CITY OF ANTIGO

COMMON COUNCIL

SEPTEMBER 12, 2018

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	
Rick LeBrun	Ward 6	Present	
Glenn Bugni	Ward 7	Present	
Reinhardt Balcerzak	Ward 8	Present	
Scott Henricks	Ward 9	Present	
Bill Brandt	Mayor	Present	

2. Additional Attendance

Department Managers in attendance were: Mark Desotell, Director of Administrative Services; Kaye Matucheski, Clerk-Treasurer/Finance Director; Kirk Packard, Street Commissioner; Jon Petroskey, Fire Chief; Roger Musolff, Building Inspector/Zoning Administrator; Sarah Repp, Parks, Recreation, and Cemetery Director; and Dominic Frandrup, Library Director.

Others in attendance were: Michael Winter, City Attorney; Jeanne Jensen, Deputy Clerk-Treasurer; Lisa Haefs, Antigo Daily Journal; Angie Close, Langlade County Economic Development Corporation; Pete Pennington and Gordon Neve, ATV; Bob Zoretich, Langlade County Humane Society; Corie Zelazoski, Boys and Girls Club of Langlade County; and Jeff Marciniak.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the August 8, 2018 Meeting

Alderperson Bugni moved, Alderperson LeBrun seconded, to approve the August 8, 2018, Council Minutes.

RESULT:	**CARRIED - VOICE VOTE**

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:	Glenn Bugni, Ward 7
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

CONSENT AGENDA RESOLUTIONS

Resolution No. 82-18: Approval of Operator's License for Amanda Wild and Jody Kinney

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that an Operator's License be issued to Amanda Wild and Jody Kinney pursuant to payment of fees.

Resolution No. 83-18: Sprinkler Credit for New Home at 345 Mayfair St

WHEREAS, utility customers receive a sprinkler credit on the sewer charges during the summer months for usage over their winter average; and,

WHEREAS, if a new home is built no sprinkler credit is applied as there is no winter average for that address; and,

WHEREAS, the owners of a home being built at 345 Mayfair Street have requested a sprinkler credit for watering their new lawn; and,

WHEREAS, they do not yet occupy the home so any usage is for watering the new lawn so the sewer credit would be for any consumption.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to allow a credit for the sewer portion of the utility bill for 345 Mayfair Street with an amount to be determined after the sprinkler credit period ends and the meter is read.

Resolution No. 84-18: One Week Vacation Time for Human Resource Specialist as an Exempt Position

WHEREAS, it is customary for employees hired into exempt positions be given vacation time upon hire as these positions cannot accrue compensatory time; and,

WHEREAS, the Human Resource Specialist began employment in July, 2018, and the resolution establishing the wage did not include the request to allow vacation of one week; and,

WHEREAS, this will be for the first year of employment as the regular exempt vacation schedule per the employee manual will then apply.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize vacation time of one week for the Human Resource Specialist effective immediately.

BE IT FURTHER RESOLVED, on her first anniversary, the regular exempt vacation schedule per the employee manual will apply.

Resolution No. 85-18: Application for an Entrepreneur Grant as submitted by the Peaceful Valley General Store for 533 Fifth Avenue

WHEREAS, the City of Antigo received an application through the Langlade County Economic Development Corporation for the Downtown Entrepreneur's Grant Program from Marie Sery who is purchasing the Peaceful Valley General Store located at 533 Fifth Avenue and will be updating some mechanical systems and remodeling various store features consistent with their new business plan; and,

WHEREAS, this location is situated immediately adjacent to the established Entrepreneur Grant corridor limits and is in the vicinity of previously approved projects located outside of the originally established map boundaries while meeting all other criteria; and,

WHEREAS, while this business is retaining its identity as the Peaceful Valley General Store the property is being sold and would have closed entirely in the absence of a purchase agreement and consequently is eligible as a vacant building; and,

WHEREAS, the grant request of 25% (in an amount of up to $10,000) will be used for building renovations estimated to be a total of $40,000 of eligible program expenses; and,

WHEREAS, the Langlade County Economic Development Corporation Director reviewed the application and is recommending it's advancement.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Downtown Entrepreneur's Grant for Marie Sery of the Peaceful Valley Genreal Store based on the request to cover 25% of the building renovation costs in a matching amount not to exceed $10,000.

