIL, City of Antigo, to approve the full-time Human Resources Director / Safety Program Coordinator position at a starting annual wage of \$76,151.74 to commence on the first full pay period of January 2025.

Alderperson Brandt asked that this resolution go back to Committee until the City can look at the budget and see if there will be money available or if duties can be combined and then look if the City can afford to add a new position. He commented he does not think the Safety Program Coordinator portion will be that difficult once it is initially set up.

Alderson Brandt moved, Alderson Henricks seconded, to refer Resolution Nos. 87-24 and 88-24 back to Committee until the City has a better idea what the financial situation is.

Ms. Derauf noted this was a Council directive so she followed through on it but is happy to review further.

Alderson Kassis commented that he thinks it is an important position and advocated for it in the beginning but questioned if the City really needs a part time finance position. He noted he still feels it is important to establish the Human Resource position as a department head.

Ms. Derauf noted there are some ancillary duties such as back up to payroll and backup to the Finance Director for insurance.

Upon inquiry by Ms. Matucheski, these resolutions will be referred to the Committee of the Whole meeting to be the same night as the October Council meeting.

Ms. Derauf asked that if any of the Aldersons want any changes or have any questions to please contact her.

Motion to Refer Discussion of Resolution Nos. 87-24 and 88-24 to the Committee of the Whole Meeting the night of the October Common Council Meeting

RESULT:	CARRIED - VOICE VOTE
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Resolution No. 88-24: Part-Time Administrative Assistant Finance Position

WHEREAS, the City of Antigo currently has five and one-half (5.5) personnel positions in the Finance Department with the Human Resources Specialist also performing payroll duties; and,

WHEREAS, there is a Council request for a full-time Human Resources Director position coupled with the Safety Program Coordinator Position resulting in payroll duties being removed from the human resources personnel duties, and;

WHEREAS, to maintain the five and one-half (5.5) personnel positions within the Finance Department, a Part-Time Administrative Assistant Finance position is being added to provide finance services for payable/receivables, utility billing, and other ancillary finance duties; and

WHEREAS, the part-time Administrative Assistant Finance position will commence on the first full pay period of January 2025, at a beginning rate of \$20.87 per hour or \$22,188.40 annually.

NOW, THEREFORE, BE IT RESOLVED BY COMMON COUNCIL, City of Antigo, to approve the part-time Administrative Assistant Finance position at a beginning rate of \$20.87 per hour or an annual wage of \$22,188.40.

Referred to the October Committee of the Whole meeting the night of the October Council meeting along with Resolution No. 87-24.

LICENSES

"Class B" Beer/Fermented Malt Beverage and Intoxicating Liquor and Dance Hall Licenses for Los Magueyes, Inc., Julio Herrera, Agent, dba Los Magueyes Mexican Restaurant located at 410 Hwy 64 (Contingent Upon Completion of Inspections)

Alderson Bugni moved, Alderson Wagner seconded, to approve the licenses for Los Magueyes, Inc., Julio Herrera, Agent, contingent upon completion of inspections.

RESULT:	CARRIED - VOICE VOTE
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Approve Agent Change for Kwik Trip, Inc. (Kwik Trip #1143 located at 815 S Superior Street)
"Class A" Beer/Fermented Malt Beverage and Intoxicating Liquor Cider Only and Cigarette Licenses ~ New Agent Michelle M. Waldvogel

Alderson Wagner moved, Alderson Bugni seconded, to approve the agent change for Kwik Trip, Inc. - new agent Michelle M. Waldvogel.

RESULT:	CARRIED - VOICE VOTE
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"Class B" Beer/Fermented Malt Beverage and Intoxicating Liquor, Amusement Device, and Dance Hall Licenses for James H. Reif dba Reif's Bar located at 2018 Neva Road (Contingent Upon Completion of Inspections)

Alderson Brandt moved, Alderson Bugni seconded, to approve the licenses for James H. Reif dba Reif's Bar contingent upon completion of inspections.

RESULT:	CARRIED - VOICE VOTE
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Approve Agent Change for Growmark, Inc. (dba Insight FS / FS Fast Stop at 2300 Neva Road) Class "A" Beer/Fermented Malt Beverage and Cigarette Licenses ~ New Agent James E. Ullman II

Aldersperson Henricks moved, Aldersperson Balcerzak seconded, to approve the agent change for Growmark, Inc. - new agent James E. Ullman II.

RESULT:	CARRIED - VOICE VOTE
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ORDINANCES

Ordinance No. 1369B: Correct Ordinance 18-433 for Insurance to Increase Aggregate Limit to \$2,000,000

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Barb Rebstock, Ward 1
AYES:	Hayes, Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak, Henricks

Ordinance No. 1370B: Correct Ordinance 14-1573(c) for Insurance to Increase Aggregate Limit to \$2,000,000

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Henricks, Ward 9
SECONDER:	Glenn Bugni, Ward 7
AYES:	Hayes, Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak, Henricks

Ordinance No. 1371B: Correct Ordinance 18-490 for Insurance to Increase Aggregate Limit to \$2,000,000

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joel Wagner, Ward 6
SECONDER:	Barb Rebstock, Ward 1
AYES:	Hayes, Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak, Henricks

MOTIONS

None.

CLOSED SESSION

1. Closed Session: Pursuant to Section 19.85(1)(g), Wisconsin Statutes, and Upon Proper Motion, 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 to consider an appeal for the denial of a claim by the Insurance Review Committee. 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 Wagner seconded, that the Common Council convene into closed session in accordance with Section 19.85(1)(g), Wisconsin Statutes, to consider an appeal for the denial of a claim by the Insurance Review Committee at 7:14 p.m.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Joel Wagner, Ward 6
AYES:	Hayes, Rebstock, Brandt, Kassis, Edwards, Wagner, Bugni, Balcerzak, Henricks

Upon completion of discussion in closed session, a motion was made and carried to reconvene into open session at 7:56 p.m. to act on matters discussed, if necessary, and to proceed with the regular order of business.

No action was taken on the closed session discussion.

MISCELLANEOUS BUSINESS**PAYMENT OF BILLS**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Joel Wagner, Ward 6
SECONDER:	Glenn Bugni, Ward 7
AYES:	Hayes, Rebstock, Brandt, Edwards, Wagner, Bugni, Balcerzak, Henricks
AWAY:	Tim Kassis

1. BMO Bank Accounts Payable Check Nos. 82384-82525
2. Direct Deposit for August 2, August 16, and August 30, 2024 Payrolls
3. Self-Funding Health Insurance Check Nos. 2148-2149
4. Block Grant Revolving Loan Check Nos. 3769-3771

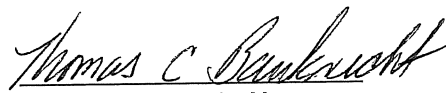
COMMITTEE REFERRALS

There were no committee referrals.

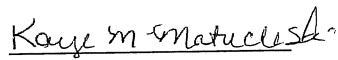
ADJOURNMENT

Aldersperson Bugni moved, Aldersperson Wagner seconded, to adjourn at 7:59 p.m. Carried.

Approved:


Thomas C. Bauknecht, Mayor

Attest:



Clerk - Treasurer