

CITY OF ANTIGO
COMMON COUNCIL
OCTOBER 13, 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	Present	
Tom Bauknecht	Ward 4	Present	
Carol Feller Gottard	Ward 5	Present	
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; Kaye Matucheski, Clerk-Treasurer/Finance Director; Eric Roller, Police Chief/Public Safety Director; Kirk Packard, Street Commissioner; James Pike, Communication and Technology Supervisor; Jon Petroskey, Fire Chief; Roger Musolff, Building Inspector/Zoning Administrator; Charley Brinkmeier, Land Surveyor/Project Manager; Dominic Frandrup, Library Director; and Sarah Repp, Parks, Recreation, and Cemetery Director.

Others in attendance were: Michael Winter, City Attorney; Jeanne Jensen, Deputy Clerk-Treasurer; and for a portion of the meeting, Dave Curran and Taylor Curran.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

A moment of silent meditation was observed with Mayor Brandt asking that Bob Hunter be kept in your prayers. He has been on the Police and Fire Commission for over 40 years as a citizen member.

APPROVAL OF MINUTES

1. Approval of the Minutes from the September 8, 2021 Common Council and Committee of the Whole Meetings

Aldersperson Bugni moved, Aldersperson Bauknecht seconded, to approve the September 8, 2021 Common Council and Committee of the Whole meeting minutes.

RESULT:	CARRIED - VOICE VOTE
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CITIZEN COMMENT

1. Taylor Curran, 1154 Sixth Avenue Regarding Sidewalk Adjacent to His House at Sixth Avenue and Deleglise Street (and Dave Curran, his father)

Taylor Curran, 1154 Sixth Avenue, addressed Council regarding the problems with his sidewalk after the 2017 construction project and continuing. The sidewalk was reground to try and fix it and then part of the sidewalk was redone this year. Three tracks of footprints were in the new concrete as there were only two cones blocking the sidewalk.

City staff agreed that two-thirds of the sidewalk would be torn out and repoured and the footprints would be patched.

Mr. Curran questioned the first pour being two inches lower than the second pour as he expects ponding and freezing. Dave Curran questioned if the City's liable if someone falls.

Pictures of the sidewalk were reviewed. The Currans further expressed concern with not receiving notice of when the concrete was going to be poured, concrete on a vehicle, and the way a City employee treated them.

Taylor asked when the sidewalk issue will be taken care of and wants a date. Mayor Brandt took Taylor's phone number and said he would be in contact with him after talking to the Public Works department.

- 2. Subjects on the Current Agenda
- 3. Subjects Not on the Current Agenda

UPDATE ON CITIZEN'S REFERRALS FROM PREVIOUS COUNCIL AGENDA

None.

CONSENT AGENDA

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Joel Wagner, Ward 6
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Wagner, Bugni, Balcerzak, Henricks

CONSENT AGENDA RESOLUTIONS

Resolution No. 82-21: Approving Payment of \$2,500 for Ruekert and Mielke for Additional Work on the Clermont Street Sanitary Sewer Project for Construction, Staking, and Review Submittals

WHEREAS, the City of Antigo had discovered a leaking sanitary sewer over Springbrook and contracted with Ruekert and Mielke to design plans for a new structure; and

WHEREAS, after bidding the project Ruekert and Mielke has been asked to complete submittal review and construction staking for this project; and,

WHEREAS, Ruekert and Mielke has requested an additional \$2,500 for reviewing shop drawings and construction staking; and

WHEREAS, Ruekert and Mielke has communicated well with the City and Wisconsin Department of Natural Resources during an extremely complex project

NOW THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to accept the agreement for submittal review and construction staking for \$2,500, with the funds derived from the Sanitary Sewer funds.

Resolution No. 83-21: Approving Additional Design Services for Ruekert & Mielke for the Clermont Street Sanitary Sewer Project

WHEREAS, the City of Antigo discovered a leaking sanitary sewer over Springbrook and contracted with Ruekert and Mielke to design plans for a new structure; and,

WHEREAS, during design and required Wisconsin Department of Natural Resource (DNR) approvals, Ruekert and Mielke needed to complete extra design work and consulting time with the City and DNR; and,

WHEREAS, Ruekert and Mielke has requested an additional \$2,500 be added to the design services for a total project amount of \$10,000; and,

WHEREAS, Ruekert and Mielke has communicated well with the City and DNR during an extremely complex project.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the additional \$2,500 design services for a total project amount of \$10,000 by Ruekert and Mielke with the funding derived from the Sanitary Sewer funds.