BE IT FURTHER RESOLVED, the grant funds will not be paid, per the program guidelines, until the defined work is completed and that the Peaceful Valley General Store is open for business and has shown paid receipts for the eligible expenses.

Resolution No. 86-18: Application for an Entrepreneur Grant as submitted by Nortec USA, LLC of 525 Fifth Avenue

WHEREAS, the City of Antigo received an application through the Langlade County Economic

Development Corporation for the Downtown Entrepreneur's Grant Program from Dennis and Michelle Pecha of Nortec USA, LLC, located at 525 Fifth Avenue, who will be updating and remodeling various building features consistent with their business plan; and,

WHEREAS, this location is situated adjacent to the established Entrepreneur Grant corridor limits and is in the vicinity of previously approved projects located outside of the originally established map boundaries while meeting all other criteria; and,

WHEREAS, the grant request of 25% (in an amount of up to $2,500) will be used for building renovations estimated to be a total of $10,000 of eligible program expenses; and,

WHEREAS, the Langlade County Economic Development Corporation Director reviewed the application and is recommending it's advancement.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Downtown Entrepreneur's Grant for Dennis and Michelle Pecha of Nortec USA, LLC based on the request to cover 25% of the building renovation costs in a matching amount not to exceed $2,500.

BE IT FURTHER RESOLVED, the grant funds will not be paid, per the program guidelines, until the defined work is completed and that Nortec USA, LLC is open for business and has shown paid receipts for the eligible expenses.

Resolution No. 87-18: Application for an Entrepreneur Grant as submitted by Alexander Mark of 'I Stitch & Print' at 729 Fifth Avenue

WHEREAS, the City of Antigo received an application through the Langlade County Economic Development Corporation for the Downtown Entrepreneur's Grant Program from Alexander Mark of 'I Stitch & Print', located at 729 Fifth Avenue, who will be updating/remodeling various building features and installing production equipment consistent with their business plan; and,

WHEREAS, this location is situated within the established Entrepreneur Grant corridor limits while meeting all other criteria; and,

WHEREAS, the grant request of 25% (in an amount of up to $25,000) will be used for building renovations and production equipment purchases estimated to be a total of more than $100,000 of eligible program expenses; and,

WHEREAS, the Langlade County Economic Development Corporation Director reviewed the application and is recommending it's advancement.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Downtown Entrepreneur's Grant for Alexander Mark of 'I Stitch & Print' based on the request to cover 25% of the building renovation costs in a matching amount not to exceed $25,000.

BE IT FURTHER RESOLVED, the grant funds will not be paid, per the program guidelines, until the defined work is completed and 'I Stich & Print' is open for business and has shown paid receipts for the eligible expenses.

Resolution No. 88-18: Fire Department Chaplain Program

WHEREAS, Chaplains have been involved for many years in fire departments and have proven to be very beneficial to the profession; and,

WHEREAS, the Antigo Fire Department has researched starting a volunteer Chaplain Program for the purpose of providing spiritual and emotional support to all members of the department, their families, and members of the public; and,

WHEREAS, the chaplain is a volunteer position with no compensation for services and will be selected through a religiously neutral process as established by the Fire Department; and,

WHEREAS, the cost for implementing the program is minimal and the current training and uniform budgeted funds will be utilized for any costs.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the establishment of a volunteer Chaplain Program for the Antigo Fire Department effective immediately.

BE IT FURTHER RESOLVED, the minimal cost for this program will be derived from currently budgeted funds.

Resolution No. 89-18: Job Description Updates for the Street Department Working Supervisor Position

WHEREAS, when a position becomes vacant within the City, the job description for that position is typically reviewed and updated before filling the created opening; and,

WHEREAS, the Working Supervisor position in the Street Department was vacated in August of 2018 by the promotion of Kirk Packard to the position of Street Commissioner resulting in the job description being updated based on the current departmental needs; and,

WHEREAS, the new position is being identified as a Street Department Working Supervisor compensated at the hourly rate of Class 2 + $1.50.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the attached updated job description for the Working Supervisor position within the Street Department.

