

**CITY OF ANTIGO
COMMON COUNCIL
OCTOBER 12, 2016**

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
Vacant	Aldersperson, Ward 1	Excused	
Jim Darling	Aldersperson, Ward 2	Present	
Tim Kassis	Aldersperson, Ward 3	Excused	
Tom Bauknecht	Aldersperson, Ward 4	Present	
Carol Feller Gottard	Aldersperson, Ward 5	Present	
Red Turney	Aldersperson, Ward 6	Present	
Glenn Bugni	Aldersperson, Ward 7	Excused	
Reinhardt Balcerzak	Aldersperson, Ward 8	Present	
Dan Bauknecht	Aldersperson, Ward 9	Present	
Bill Brandt	Mayor	Present	

Mayor Brandt excused Alderspersons Kassis and Bugni.

Department Managers in attendance were: Mark Desotell, Director of Administrative Services; Kaye Matucheski, Clerk-Treasurer; Eric Roller, Police Chief/Public Safety Director; Robert Piskula, Street Commissioner; James Pike, Communication and Technology Supervisor; Jon Petroskey, Fire Chief; Roger Musolff, Building Inspector/Zoning Administrator; and Charley Brinkmeier, Land Surveyor/Project Manager.

Others in attendance were: Michael Winter, City Attorney; Jeanne Jensen, Deputy Clerk-Treasurer; Amy Lynch, Human Resource Specialist; and Lindsay Rasmussen, AHS Media Productions.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of Minutes from the September 14, 2016 Common Council and Committee of the Whole meetings

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jim Darling, Aldersperson, Ward 2
SECONDER:	Tom Bauknecht, Aldersperson, Ward 4
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Balcerzak, Bauknecht
EXCUSED:	Tim Kassis, Glenn Bugni

CITIZEN COMMENT

1. Subjects on the Current Agenda
2. Subjects Not on the Current Agenda

There were no individuals wishing to address Council.

UPDATE ON CITIZEN'S REFERRALS FROM PREVIOUS COUNCIL AGENDA

CONSENT AGENDA

Aldersperson Turney pulled Resolution No.'s 84-16 and 86-16 from the Consent Agenda

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Bauknecht, Aldersperson, Ward 4
SECONDER:	Reinhardt Balcerzak, Aldersperson, Ward 8
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Balcerzak, Bauknecht
EXCUSED:	Tim Kassis, Glenn Bugni

CONSENT AGENDA RESOLUTIONS

Resolution No. 80-16: Approval of Operator Licenses for Michael D. Purdun, Toni M. Blaney, and Myra D. Klante

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that an Operator's License be issued to Michael D. Purdun, Toni M. Blaney, and Myra D. Klante pursuant to payment of fees.

Resolution No. 81-16: Approval of Thrivent Financial Event Permit Fee Waiver Request

WHEREAS, the City has received a request from the Mid-Wisconsin Chapter of Thrivent Financial to waive the event permit fee for their Celebration in the Park to be held on September 24, 2016, and

WHEREAS, this event is free to the public with any profits to be donated to the Langlade County 4-H.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize waiving the event permit fee for the Celebration in the Park event on September 24, 2016.

Resolution No. 82-16: Approval of Waive Special Event Permit Fee for Antigo Optimist Annual Halloween Event

WHEREAS, the City has received a request from the Antigo Optimist Club to waive the Special Event Permit Fee for the Annual Halloween Event to be held on October 29, 2016, and

WHEREAS, this event is for the children of the community to gather together at Peaceful Valley Park and celebrate the Halloween holiday and participate in activities.

NOW, THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to authorize waiving the Special Event Permit Fee for the Antigo Optimists Annual Halloween Event on October 29, 2016.

Resolution No. 83-16: Approval of the Three Year Contract with Pyrotechnic Display Inc. for Fireworks

WHEREAS, the City of Antigo is committed to having a Fourth of July celebration, and

WHEREAS, the City of Antigo earmarks 20% of the Hotel/Motel tax for economic development and the committee believes the fireworks celebration would be a good use of these funds, and

WHEREAS, Pyrotechnic Display Inc. has been contracted since 2012 for the fireworks display and presented a show which met with the community's approval and the City is planning to contract with them again for the 2017, 2018, 2019 fireworks display,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, that the City shall utilize \$6,500.00 from the economic development portion of Hotel/Motel tax funds for a fireworks display and \$3,500.00 from the general operating celebrations fund for a total of \$10,000.00 and enter into a three year contract with Pyrotechnic Display (2017, 2018, 2019).

