

**CITY OF ANTIGO
COMMON COUNCIL
NOVEMBER 14, 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	

Department Managers in attendance were: Mark Desotell, Director of Administrative Services; Eric Roller, Police Chief/Public Safety Director; Kirk Packard, Street Commissioner; James Pike, Communication and Technology Supervisor; Jon Petroskey, Fire Chief; Charley Brinkmeier, Land Surveyor/Project Manager; Dominic Frandrup, Library Director; Sarah Repp, Parks, Recreation, and Cemetery Director; and for a portion of the meeting Kaye Matucheski, Clerk-Treasurer/Finance Director.

Others in attendance were: Jeanne Jensen, Deputy Clerk-Treasurer; Lisa Haefs, Antigo Daily Journal; Pete Pennington; and Randy Reese.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the October 10, 24 and 31, 2018 Common Council and Committee of the Whole Meetings
- Alderperson Bugni moved, Alderperson Bauknecht seconded, to approve the October 10, October 24, and October 31, 2018 Common Council and Committee of the Whole meeting minutes.

RESULT:	CARRIED - VOICE VOTE
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PUBLIC HEARING

1. Public Hearing will be held to discuss the proposed 2019 City of Antigo budget at which time all interested parties will be given the opportunity to address Council
- Pursuant to notice, a public hearing was held to discuss the proposed 2019 City of Antigo budget.
- There being no individuals wishing to address this matter and after complying with statutory procedures, Alderperson Kassis moved, Alderperson Rebstock seconded, to close the public hearing at 6:02 p.m.

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:	Glenn Bugni, Ward 7
SECONDER:	Tim Kassis, Ward 3
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

CONSENT AGENDA RESOLUTIONS

Resolution No. 113-18: Approval of Operator's License for Janel M. Zoern

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that an Operator’s License be issued to Janel M. Zoern pursuant to payment of fees.

Resolution No. 114-18: Entrepreneur Grant Request Totaling 25% (Not-to-Exceed \$25,000) from Joe Draeger of Super Monster for the Renovation of 524 Edison Street for use as a Day Care Facility

WHEREAS, the City of Antigo received an application through the Langlade County Economic Development Corporation for the Downtown Entrepreneur’s Grant Program from Joe Draeger based on the proposed renovation of a vacant building located at 524 Edison Street into a daycare facility; and,

WHEREAS, the location is within the targeted boundaries and meets all other grant criteria; and,

WHEREAS, the grant request of 25% (in an amount not to exceed \$25,000) will be used for building renovations such as windows, plumbing, electrical, flooring, siding, roofing, HVAC, playground improvements and other ancillary purposes estimated to be a total of \$134,000 of eligible program expenses; and,

WHEREAS, the Langlade County Economic Development Corporation Director has reviewed the application and recommended it’s advancement.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Downtown Entrepreneur’s Grant for Joe Draeger of Super Monster based on the request to cover 25% of the building renovation and other eligible costs in a matching amount not to exceed \$25,000.

BE IT FURTHER RESOLVED that the grant funds will not be paid, per the program guidelines, until the defined work is completed, the daycare facility is open for business, and the applicant has provided paid receipts for the eligible expenses.

Resolution No. 115-18: Amendment to Tax Incremental Finance District No. 6 Project Plan to be a Donor for Tax Incremental Finance District No. 3

WHEREAS, the City of Antigo desires to promote development and redevelopment, and broaden the property tax base in Tax Increment District No. 6 and Tax Increment District No. 3; and

WHEREAS, pursuant to sec. 66.1105, Wisconsin Statutes, the Plan Commission, City of Antigo, Langlade County, Wisconsin has held a public hearing on the proposed Project Plan Amendment for Tax Incremental Finance District No. 6 (herein "Project Plan" and “District”) on October 10, 2018; and

WHEREAS, prior to publication of notice of said hearing, a copy of the notice was sent by first class mail to the chief executive officer or administrator of all local governmental entities having the power to levy taxes on property within the District including the Antigo School District, North Central Technical College, Inland Lake Protection & Rehabilitation District, and Langlade County; and

WHEREAS, the purpose of this Project Plan Amendment is to allocate excess tax increments from TID No. 6 (the donor TID) to TID No. 3 (the recipient TID); and

WHEREAS, the amended Project Plan meets all of the following requirements of sec. 66.1105, Wisconsin Statutes, to wit:

- A. Includes a statement listing the kind, number and location of all proposed public works and improvements within such District; and
- B. Contains an economic feasibility study; and
- C. Contains a detailed list of estimated project costs; and

- D. Contains a description of the methods of financing, all estimated project costs, and the time when such costs or monetary obligations related thereto are to be incurred; and
- E. Includes maps showing existing uses, conditions of real property, and proposed improvements of real property in such District; and
- F. Includes proposed changes, if any, in zoning ordinances, master plan, map, building codes, and City ordinances; and
- G. Contains a list of estimated non-project costs; and
- H. Contains a statement of the proposed method for the relocation, if any, of persons to be displaced by the project; and
- I. Contains a statement indicating how creation of the District promotes the development of the City.
- J. Includes an opinion of the City attorney advising that the amended Project Plan is complete and complies with sec. 66.1105, Wisconsin Statutes; and

WHEREAS, the Plan Commission makes the following findings:

- A. The Project Plan Amendment for TID No. 6 demonstrates that the District's current and projected increment is sufficient to pay off all costs incurred by the District and provides enough surplus revenue to pay some of the costs for the recipient TID No. 3; and
- B. TID No. 3 is an industrial/distressed district, thus allowing this Allocation Amendment per Sec. 66.1105(6)(f)2.b., Wisconsin Statutes; and
- C. That the allocation of excess tax increment from the District directly serves to promote development, blight removal, infrastructure improvements, provide incentives for development and broaden the property tax base in TID No. 3 and is likely to enhance significantly the value of real property in TID No. 3 and the retirement of debt obligations of TID No. 3; and
- D. The life of the District may be extended up to 3 years after the District would otherwise be required to terminate due to the adverse impact of 2013 Wisconsin Act 145 if required.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, Langlade County, Wisconsin hereby approves and adopts the amended Project Plan for the District, and,

BE IT FURTHER RESOLVED, that the Common Council does recommend the amended Project Plan for adoption by the Joint Review Board for the City of Antigo.

Resolution No. 116-18: Change Clerical/Utility Assistant Position to Lead Office Assistant in the Clerk-Treasurer's Office, Establish the Wage to be \$1.50 More than the Clerical/Utility Assistant Position Wages, and Approve the Job Description

WHEREAS, there have been many personnel changes in 2018 in the Clerk-Treasurer's Office which has allowed for an evaluation of how services are provided and the distribution of the work load; and,

WHEREAS, after evaluation it was determine that changing one position to a lead office position would allow for that person to have more responsibility and be able to independently take care of many day-to-day things within the office; and,

WHEREAS, this will alleviate some of the routine matters that are now handled by the Clerk-Treasurer/Finance Director and Deputy Clerk-Treasurer to allow for a more reasonable work schedule.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to change the Clerical/Utility Assistant position within the Clerk-Treasurer's Office to a Lead Office Assistant effective January 1, 2019.

BE IT FURTHER RESOLVED, the hourly wage will be \$1.50 more than the Utility/Accounting Assistant positions which has a financial impact of \$3,120 plus benefits with funds to be derived from the existing budget.

BE IT FURTHER RESOLVED, the attached job description is approved for this position.

Resolution No. 117-18: Change Police Department Administration Clerical Assistant to an Office Manager/Administrative Assistant Position, Increase the Hours to 40 Per Week, Establish the Wage to be \$1.50 Over Clerical Resource Assistants, and Approve Job Description

WHEREAS, the Clerical Administrative Assistant who worked a Monday through Friday 35 hour per week schedule retired from the Antigo Police Department after 25 years of service; and,

WHEREAS, there are two additional clerical positions that are scheduled two-days on/two-days off to provide the necessary staffing of the front office window as per the rental agreement with Langlade County; and,

WHEREAS, in order to provide direct support to the Chief and Captain and to oversee the job functions of the front office and staff in addition to providing supervisory duties, the Clerical Administrative Assistant will be changed to an Office Manager/Administrative Assistant position; and,

WHEREAS, due to the increased workload, the position will be increased from 35 to 40 hours per week.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to approve changing the Police Department Clerical Administrative Assistant to an Office Manager/Administrative Assistant position effective November 15, 2018.

BE IT FURTHER RESOLVED, the hourly wage will be \$1.50 more than the Clerical Resource Assistant positions which has an annual financial impact of approximately \$5,800 plus benefits with funds to be derived from the existing budget.

