

CITY OF ANTIGO
COMMON COUNCIL
SEPTEMBER 13, 2017

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; Robert Piskula, Street Commissioner; James Pike, Communication and Technology Supervisor; Jon Petroskey, Fire Chief; Roger Musolff, Building Inspector/Zoning Administrator; Charley Brinkmeier, Land Surveyor/Project Manager; 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; Scott Martin, MSA Professional Services; Angie Close, Langlade County Economic Development Corporation; and Dave Kuhr, Antigo High School.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the August 9, 2017, Meeting

Aldersperson Bugni moved, Aldersperson Kassis seconded, to approve the August 9, 2017, 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:	Glenn Bugni, Ward 7
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

CONSENT AGENDA RESOLUTIONS

Resolution No. 81-17: Approval of Operator Licenses for Terry Gott, Roxeann Stenseth, and Mollie DeHart

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that an Operator's License be issued to Terry Gott, Roxeann Stenseth, and Mollie DeHart pursuant to payment of fees.

Resolution No. 82-17: Approve 2019 and 2020 Liability Insurance Premium Quotes from Cities and Villages Mutual Insurance Company

WHEREAS, Cities and Villages Mutual Insurance Company (CVMIC) provides the liability insurance pricing in the third year of the commitment so the City will have renewal premiums before the budget process; and,

WHEREAS, the 2018 premium pricing previously provided is \$38,463 with a \$25,000 self-insured retention (SIR); and,

WHEREAS, the quoted premiums for 2019 and 2020 are \$38,474 and \$39,245, respectively, for the \$25,000 SIR; and,

WHEREAS, increasing the SIR to the next level of \$37,500 results in very minimal cost savings so the recommendation is to renew at the current SIR.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to renew the CVMIC Liability Insurance Policy for 2019 and 2020 at a \$25,000 SIR with the quoted premium of \$38,474 and \$39,245, respectively.

BE IT FURTHER RESOLVED, the premium will be divided between all operating budgets based on the percentage of exposure.

Resolution No. 83-17: Waive Sewer Charge of \$97.68 for 717 Seventh Avenue

WHEREAS, the property owner at 717 Seventh Avenue has requested a credit for the sewer charges incurred in January, 2017, as the high usage was determined to be from a broken outside faucet; and,

WHEREAS, the City was unable to verify the water did not enter the sewer system as the request was not received until August, 2017; however, there was no usage at the house the month before the high usage and only one unit used the month after; and,

WHEREAS, when the water does not enter the sewer system, it is past practice to allow a credit for the sewer portion of the bill that is over the average usage and in this case the amount of the credit would be \$97.68.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize a credit of \$97.68 for the sewer portion of the January, 2017, bill for the property at 717 Seventh Avenue.

Resolution No. 84-17: Revisions to Downtown Entrepreneur's Grant

WHEREAS, the City of Antigo, the Langlade County Economic Development Corporation and CoVantage Credit Union worked collaboratively to create a Downtown Entrepreneur's Grant Program initially funding the effort with \$25,000 each for a total of \$75,000 designated towards the attraction of new business owners interested in utilizing vacant storefronts; and,

WHEREAS, the original grant program allowed for financial assistance (25% in an amount of up to \$15,000) towards eligible expenses regardless of being a tenant or building owner; and,

WHEREAS, the Langlade County Economic Development Corporation Director and the City's Director of Administrative Services worked together in an effort to advance opportunities for entrepreneur's desiring to utilize this program; and,

WHEREAS, it was determined that while both the tenant and owner relationships are important to the economic vitality of the Downtown corridor that a greater financial incentive should be provided to those entrepreneur's taking on the ownership of a Downtown building consequently demonstrating a strong commitment towards the longevity of the business.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to revise the Downtown Entrepreneur's Grant Program based on the following

language revision:

The program is based on a reimbursement system at a rate of 25% of eligible expenses up to a grant maximum of \$25,000 for those purchasing a vacant building and up to a grant maximum of \$10,000 for those renting/leasing a retail space.

Resolution No. 85-17: Professional Services Agreement with MSA Professionals for Design and Construction Oversight Services along Gowan Road (10th Ave. to Springbrook Creek) & Field Street (7th Ave. to 8th Ave.)