Resolution No. 84-16 has been moved to PULLED FROM CONSENT AGENDA

Resolution No. 85-16: 85-16 : Unused Vacation Extension Request Director of Administrative Services

WHEREAS, the City's policy is that vacation days must be used by the employee's anniversary date, and;

WHEREAS, the City has allowed carrying over vacation time if there are special circumstances not allowing utilization of the time, and;

WHEREAS, with a number of earlier vacation days being cancelled due to specific workload requiring the immediate attention of the Director of Administrative Services there will be twenty-four (24) hours of vacation remaining that he will not be able to utilize prior to his anniversary date.

NOW, THEREFORE BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to allow the Director of Administrative Services to carry over twenty-four (24) vacation hours with the stipulation the days be utilized by December 31, 2016.

Resolution No. 86-16 has been moved to PULLED FROM CONSENT AGENDA

Resolution No. 87-16: Approval of Wage Increase for Mechanic Shop - Lead Worker

WHEREAS, the previous Mechanic's position within the Department of Public Works – Streets/Transportation/Water/Sewer division required minimal oversight of other employees, and

WHEREAS, the Street Commissioner has determined that the operations of the department will be better served if the updated job description includes additional responsibilities including oversight of employees assigned to assist in the shop

and providing teaching and assistance to help other employees expand their knowledge base, and

WHEREAS, the Street Commissioner is recommending that the wage for the new Mechanic Shop – Lead Worker position be raised to that of others in a Lead Worker position,

WHEREAS, the Street Commissioner will modify his proposed 2017 budget accordingly to cover these added costs of approximately \$1,200.

NOW, THEREFORE, IT BE RESOLVED, BY THE COMMON COUNCIL, City of Antigo to approve an increase in the hourly wage of the position of Mechanic Shop – Lead Worker from \$21.09/hour to \$21.65/hour for the remainder of 2016.

BE IT FURTHER RESOLVED, this this position is eligible for any authorized cost-of-living adjustment (COLA) for 2017.

Resolution No. 88-16: Approval Change to Department of Transportation (DOT) Drug/Alcohol Testing & Program Maintenance

WHEREAS, the City currently utilizes Bellin Memorial Hospital to manage our Department of Transportation (DOT) Drug & Alcohol Testing Program which includes testing of the samples, analysis by a Medical Review Officer, sending the random list of names chosen each quarter, and maintaining the results; and,

WHEREAS, Aspirus Langlade Hospital collects our samples, conducts any Breath Alcohol Testing and sends it to Bellin for the City; and,

WHEREAS, Aspirus Langlade Occupational Health now manages all of the City's pre-employment physical testing and the Aspirus Langlade Hospital conducts all of our pre-employment drug testing; and,

WHEREAS, if Aspirus Langlade Occupational Health managed the DOT Drug & Alcohol Testing Program, it would combine all of our pre-employment physicals and drug tests, and DOT Drug & Alcohol Testing under one vendor; and,

WHEREAS, the annual cost increase to the City would be \$55; and,

WHEREAS, staff would prefer to work with Aspirus Langlade Hospital/Occupational Health for all of our needs within similar services offered.

NOW, THEREFORE, IT BE RESOLVED, BY THE COMMON COUNCIL, City of Antigo to approve changing the City's provider to Aspirus Langlade Hospital/Occupational Health for the Program Management of the Department of Transportation Drug & Alcohol Testing Program effective immediately.