Resolution No. 84-21: Increase Election Inspectors Wages to a Daily Limit of \$160 - \$190 (Depending on Position) and \$12.50 Per Hour for Training Effective January 1, 2022

WHEREAS, working for elections has become much more complicated in the past few years and the responsibilities of the Election Inspectors has increased tremendously; and,

WHEREAS, Election Inspectors are the people working to provide accurate, transparent elections for the residents of the City of Antigo and training is required of each inspector every year to stay up-to-date with the requirements of the positions; and,

WHEREAS, Election Inspectors wages have not been increased since 2017 at which time the wages were based on \$10.00 per hour with a per day pay of \$130 for Registrars, \$150 for Election Inspectors, and \$165 for Chief Inspectors with the difference being the amount of hours worked and responsibilities for each position; and,

WHEREAS, in order to retain and attract Election Inspectors, staff is requesting an increase in the wages per day to \$160 for Registrars, \$175 for Election Inspectors, and \$190 for Chief Inspectors which is based on \$12.50 per hour which is also the wage to be paid for additional training attended.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to increase the wages of Registrars to \$160, Election Inspectors to \$175, and Chief Inspectors to \$190 effective January 1, 2022 with the funds to be derived from the Elections Operating Budget.

BE IT FURTHER RESOLVED, inspectors will be paid \$12.50 per hour for any additional approved training.

Resolution No. 85-21: Increase Per Hour Wages Effective January 1, 2022 for Regular Part-Time to \$15.00 and Seasonal Employees to \$12.50 (\$13.00 for Nights and Weekends)

WHEREAS, the ability to attract and retain part-time and seasonal employees is more difficult due to the shortage of applicants and the number of jobs available in our area; and,

WHEREAS, staff has recommended increasing the wages of part-time and seasonal employees to be more competitive in attracting top candidates for open positions; and,

WHEREAS, currently regular part-time employees are paid \$13.04 per hour and seasonal employees are paid a starting wage of \$10.00 with \$0.25 increases each year they return to a maximum of \$11.00 and there is a \$0.50 per hour premium pay for nights and weekends; and,

WHEREAS, the request is to increase the regular part-time wages to \$15.00 per hour and seasonal employees to \$12.50 per hour with a night and weekend wage of \$13.00 per hour effective as of January 1, 2022 with a budget impact of approximately \$20,000 for wages and benefits; and,

WHEREAS, the additional \$0.25 per hour for returning each year would be eliminated and the part-time and seasonal employees would be included in the cost-of-living increase as of January 1, 2023.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve a wage increase for regular part-time employees to \$15.00 per hour effective as of January 1, 2022 with funds derived from the employees' department operating budgets.

BE IT FURTHER RESOLVED, seasonal employees wages will increase to \$12.50 per hour with \$13.00 for nights and weekends as of January 1, 2022 with funds derived from the employees' department operating budgets.

BE IT FURTHER RESOLVED, these positions will not be entitled to any other increase except the annual cost-of-living increase given to non-represented employees effective as of January 1, 2023.

Resolution No. 86-21: 2% Cost of Living Wage Increase in 2022 for Exempt and Non-Represented Employees

WHEREAS, Common Council reviews the cost-of-living adjustment for the exempt and non-represented employees as part of the annual budget process; and,

WHEREAS, the Committee of the Whole, at their September 8th meeting, was presented with the initial draft of the City's 2022 budget document including the associated budgetary impacts reflecting a recommended 2.0% wage increase for the above stated employees; and,

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize a cost-of-living increase for the exempt employees of 2.0% effective upon the first payroll of 2022 and for a 2.0% cost-of-living increase for the non-represented employees effective on January 1, 2022.

BE IT FURTHER RESOLVED, the funds needed to implement the cost-of-living increase be derived from each employee's respective fund/department wage accounts.