WHEREAS, The City of Antigo is the recipient of a Wisconsin Department of Administration (WDOA) Community Development Block Grant in the amount of \$500,000 of Public Facilities (CDBG-PF) funds for the reconstruction of Gowan Road (10th Ave. to Springbrook Creek) and Field Street (7th Ave. to 8th Ave.); and,

WHEREAS, these funds will be utilized alongside a \$385,000 Wisconsin Department of Transportation (WisDOT) Local Road Improvement Program Municipal Street Improvement Discretionary (LRIP/MSID) grant program matched by local funds for an estimated \$1,585,000 roadway reconstruction program in 2018; and,

WHEREAS, the design of the project must be initiated in 2017 in order to be ready to solicit contractor bidding in the early spring of 2018 for the completion of the roadway reconstruction work to be completed in 2018; and,

WHEREAS, staff solicited the assistance of MSA Professional Engineering Services (MSA) for the completion of the design services in 2017/18 in the lump sum amount of \$112,700 and for the construction oversight services in 2018 in the estimated amount of \$127,300 for meeting project requirements; and,

WHEREAS, MSA has successfully completed similar efforts on the City's behalf in the past (most recently for a CDBG-PF project in 2015 and for a WisDOT TEA project in 2017) and has demonstrated past technical abilities, familiarity with state agency requirements, performed similar work for other municipal clients and have presented a negotiated price for their services.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to waive the bidding requirements under the Exception to Bidding Requirements of the City's Purchasing Policy (Section #4 Professional Service – Qualification Based) and to approve a Professional Services Agreement in a lump sum amount of \$112,700 for design engineering services and for an estimated \$127,300 in construction oversight services with MSA Professional Engineering Services in conjunction with the WDOA's CDBG-PF and WisDOT's LRIP/MSID requirements with funding being derived from the City's 2017/18 Engineering (EDI Street Construction Program) category of the Capital Improvement budget.

Resolution No. 86-17: Professional Services Agreement with MSA Professionals for Completion of an Environmental Review Report along Gowan Road (10th Ave. to Springbrook Creek) & Field Street (7th Ave. to 8th Ave.)

WHEREAS, The City of Antigo is the recipient of a Wisconsin Department of Administration (WDOA) Community Development Block Grant in the amount of \$500,000 of Public Facilities (CDBG-PF) funds for the reconstruction of Gowan Road (10th Ave. to Springbrook Creek) and Field Street (7th Ave. to 8th Ave.); and,

WHEREAS, these funds will be utilized alongside a \$385,000 Wisconsin Department of Transportation (WisDOT) Local Road Improvement Program Municipal Street Improvement Discretionary (LRIP/MSID) grant program matched by local funds for an estimated \$1,585,000 roadway reconstruction program in 2018; and,

WHEREAS, the requirements of the WDOA's CDBG-PF grant call for the preparation of an Environmental Review Record according to 24 CFR Part 58; and,

WHEREAS, staff solicited the assistance of MSA Professional Engineering Services (MSA) for the submittal of the environmental documents at a cost not-to-exceed \$4,500 for meeting the submittal deadline; and,

WHEREAS, MSA has successfully completed similar efforts on the City's behalf in the past (most recently for a CDBG-PF project in 2015) and has demonstrated past

technical abilities, familiarity with state agency requirements, performed similar work for other municipal clients and have presented a competitive price for their services.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to waive the bidding requirements under the Exception to Bidding Requirements of the City's Purchasing Policy (Section #4 Professional Service – Qualification Based) and to approve a Professional Services Agreement in an amount not-to-exceed \$4,500 with MSA Professional Engineering Services for the completion of an Environmental Review Report in conjunction with the WDOA's CDBG-PF requirements with funding being derived from the City's 2017 Engineering (EDI Street Construction Program) category of the Capital Improvement budget.

Resolution No. 87-17: Acceptance of Award Documentation for a \$500,000 Wisconsin Department of Administration Community Development Block Grant - Public Facilities Grant for Gowan Road & Field Street Projects

WHEREAS, the City of Antigo received a Project Award and Pre-Agreement Requirements letter from the Wisconsin Department of Administration (WDOA) dated July 28, 2017 indicating that the City was selected to receive a Community Development Block Grant for Public Facilities in an amount of up to \$500,000; and

WHEREAS, the subject letter provided a list of submittal documents that must accompany the City's Acceptance of the Award response within 45 days of the above identified date; and,

WHEREAS, in signing the Acceptance of Award document, the City agrees to consult with WDOA communications staff prior to making any public announcement regarding the award; and,

WHEREAS, the Mayor, Director of Administrative Services, Clerk-Treasurer and the Langlade County Economic Development Director shall act as authorized persons for signing this Acceptance, Resolutions and supporting documents to bind the City of Antigo on whose behalf they are executing these documents.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to authorize staff to complete the Acceptance of Award and to forward all supporting materials approving the Mayor, Director of Administrative Services, Clerk-Treasurer and the Langlade County Economic Development Director as authorized persons for signing this Acceptance, along with Resolutions and supporting documents on behalf of the City of Antigo.