BE IT FURTHER RESOLVED, the attached job description is approved for this position

Resolution No. 118-18: Enter Into Agreements to Provide Ambulance Service to the Village of White Lake, Town of Evergreen, and Town of Wolf River Effective January 1, 2019

WHEREAS, Troutland Rescue, which covers the Village of White Lake and the Towns of Evergreen and Wolf River, has downgraded to a First Responder Service so the municipalities have requested the City of Antigo Fire Department provide ambulance services to them; and,

WHEREAS, the Antigo Fire Department has been assisting with calls to this area over the last several years and is able to provide timely service to the citizens of that area; and,

WHEREAS, a five-year agreement has been approved by the municipalities and the Finance, Personnel & Legislative Committee to provide the service.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve providing ambulance service to the Village of White Lake, Town of Evergreen, and Town of Wolf River per the attached five-year agreements effective January 1, 2019.

Resolution No. 119-18: Increase the Number of Firefighter/Paramedics in the Fire Department by Adding One Position

WHEREAS, the City of Antigo Fire Department was contacted by the Town of Evergreen, Town of Wolf River and Village of White Lake to provide ambulance coverage as Troutland Rescue has changed to a First Responder service; and,

WHEREAS, City of Antigo and the three municipalities have approved five-year agreements to provide the service; and,

WHEREAS, due to the expanded service, the Fire Department will need to add one firefighter/paramedic position to assist with the additional calls and to allow for more transfers to be completed with on-duty personnel and decrease short staff situations such as multiple calls or leaves of absence; and,

WHEREAS, the revenue derived from the additional calls and the payments from the three municipalities will offset the cost of the additional position.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the hiring of an additional firefighter/paramedic in the Fire Department.

BE IT FURTHER RESOLVED, the Clerk-Treasurer/Finance Director is authorized to make the necessary budget adjustments to record the additional revenue and expenditures.

CONSENT AGENDA COMMUNICATIONS

- Fair Housing Proclamation
- Memo Appointing Helen Wanca to Historic Preservation Committee
- Memo Appointing Reinhardt Balcerzak to Broadband Commission
- Department Manager Reports

NEW BUSINESS

RESOLUTIONS

Resolution No. 120-18: Award Bid for Elmwood Timber Sale to McFarland Cascade in the Amount of \$60,587.50 (Contingent Upon Approval of Park, Recreation and Cemetery Commission Meeting 11-12-18)

WHEREAS, the City of Antigo has been working to sustainably manage our forested property; and,

WHEREAS, it was recommended we bid a timber sale for the forested property adjacent to Elmwood Cemetery; and,

WHEREAS, the Parks, Cemeteries and Recreation Commission discussed the bid results for the Elmwood Timber sale (Cemetery Pines); and,

WHEREAS, the consultant, Ted Ave’Lallemant approved of the high bid; and,

WHEREAS, the high bidder was McFarland Cascade; and,

WHEREAS, their bid was \$60,587.50; and,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to approve the high bid in the amount of \$60,587.50 from McFarland Cascade for the land adjacent to the Elmwood Cemetery.

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. 121-18: 2019 Health Insurance Plan Renewal with Aspirus Arise

WHEREAS, the City of Antigo’s Health Insurance is a Self-Funded Plan which means that the City sets the premiums for the upcoming year. The premiums are based on the recommendations from the actuaries of our third-party administrator and our claims experience; and,

WHEREAS, the City contracts with Aspirus Arise as the third party administrator for the plan and they contract with a stop loss carrier for a \$60,000 level of stop loss, and,

WHEREAS, the changes being recommended include all City employees and retirees will begin to pay 10% of the stop loss and administration fees; and,

WHEREAS, there are a few mandated plan changes that must be made and the City will also include coverage for 3-D mammograms and Cologuard.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo to approve the 2019 Health Premium Rates the same as 2018:

<u>Plan</u>	<u>2019</u>
Family	\$1,575.00
Limited Family	\$1,144.00
Single	\$ 590.00

BE IT FURTHER RESOLVED, the City will continue with services from Aspirus Arise as third-party administrator with the employees contributing 10% of the stop loss and administration fees:

<u>Stop Loss</u>	<u>2019</u>
Family and Limited Family	\$410.80
Single and Med Plus	\$166.11

<u>Administration Fees</u>	
All Plans	\$ 52.83

BE IT FURTHER RESOLVED, the costs will be derived from each department’s budget with a transfer to the Health Insurance Fund.