Resolution No. 87-21: Budget Transfer of \$7,600 for Single Audit Services for 2020 from the Contingency Fund to the General Fund Accounting Line Item

WHEREAS, whenever Federal Funds of \$750,000 or more are expended in a fiscal year from grant funds, the City must complete a Single Audit in addition to the regular audit; and,

WHEREAS, grant funds were expended in 2020 that exceeded \$750,000 so a single audit, in addition to the financial statement, needed to be completed; and,

WHEREAS, the City's auditing firm, CliftonLarsenAllen (CLA), completed this single audit and recently filed the required report at a cost of \$7,600; and,

WHEREAS, when the budget for auditing was done last year, the requirement and the cost for the single audit were unknown so a transfer of funds from the Contingency Fund is needed for this expense.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the Clerk-Treasurer/Finance Director to complete a budget transfer of \$7,600 from the Contingency Fund to the Accounting Line in the General Fund for the single audit expense.

Resolution No. 88-21: Extend Assessment Contract for Maintenance with Associated Appraisal for Assessments Years 2024-2027 at a Cost of \$29,000 per year with an Interim Market Update in Assessment Years 2022-2023 for an Additional \$25,000

WHEREAS, the City has contracted with Associated Appraisal Consultants, Inc. (Associated) for the past several years to conduct assessments of property; and,

WHEREAS, a proposal was received to extend the agreement for the assessment years of 2024-2027 at a cost of \$29,000 as the 2022 and 2023 years have previously been approved for \$27,000; and,

WHEREAS, the City's assessments must be in compliance with Wisconsin Statute 70.05(5) regarding the assessment ratio compared with the equalized value and the City has been out of compliance for two years so a revaluation needs to be completed prior to or during the 2025 assessment year to avoid a State ordered reassessment; and,

WHEREAS, the proposal from Associated includes an Interim Market Update for the 2022-2023 assessment years at a cost of \$25,000 plus incidental costs for postage, etc. with \$12,500 being paid in 2022 and \$12,500 in 2023.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve extending the contract with Associated Appraisal Consultants, Inc. at a cost of \$29,000 for the 2024 – 2027 assessment years with the costs being budgeted in the Assessing Operating Budget each year.

BE IT FURTHER RESOLVED, to approve a contract for an Interim Market Update to be completed in 2022-2023 at a cost of \$25,000 to be budgeted half in 2022 and half in 2023 plus the incidental costs.

Resolution No. 89-21: Professional Services Agreement with Ayres Associates in an Amount of \$251,765 for the Design, Construction Administration and Inspection Associated with a FED EDA Grant Project to Extend Deleglise Street through the Saratoga Industrial Park and a Grant Administration Services Agreement with Langlade County Economic Development Corporation in an Amount not to Exceed \$10,000

WHEREAS, the City received a U.S. Department of Commerce Federal Economic Development Administration (EDA) Investment Grant in the amount of \$941,250 (50% of a \$1,882,500 project) for the extension of Deleglise Street from its north terminus through the Saratoga Industrial Park to Highway 64 (Century Avenue); and,

WHEREAS, a Quality Based Consultant Selection process was conducted according to the EDA guidelines with 4 firms being interviewed and Ayres Associates being

selected as the design, construction administration and inspection engineering company for the project; and,

WHEREAS, according to EDA recommendations, staff from both the City and Ayres Associates met to establish the required Scope of Services to deliver the project to completion including price negotiations for the completion of the project milestones at a fixed amount for design and administration including a projected 840 hours of construction inspection services; and,

WHEREAS, Ayres Associates submitted a Professional Services Agreement in the amount of \$251,765 for the design, grant administration (less that being conducted by the Langlade County Economic Development Corporation), construction administration and construction observation services within the budgeted grant limits for said services; and,

WHEREAS, the Langlade County Economic Development Corporation has submitted a separate Professional Services Agreement for grant administrative services not being completed by Ayres Associates in an amount not to exceed \$10,000.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to approve the attached Professional Services Agreement with Ayres Associates for the completion of the design, limited grant administration, construction administration and construction observation in the amount of \$251,765.

BE IT FURTHER RESOLVED, that the \$10,000 not-to-exceed amount for grant administration services to be completed by the Langlade County Economic Development Corporation, in conjunction with Ayres Associates, be approved as part of the project scope of services as well.