Resolution No. 89-16: Approval of MSA Professional Services Agreement for Phosphorus and Thermal Compliance Reporting at the Wastewater Treatment Plant in compliance with the City's WPDES Operating Permit

WHEREAS, the Wisconsin Department of Natural Resources (WDNR) issued a renewal of the Wisconsin Pollutant Discharge Elimination Permit (WPDES) governing the operation of the Antigo Wastewater Treatment Plant effective January 1, 2015 thru December 31, 2019; and,

WHEREAS, the new permit requires a series of compliance dates related to the Water Quality Effluent Limits (WQBEL's) for Total Phosphorus and a Temperature Study Design Proposal; and,

WHEREAS, MSA Professional Services was engaged by staff, based on their knowledge of our system's operating needs, while demonstrating the ability to initiate preliminary discussions with WDNR in order to address these requirements in a cost effective and timely manner; and,

WHEREAS, based on some additional thermal monitoring beyond the initial scope as required by the WDNR and subsequent to MSA's report submittal, the WDNR required that a Dissipative Cooling Study including conductivity measurements be completed in 2016 as well.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve Amendment # 1 to the original Professional Services Agreement as submitted by MSA Professional Services for the above mentioned items as required by the WDNR and amounting to an increased cost of \$6,995 in order to meet the continued parameters of the City's WPDES permit.

BE IT FURTHER RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to utilize existing

funds within the sanitary operating budget to pay for the aforementioned WDNR requirements.

Resolution No. 90-16: Approval of MSA Professional Services Agreement for 2017 Phosphorus Operational Evaluation Report (OER) requirement as outlined by the WDNR as part of the City's WPDES Operating Permit for the Wastewater Treatment Plant

WHEREAS, the Wisconsin Department of Natural Resources (WDNR) issued a renewal of the Wisconsin Pollutant Discharge Elimination Permit (WPDES) governing the operation of the Antigo Wastewater Treatment Plant effective January 1, 2015 thru December 31, 2019; and,

WHEREAS, the new permit requires a series of compliance dates related to the Water Quality Effluent Limits (WQBEL's) for Total Phosphorus and a Temperature Study Design Proposal; and,

WHEREAS, the 2017 requirement calls for the completion and submission of an Operational Evaluation Report (OER); and,

WHEREAS, this step in the process will include identification of the current status regarding any industrial source control measures, chemical pilot testing (with documentation assistance) and final report preparation with submittal to the WDNR.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Professional Services Agreement as submitted by MSA Professional Services for the above mentioned items and as required within the WPDES permit as deliverable during calendar year 2017.

BE IT FURTHER RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to utilize existing funds within the sanitary operating budget to address the aforementioned WDNR requirements.

Resolution No. 91-16: Approval of Professional Services Agreement with North Central Wisconsin Regional Planning Commission for the update of the City's 2005 Comprehensive Plan

WHEREAS, a City's Comprehensive Plan is designed to provide a guide to the physical, social, and economic development of a local unit of government; and,

WHEREAS, the time has come for the City of Antigo to update its existing Comprehensive Plan; and,

WHEREAS, staff requested planning proposals from three sources receiving two written proposals including that from Ayres Associates and the North Central Wisconsin Regional Planning Commission (NCWRPC); and,

WHEREAS, staff reviewed the proposals and recommended the selection of NCWRPC based on the following parameters; and,

1. NCWRPC's familiarity with the region and the surrounding communities
2. NCWRPC's involvement in developing comprehensive plans with Langlade County and the Village of White Lake
3. Closer proximity to the community for travel purposes
4. Familiarity of the Langlade County EDC office and NCWRPC

WHEREAS, the comprehensive planning process is anticipated to be accomplished through a series of public meetings of the Plan Commission and Common Council leading to a final document over the course of the next 12 months; and,

WHEREAS, the projected \$10,000 fee for Professional Services Agreement has already been budgeted in 2016 and slated for carryover of any unexpended balance (estimated to be \$7,500) into the 2017 fiscal year.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to approve a Professional Services Agreement in an amount not-to-exceed \$10,000 with the North Central Wisconsin Regional Planning Commission authorizing them to begin the Comprehensive Plan update process.

CONSENT AGENDA COMMUNICATIONS

Appointment of Alderperson Tom Bauknecht to Public Works to fill vacant position
 Department Manager Report

PULLED FROM CONSENT AGENDA

1. **Motion to:** Approve Resolution No. 84-16

Alderperson T. Bauknecht moved, Alderperson D. Bauknecht seconded, to approve Resolution No. 84-16.

Upon inquiry by Alderperson Turney, Kaye Matucheski, Clerk-Treasurer, explained that Sgt. Reichl was not able to use his vacation because of the situations going on. He is planning on taking his vacation three days after his anniversary date. Although, in case something else were to happen and he is again unable to use his vacation as planned, he is given three months to use it.