BE IT FURTHER RESOLVED, the City will change the stop loss coverage to include prescription drugs in the \$60,000 limit with the Health Insurance Fund responsible for the additional cost of approximately \$30,000; and,

BE IT FURTHER RESOLVED, the City of Antigo Self-Funded Health Insurance Plan will make the following changes to the benefits:

- Preventive Services (pharmacy) – add coverage with no-cost sharing for low/moderate does statins for ages 40-75 with at least one cardiovascular disease risk factor and a 10-year calculated risk of at least 10% (federal mandate).
- Autism – increase limits to comply with the revised 2019 minimum benefit amount which has not yet been determined (state mandate).
- Breastfeeding Equipment – add coverage from non-participating providers subject to the deductible and co-insurance (Aspirus Arise addition).
- Genetic Services – add coverage for spinal muscular atrophy testing (Aspirus Arise addition).
- 3-D Mammograms – add coverage (City addition).
- Cologuard – add coverage (City addition).

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

Resolution No. 122-18: 2019 Dental Insurance Plan Renewal with Delta Dental

WHEREAS, the City of Antigo’s Dental Insurance is a Self-Funded Plan which means that the City sets the premiums for the upcoming year. The premiums are based on the recommendations from the actuaries of our third-party administrator and our claims experience, and,

WHEREAS, no increase in the premium based on claims is being recommended for next year, and,

WHEREAS, Delta Dental is our third-party administrator and their fee remains at \$5.05 per participant which is built into the rates,

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo to set the 2019 Dental Insurance monthly rates as follows and retain Delta Dental as the third-party administrator:

<u>Plan</u>	<u>2019</u>
Family	\$137.00
Employee+Spouse	\$ 74.00
Employee+Child	\$ 79.00
Single	\$ 39.00

BE IT FURTHER RESOLVED, premiums will be charged to each employees’ respective department with a transfer to the Dental Insurance Fund.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Rick LeBrun, Ward 6
SECONDER:	Barb Rebstock, Ward 1
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

Resolution No. 123-18: Adoption of 2019 Budgets for the City of Antigo Including Enterprise Funds

RESOLVED, BY THE COMMON COUNCIL, City of Antigo, that the 2019 budget as submitted and attached, be and the same are hereby approved, and the sum of:

\$3,502,701.31 for General Purposes (Allowable Levy Limit)

\$ 0.00 for Additional Debt Service Purposes (Allowable under Levy Limit)

\$3,502,701.31 TOTAL

be, and is hereby levied against all taxable property, both real and personal, spread upon the tax roll for the tax year 2018.

BE IT FURTHER RESOLVED, the 2019 budgets are approved for the Enterprise funds (Sanitary Sewer, Storm Sewer, Water, and Broadband) as per the attached cash flow budgets.

Kaye Matucheski, Clerk-Treasurer/Finance Director, noted she had to make a couple changes and explained there was less fund balance applied and the Contingency Fund, Demolition of Buildings and Economic Development will come up again in February.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Bauknecht, Ward 4
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

LICENSES

"Class B" Fermented Malt Beverage and Intoxicating Liquor, Amusement Device, and Dance Hall Licenses for Over Dere Ventures LLC at 623 Edison Street (contingent upon completion of inspections)

Aldersperson Kassis moved, Aldersperson Rebstock seconded, to approve the "Class B" Fermented Malt Beverage and Intoxicating Liquor, Amusement Device, and Dance Hall Licenses for Over Dere Ventures LLC at 623 Edison Street (contingent upon completion of inspections).

RESULT:	CARRIED - VOICE VOTE
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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 October 5 and 19, 2018 Payrolls
2. Huntington Bank Accounts Payable Check Nos. 68800-69169
3. Self-Funding Health Insurance Check Nos. 1985-1989

COMMITTEE REFERRALS

Mayor Brandt noted he has received a request to move the December Finance, Personnel, and Legislative Committee meeting from Wednesday, December 19 to Tuesday, December 18. Following discussion, the December meeting date will be changed to Tuesday, December 18.

INFORMATION ONLY

ADJOURNMENT

Aldersperson Bugni moved, Aldersperson Kassis seconded, to adjourn at 6:10 p.m. Carried.

Approved:

Bill Brandt, Mayor

Attest:

Clerk - Treasurer