Resolution No. 90-21: Professional Services Agreement with MSA Professional Services for an Acoustic-Style Water Leak Detection Study in the Amount of \$15,900 in Advance of any Water Tower Replacement/Rehabilitation or Well Placement Infrastructure Decisions

WHEREAS, the City previously hired MSA Professional Services (MSA) to conduct a Water System Study for the replacement of the water tower located at the City's treatment plant and the rehabilitation of the City's north water tower located in the City's industrial park; and,

WHEREAS, the study also included a preliminary review of candidate locations for an additional/replacement well for the overall system operations; and,

WHEREAS, during the analysis of the towers and well capacities MSA determined that the reported annual water losses warrant the completion of a Water Leak Detection Study prior to entering into the next phase of any infrastructure upgrades to the tower sites or future well placement decisions; and,

WHEREAS, MSA submitted a Professional Services Agreement in the lump sum amount of \$15,900 for an acoustic-style Water Leak Detection Study to be conducted in the fall of 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to approve the attached Professional Services Agreement between the City of Antigo and MSA Professional Services for the completion of a Water Leak Detection Study.

BE IT FURTHER RESOLVED, that the \$15,900 fee for this assistance be derived from the City's Water Enterprise fund account.

Resolution No. 91-21: Purchase Emergency Medical Services Supply Inventory Program in the Amount of \$4,995 from Silent Partner Technologies

WHEREAS, the City of Antigo Fire Department is in need of a more efficient tracking system for inventory and are requesting to purchase a program for their Emergency Medical Services (EMS) supplies; and,

WHEREAS, the inventory program being recommended, which will use RFID (Radio Frequency Identification) technology to assist with accurate inventory along with tracking expiration dates of medications, is from Silent Partner Technologies with the low

quote of \$4,995; and,

WHEREAS, the funds will be derived from the Ambulance EMS Capital Equipment/Improvement (CIP) funds budgeted for EMS equipment.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the purchase of the RFID inventory program from Silent Partner Technologies for \$4,995 with funds to be derived from the EMS Equipment CIP.

Resolution No. 92-21: Professional Services Agreement with Ruekert & Mielke for the Design of Surface Transportation Program Funded Projects on Clermont Street (7th to 10th Avenues) & on 7th Avenue (Clermont to Dorr Streets)

WHEREAS, the City received a Surface Transportation Program Urban (STP-U) grant through the Wisconsin Department of Transportation (WisDOT) in the amount of \$814,080 (80% of a \$1,017,600 project) for the reconstruction of Clermont Street (Seventh to Tenth Avenues) and Seventh Avenue (Clermont to Dorr Streets); and,

WHEREAS, a Quality Based Consultant Selection process was conducted according to the WisDOT guidelines with Ruekert & Mielke being selected as the design, engineering firm for the project; and,

WHEREAS, upon completion of the design consultant selection process staff forwarded the required documentation (Form DT1515) to WisDOT for their concurrence; and,

WHEREAS, WisDOT and Ruekert & Mielke met to negotiate a project scope, price and project delivery schedule for the design as memorialized in a 3-party Design Engineering Services Contract inclusive of the City of Antigo; and,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to approve the 3-party Design Engineering Services Contract with Ruekert & Mielke for the completion of the design for Clermont Street (Seventh to Tenth Avenues) and Seventh Avenue (Clermont to Dorr Streets) in the amount of \$78,616.

BE IT FURTHER RESOLVED, that the matching funds (20%) be derived from the City's Street Capital Equipment/Improvement Plan and Storm Sewer enterprise accounts accordingly.

CONSENT AGENDA COMMUNICATIONS

Department Manager Reports

NEW BUSINESS

RESOLUTIONS

Resolution No. 93-21: Approving Fireworks Country and Funding for 2022 Fourth of July Celebration in the Amount of \$10,000

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

WHEREAS, the City 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, Fireworks Country from Wittenberg is able to provide a show on the Fourth of July and meet the necessary insurance requirements, and also created a dynamic and well received display in 2021; and,

WHEREAS, the Finance, Personnel & Legislative Committee approved spending \$10,000 for the same type of show as 2021 but after the Committee meeting it was determined that for an additional \$3,000 the show could be expanded an additional 5 minutes (to 25 minutes) with the same intensity so Mayor Brandt approved the additional expenditure.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, that the City shall utilize \$9,500 from the Economic Development portion of Hotel/Motel tax funds and \$3,500 from the general operating celebrations fund for a total contract of \$13,000 with Fireworks Country to conduct the fireworks show for 2022.