Resolution No. 88-17: Maintenance Agreement with the Town of Ackley for City Responsibility for a Portion of 5th Avenue from the Centerline of Western Ave. to a Point Located 500 Feet to the West

WHEREAS, The City of Antigo and the Town of Ackley share the maintenance and reconstruction responsibilities for a number of roadways located at the edges of the City limits that jointly serve both City and Town landholders; and,

WHEREAS, the Town of Ackley approached the City of Antigo to share in the resurfacing costs (based on the length of the intermittent jurisdiction of property located within the City limits along the portion of 5th Avenue from Highway 64 to Western Avenue; and,

WHEREAS, the City did not have this project listed on their 5-year project plan and had not budgeted for any work along the corridor in 2017; and,

WHEREAS, the Town of Ackley had prioritized the resurfacing of this corridor within their 2017 budget; and,

WHEREAS, based on the concurrence of leadership from both the Town of Ackley and the City of Antigo it was mutually agreed to have the City of Antigo take over the responsibility of an equivalent amount of roadway from Western Avenue to a point 440 feet west of Western Avenue in terms of maintenance and reconstruction responsibility; and,

WHEREAS, the Town of Ackley would assume the same type of responsibility for those locations further to the west (of the point located 440 feet west of Western Avenue) that consisted of adjacent property within the City of Antigo.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to take

over the maintenance and reconstruction responsibilities of 5th Avenue from the centerline of Western Avenue to a point 440' west with the maintenance and reconstruction responsibilities being relinquished to the Town of Ackley for the remaining portions of 5th Avenue from this point to Highway 64.

Resolution No. 89-17: Temporary Use of City Streets for the 10th Annual Kettle Moraine ATV Association Charity Ride in Coordination with the Antigo Area ATV/UTV Club Scheduled from October 12th thru 15th, 2017

- WHEREAS, The Antigo Area ATV/UTV Club has joined forces with the Kettle Moraine ATV Association to bring their 10th Annual Charity Ride to the City of Antigo and Langlade County; and,
- WHEREAS, the Kettle Moraine ATV Association has previously raised and donated \$85,000 to various charities over the first 9-years of this event and have decided on the Antigo/Langlade area based on available hotel rooms and banquet facilities for their anticipated 200 participants; and,
- WHEREAS, the Antigo Area ATV/UTV Club anticipates the potential of some 150 local riders to participate in the event in support of this year's charity the Make-A-Wish Foundation of Wisconsin; and,
- WHEREAS, local recipients from both the Antigo/Langlade and Kettle Moraine areas have been identified as a Make-A-Wish grant recipients as part of this charity event; and,
- WHEREAS, riders are expected to arrive in Antigo starting on Wednesday, October 11th and departing on Sunday, October 15th and will be staying at local hotels and campgrounds; and,
- WHEREAS, both Clubs have requested the temporary use of the streets in the City of Antigo by ATV/UTV's in support of this charity ride; and,
- WHEREAS, a map (see attached) depicting a north-south route east of Highway 45 defined as Hudson Street/Artic Street/Charlotte Street/Prosser Place and as Deeglise Street west of Highway 45 identifies designated routes of travel with residents being allowed to take the shortest route from their homes to one of these two corridors with Second Avenue or Amron Avenue as the two designated locations for crossing Highway 45; and,
- WHEREAS, these designated routes will only be allowed for use by ATV/UTV's from Thursday, October 12th thru Sunday, October 15th of 2017 in support of this event with riders required to follow the rules of the road as applied to a standard motor vehicle and will supplement the existing hotel connector routes (see attached map) previously approved by Council .

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to allow for the temporary use of ATV/UTV's along the designated routes from Thursday, October 12th thru Sunday October 15th in support of those wishing to participate in this charity event.