Resolution No. 84-16: Approval to Extend Vacation for Sgt. Reichl Beyond Anniversary Date

WHEREAS, under the employee handbook vacation time must be used before your anniversary date and it is not carried over, and;
 WHEREAS, due to the staff shortages in the Police Department from recent incidents, Sgt. Reichl had to cancel a planned vacation and was not able to use his vacation before his anniversary date, and;
 WHEREAS, Sgt. Reichl now has a vacation scheduled for three days after his anniversary date and would like to extend his forty remaining hours to be used on that vacation, and;
 WHEREAS, it is in the best interest of the City to allow this extension as it was to the benefit of the Police Department that Sgt. Reichl canceled his previously planned vacation.
 NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to allow Sgt. Reichl to carry over forty hours of vacation to be used within three months of his anniversary date.

RESULT:	CARRIED - VOICE VOTE
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2. **Motion to:** Approve Resolution No. 86-16

Upon inquiry by Alderperson Turney, Mayor Brandt and Ms. Matucheski explained this resolution is to approve the position not a specific person. Bob Piskula, Street Commissioner, advised that this is an in-house promotion and the employee has already had a probationary period. Mr. Piskula and Mayor Brandt noted that there is a trial time that either the employee or the department head can request the employee to be placed back in the previous position.

Upon inquiry by Alderperson Feller Gottard, Mr. Piskula advised that after the in-house promotions are done whichever position is open, will be filled.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jim Darling, Alderperson, Ward 2
SECONDER:	Reinhardt Balcerzak, Alderperson, Ward 8
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Balcerzak, Bauknecht
EXCUSED:	Tim Kassis, Glenn Bugni

Resolution No. 86-16: Approval of Mechanic Shop - Lead Worker Proposed Job Description

WHEREAS, there was a recent resignation of the Mechanic position within the Department of Public Works (DPW) – Street/Transportation/Water/Sewer division,
 WHEREAS, the Street Commissioner and Human Resource Specialist have created a new and updated job description that more closely reflects the current operational needs and is formatted for internal consistency and the Director of Administrative Services reviewed the final document for approval; and
 WHEREAS, the City is asking an employee in this position to assume more of a leadership role within the Mechanic Shop among the other employees,
 NOW, THEREFORE, IT BE RESOLVED, BY THE COMMON COUNCIL, City of Antigo to approve the attached job description for the position of Mechanic Shop – Lead Worker

NEW BUSINESS

ORDINANCES

Ordinance No. 1281B: Ordinance Amending Section 14-378 of the Municipal Code of the City of Antigo Allowing Craft Distillery and Micro Brewery

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tom Bauknecht, Alderperson, Ward 4
SECONDER:	Dan Bauknecht, Alderperson, Ward 9
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Balcerzak, Bauknecht
EXCUSED:	Tim Kassis, Glenn Bugni

LICENSES

Secondhand Article Dealer License for Eliot Jensen dba Antigo Pickers Paradise located at 808 Fifth Avenue

Alderperson Darling moved, Alderperson T. Bauknecht seconded, to approve the Secondhand Article Dealer License for Eliot Jensen dba Antigo Pickers Paradise located at 808 Fifth Avenue.

RESULT:	CARRIED - VOICE VOTE
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MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jim Darling, Alderperson, Ward 2
SECONDER:	Tom Bauknecht, Alderperson, Ward 4
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Balcerzak, Bauknecht
EXCUSED:	Tim Kassis, Glenn Bugni

- 1. Direct Deposit for September 9 and 23, 2016 Payrolls
- 2. City First Merit Bank Accounts Payable Check Nos. 63824-64049
- 3. Self-Funding Health Insurance Check Nos. 1899-1901
- 4. Block Grant Revolving Loan Fund Check No. 3483-3487

COMMITTEE REFERRALS

Alderperson Darling noted the November Public Works Committee meeting will be held on November 21st due to Thanksgiving.

ADJOURNMENT

Alderperson Balcerzak moved, Alderperson T. Bauknecht seconded, to adjourn at 6:12 p.m. Carried.

Approved:

Bill Brandt, Mayor

Attest:

Clerk - Treasurer