Upon inquiry by Alderperson Balcerzak, Mayor Brandt explained the change from \$10,000 to \$13,000. It was noted the resolution information listed on the agenda is incorrectly listing \$10,000 but the correct amount of \$13,000 is in the resolution.

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

Resolution No. 94-21: Option to Lease Agreement with EDF Renewables for a 54-Acre Solar Power Development Project Located North of The Remington Detention Pond (Along Both Sides of Hogan Street) on City-owned Vacant Industrially Zoned Parcels

WHEREAS, eDF Renewables, hereinafter referred to as the Developer, has submitted an Option-to-Lease (OTL) document for the use of 54-acres of City-owned vacant industrially zoned property identified along the west and east sides of Hogan Street between Highway 64 and the Remington detention pond for the development of a solar-power complex; and,

WHEREAS, the Developer expressed their desire to construct an 8 to 10 Megawatt project for connection into the existing power grid through the Wisconsin Public Service (WPS) transfer station located immediately north of the Highway 64 corridor; and,

WHEREAS, the preliminary solar development concept was reviewed and accepted by the City Council (Resolution #65-21) through the Request for Proposal process along with an associated recommendation to rezone a portion of the site from Multi-family (R-4) to Industrial (I-2) to accommodate the proposed use; and,

WHEREAS, the Developer's OTL document was reviewed by the Finance, Personnel & Legislative Committee at their August 2021 meeting with a recommendation to accept the Developer's offer of \$800 per acre annually with a 2% escalator clause for a total of \$43,200 in year one contingent on final review and any appropriate language changes to the OTL document as reviewed by staff and the City Attorney; and,

WHEREAS, the Developer and the City have mutually agreed to the final OTL document as evidenced by the revised document presented to Council through this resolution; and,

WHEREAS, the remaining process allows for the completion of final lease negotiations between the City & Developer along with the submission of a final site plan by the Developer.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to accept the Offer-to-Lease Agreement as submitted by eDF Renewables in the amount of \$800 per acre annually with a 2% escalator clause for a total of \$43,200 in year one on the 54-acres with the remaining portions of this transaction being memorialized by way of an Offer-to-Lease Agreement including any final lease negotiations and submittal of a final site plan by the Developer for Committee/Council approval.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Joel Wagner, Ward 6
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Wagner, Bugni, Balcerzak, Henricks

MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Scott Henricks, Ward 9
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, Wagner, Bugni, Balcerzak, Henricks

1. Direct Deposit for September 3 and 17, 2021 Payrolls
2. BMO Bank Accounts Payable Check Nos. 75812-76031
3. Self-Funding Health Insurance Check Nos. 2068-2070
4. Block Grant Revolving Loan Check Nos. 3690-3691

COMMITTEE REFERRALS

Mayor Brandt explained Mark Desotell, Director of Administrative Services, handed out the new proposed ward map prior to the meeting. The County and the City will both have to vote on it. There will be a public hearing and vote in November.

Mayor Brandt noted the Visitor Center grand opening/open house is next Wednesday. Discussion followed and the Finance, Personnel, and Legislative Committee meeting next week will begin at 4:30 p.m. Alderperson Kassis noted he will be unable to attend at that time.

Kaye Matucheski, Clerk-Treasurer/Finance Director, noted finalized financial reports are now available if any of the alderpersons would like a copy.

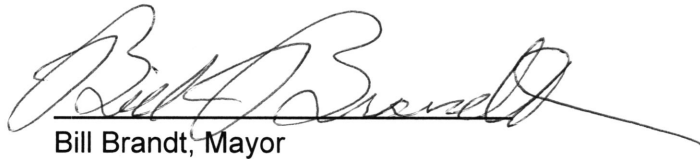
Upon inquiry by Alderperson Kassis, Mayor Brandt noted there is no more facade grant money available.

Upon inquiry by Alderperson Wagner, it was noted the entire Council meeting packet is already posted and available on the City of Antigo website.

ADJOURNMENT

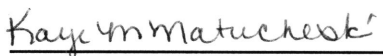
Alderperson Bugni moved, Alderperson Kassis seconded, to adjourn at 6:29 p.m. Carried.

Approved:



Bill Brandt, Mayor

Attest:



Kaye Matucheski

Clerk - Treasurer