CONSENT AGENDA COMMUNICATIONS

Department Manager's Reports

NEW BUSINESS

RESOLUTIONS

Resolution No. 90-17: Downtown Municipal Parking Lot Reconstruction/Expansion East of Post Office and Resurfacing a Portion of the Lot Located South of the Antigo Public Library as 2018 Priorities

- WHEREAS, The need for the reconstruction of the municipal parking lot (located between 5th & 6th Avenues and from the post office to Highway 45) has been demonstrated based on current poor condition and is being planned as the City's #1 parking lot restoration project for 2018; and,

WHEREAS, the need for increasing the number of available parking stalls is evidenced by both the proposed 2018 CoVantage Credit Union expansion project and recent retail activity on the south side of the 700 block of 5th Avenue; and,

WHEREAS, the City owns the vacant lot along Highway 45, located immediately south of Superior Grinding, which presents the opportunity to expand the available parking stalls in this municipal lot by an additional 20 spaces; and,

WHEREAS, the design for the reconstruction will include a raised median separating the major parking areas in the middle of the lot, storm sewer replacement /upgrades, replacement of curb & gutter, pulverization/resurfacing of the existing lot and alley way along with decorative street lighting/landscaping; and,

WHEREAS, staff has also indicated that the portion of the municipal parking lot located immediately south of the Antigo Public Library is also in poor condition and is in the need of pulverization/resurfacing as the City’s second priority for 2018; and,

WHEREAS, the funds to complete these efforts will be derived from the 2017 carryover of the Capital Improvements Program for Engineering under Parking Lots (EDI-13) along with any additional funds to be established in the 2018 budget process.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to prioritize the above mentioned locations as #1 & 2 respectively for the reconstruction of municipal parking lots in the downtown corridor for 2018 and to authorize staff to proceed with the design/bidding of the projects to coincide with an early spring construction date.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Scott Henricks, Ward 9
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

Resolution No. 91-17: Donation of 1/3 Acre Lot to Habitat for Humanity Located at 217 Field Street Subsequent to Demolition by the City of the Existing Tax Reverted Property Previously Destroyed by a House Fire

WHEREAS, The City of Antigo has awarded a bid for the demolition of a home (located at 217 Field Street) previously destroyed by a fire and subsequently obtained by the City through the County tax-reverted property process; and,

WHEREAS, Habitat for Humanity expressed an interest in developing the vacant 1/3 acre parcel once demolition has been completed as a candidate home serving a local client; and,

WHEREAS, Habitat for Humanity is working towards the purchase of the model home constructed by High School students through the Unified School District of Antigo’s home construction program for placement at this location; and,

WHEREAS, the City of Antigo’s demolition contract with Duffek Sand & Gravel only requires the removal of the existing foundation to a level 2’ below the lot’s surface and that Habitat for Humanity has agreed to pay any additional charges directly to the contractor for the complete removal of the foundation to accommodate the proposed new home; and,

WHEREAS, the City of Antigo finds it to be in the public interest to support the goals of the Habitat for Humanity home building program and to increase the value of the vacant lot by the placement of a home on this parcel.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to donate the vacant 1/3 acre lot located at 217 Field Street at a zero dollar (\$0.00) acquisition cost (with the transaction being memorialized by way of this Resolution) to Habitat for Humanity for the placement of a candidate home with any additional foundation removal costs to be the responsibility of the Habitat for Humanity group.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

ORDINANCES

Ordinance No. 1292B: Ordinance Amending Section 22-191 through 22-193 of the Municipal Code of the City of Antigo Regarding Public Nuisance

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Glenn Bugni, Ward 7
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

Ordinance No. 1293B: Ordinance Amending Section 30-99 of the Municipal Code of the City of Antigo Regarding Adoption of Codes

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Barb Rebstock, Ward 1
SECONDER:	Carol Feller Gottard, Ward 5
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

Ordinance No. 1294B: Ordinance Amending the Municipal Code of the City of Antigo so as to Modify Parking Restrictions on the North Side of Ackley Street from Clermont Street to Edison Street

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Barb Rebstock, Ward 1
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

- 1. Direct Deposits for August 11 and 25, 2017 Payrolls
- 2. Huntington Bank Account Payable Check Nos. 66181-66389
- 3. Self-Funding Health Insurance Check Nos. 1939-1942
- 4. Block Grant Revolving Loan Fund Check Nos. 3518-3519

COMMITTEE REFERRALS

There were no committee referrals.

ADJOURNMENT

Aldersperson LeBrun moved, Aldersperson Balcerzak seconded, to adjourn at 6:09 p.m. Carried.

Approved:

Bill Brandt, Mayor

Attest:

Clerk - Treasurer