CONSENT AGENDA COMMUNICATIONS

Department Head Reports

NEW BUSINESS

RESOLUTIONS

Resolution No. 90-18: Amend Agriculture Lease with Jeff & Patrick Marciniak to Extend the Term Until January 1, 2024 and Change the Payment Due Dates

WHEREAS, on April 1, 2016, Jeff and Patrick Marciniak entered into an agriculture lease for the land located along Highway 64 and Hogan Street with the lease expiring on January 1, 2020; and,

WHEREAS, Mr. Jeff Marciniak has advised the land needs a significant amount of lime applied to it which he will do at no cost to the City but he has requested a four-year extension to the lease in order to recoup his investment; and,

WHEREAS, he has also requested a change to the payment terms allowing for one-half the payment to be due on the last day of April and one-half the payment due on the last day of November each year to better align with cash flow.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to extend the Agriculture Lease with Jeff and Patrick Marciniak to expire on January 1, 2024.

BE IT FURTHER RESOLVED, the payment terms are amended to one-half the payment due on the last day of April and one-half the payment due on the last day of November each year.

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

Resolution No. 91-18: Amendment #2 to the State Municipal Agreement with the Wisconsin Department of Transportation as Requested by Cedar Corporation for Additional Eighth Avenue Bridge Design Oversight Funding

WHEREAS, Cedar Corporation acts as the third-party Management Consultant (MC) for the Wisconsin Department of Transportation (WisDOT) to provide oversight of the design process for the Eighth Avenue Bridge over Springbrook Creek; and,

WHEREAS, Cedar Corporation has requested an additional $3,000 for their MC services along with an estimated additional $2,000 for WisDOT oversight based on changes to the project scope; and,

WHEREAS, it is noted that the City's selected bridge design engineer, Ayres Associates, has provided the actual design scope changes at no additional cost to the City; and,

WHEREAS, the Director of Administrative Services for the City of Antigo has negotiated, with Dennis Mack of Cedar Corporation, a reduction to the original request for additional design oversight funds to an amount not to exceed $5,000 combined.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to enter into a revised State Maintenance Agreement (Addendum #2) providing an additional amount of $5,000 for the design oversight of the Eighth Avenue Bridge over Springbrook Creek authorizing the Mayor to endorse the revised document once Amendment #2 is received from WisDOT.

Upon inquiry by Alderperson Bauknecht, Mark Desotell, Director of Administrative Services, explained there is a change in scope so the design had to be amended. He noted he did talk with one of our legislators to follow up.

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

ORDINANCES

Ordinance No. 1306B: Ordinance Amending Article V in Section 38 of the Municipal Code of the City of Antigo to create Division 3. ALL-TERRAIN VEHICLES AND UTILITY-TERRAIN VEHICLES ACCESS TO ATV/UTV ROUTES Sections 38-388 to 38-394

Upon inquiry by Alderperson Fischer, Mr. Desotell noted there is not a night time limit but something can be added if it is found to be necessary.

Upon inquiry by Alderperson Feller Gottard, Mr. Desotell explained that they can drive from their homes to the closest designated route but not just ride around casually in the City.

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

PERMITS

1. Approving Street Closure of 400 & 500 Block of Field Street on September 29, 2018 for Eli's Unite and Fight 1K-5K-10K Run/Walk Event

Alderperson Kassis moved, Alderperson Henricks seconded, to approve the street closure of 400 and 500 block of Field Street on September 29, 2018 for Eli's Unite and Fight 1K-5K-10K Run/Walk event. Carried.

RESULT:	**CARRIED - VOICE VOTE**

MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Tim Kassis, Ward 3
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

1. Direct Deposits for August 10 and 24, 2018 Payrolls
2. Huntington Bank Account Payable Check Nos. 68547-68747
3. Self-Funding Health Insurance Check Nos. 1981-1982
4. Block Grant Revolving Loan Check Nos. 3537-3538

COMMITTEE REFERRALS

There were no referrals.

ADJOURNMENT

Alderperson Bugni moved, Alderperson Balcerzak seconded, to adjourn at 6:13 p.m. Carried.

Approved:

Bill Brandt, Mayor

Attest:

Clerk - Treasurer