CITY OF ANTIGO

COMMON COUNCIL

DECEMBER 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	

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; and Sarah Repp, Parks, Recreation, and Cemetery Director.

Others in attendance were: Michael Winter, City Attorney; Jeanne Jensen, Deputy Clerk-Treasurer; and Scott Martin, MSA Professional Services.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the November 14, 2018 Council Meeting

Alderperson Bugni moved, Alderperson LeBrun seconded, to approve the November 14, 2018 Council meeting 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:	Scott Henricks, Ward 9
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

CONSENT AGENDA RESOLUTIONS

Resolution No. 124-18: Approval of Operator's Licenses for Fawn M. Kennedy and Debra K. Slater

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that Operator’s Licenses be issued to Fawn M. Kennedy and Debra K. Slater pursuant to payment of fees.

Resolution No. 125-18: Sale of Property at 218 Virginia Street for $6,000 to Lanny Voss

WHEREAS, the City acquired the property at 218 Virginia Street on May 10, 2018, through the tax lien process and demolished the home on the property due to a fire; and,

WHEREAS, the sale of the vacant lot was advertised for bids with a minimum bid of $3,000 with the intent to use the property for something other than construction of a one or two family dwelling or a minimum bid of $1,500 with the intent to construct a dwelling on the property; and,

WHEREAS, one bid for the property was received from Lanny Voss in the amount of $6,000 to extend his current property with the possibility of construction of a garage.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to accept the bid of $6,000 from Lanny Voss for the purchase of the property at 218 Virginia Street.

Resolution No. 126-18: Sale of 2015 Ford Squad Vehicle for $8,000 to the Rothschild Police Department

WHEREAS, with the purchase of a new squad vehicle for the Police Department, there is a 2015 Ford Utility squad that is no longer needed; and,

WHEREAS, the squad vehicles that are rotated out of service are used by other departments within the City of Antigo but at this time no other departments are in need of this vehicle; and,

WHEREAS, the Rothschild Police Department approached Police Chief Roller about the possibility of the City of Antigo selling the 2015 Ford to their department as it has the same paint design and same squad as their fleet of vehicles; and,

WHEREAS, the Rothschild Police Department has added an additional officer and is in need of an additional vehicle to carry them over for two years and their Department has been authorized to spend $8,000 on a vehicle; and,

WHEREAS, the Police Chief has contacted an auction house that specializes in used squad vehicles and they would not give an indication of what they would pay for this vehicle so he also checked online auctions and this seems to be a fair price; and,

WHEREAS, all usable police equipment such as the police lights, police radio, squad computer equipment, gun lock, radar, prisoner cage, and all personal equipment will be removed from the vehicle before the sale for reuse by the City of Antigo.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the Police Chief to sell the 2015 Ford squad vehicle to the Rothschild Police Department in an "as is" condition at a price of $8,000.

Resolution No. 127-18: Accept Bid for Squad Service Contract for 2019-2020 from Langlade Ford at a Cost of $30.00 per Vehicle per Month

WHEREAS, the Police Department has a two-year contract for the service of their squad vehicles as needed each month that expires in December, 2018; and,

WHEREAS, Alderperson Bugni was present for the opening of the two bids received; one from Langlade Ford for $30.00 per month per vehicle, and one from Marty's Shell for $32.95 per month per vehicle; and,

WHEREAS, Langlade Ford currently provides the service and as they are the low bid, it is recommended to approve the bid from them for 2019-2020.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the bid for service of the squad vehicles of $30.00 per month, per vehicle from Langlade Ford effective from January 1, 2019 to December 31, 2020, with funding to be derived from the Law Enforcement budget.

Resolution No. 128-18: Municipal Parking Lot Revisions Regarding Permit Parking as requested by Randy Reese of Over Dere, LLC (Former Edison Club) & Jason Hilger of Latta Apartments

WHEREAS, City staff were approached by Randy Reese of Over Dere, LLC (new owner of the former Edison Club) and by Jason Hilger (owner of Latta Apartments) with requests to reconfigure the parking stall locations designated as winter parking permit spots in order to better serve their business operations; and,

WHEREAS, with the addition of the Wild Epitome Winery in the former Cutting Edge building also likely to impact the current configuration for winter permit parking; and,

WHEREAS, the Street Commissioner, Police Captain and Director of Administrative Services developed a revised parking arrangement based on the requested changes; and,

WHEREAS, the proposed changes were discussed with the owners of Filbrandt Plumbing to assure that any revisions did not adversely impact their operations; and,

WHEREAS, the request by Latta Apartments to utilize the northernmost "center" parking stalls of the municipal parking lot (along 4th Avenue) could not be accommodated due to the input received by the City's Street Commissioner relative to the efficiencies related to the stockpiling and clearing of snow subsequent to winter storms; and,

WHEREAS, it was determined by staff that the best location for the designation of winter permit parking would be along the municipal lots western parking stalls starting at the south edge of the Filbrandt Plumbing building and proceeding to the north based on the number of annual requested permits; and,

WHEREAS, staff's recommendation is to identify a sufficient number of winter stalls without any individually assigned locations requiring permit holders to select their daily parking stall within the designated zone on a "first come/first served" basis .

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to adopt the winter parking permit strategy for this municipal parking lot based on the above parameters and as depicted on the attached map.

Resolution No. 129-18: Amend Job Description to Remove Commercial Driver's License Requirement for Park, Recreation, and Cemetery Year-round Part-time Position

WHEREAS, the Park, Recreation and Cemetery Department has two year-round part-time positions that require a commercial driver's license (CDL); and,

WHEREAS, staff is recommending amending the job description to remove the CDL requirement for these positions as it limits the number of applicants for open positions and would increase the pool of potential applicants; and,

WHEREAS, the removal of the CDL requirement would not impact the department or completion of the assigned job duties.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to amend the job description by removing the CDL requirement for the Park, Recreation and Cemetery year-round part-time positions.

Resolution No. 130-18: Ambulance Rate Increase of 4% to the Base Rates, Interfacility Base Rates, and Mileage Effective January 1, 2019

WHEREAS, the City of Antigo Fire Department tries to stay current with industry standards for ambulance rates for the communities it serves by reviewing the base rates, interfacility base rates and mileage annually; and,

WHEREAS, an increase in the Resident and Non-Resident, Interfacility, and Mileage rates of 4% is being requested.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve a 4% increase in the Resident and Non Resident base rate, Interfacility base rate, and Mileage for ambulance services effective January 1, 2019 with the rates to be as follows:

Ambulance Base Rates		
	2018 Rate	2019 Rate
911 BLS - Resident	$ 708.73	$ 737.08
911 BLS - Non Resident	$ 828.24	$ 861.37
911 ALS 1- Resident	$ 877.29	$ 912.39
911 ALS 1- Non Resident	$ 1,007.89	$ 1,048.20
911 ALS 2 - Resident	$ 1,012.67	$ 1,053.18
911 ALS 2 - Non Resident	$ 1,143.95	$ 1,189.70
Mileage	$ 18.63	$ 19.37
Interfacility BLS	$ 1,104.32	$ 1,148.49
Interfacility ALS 1	$ 1,173.33	$ 1,220.27
Interfacility ALS 2	$ 1,311.37	$ 1,363.83
Interfacility Specialty Care	$ 2,044.27	$ 2,126.04

Resolution No. 131-18: Accept a Second Round of Public/Private Funding in the Amount of $25,000 each from CoVantage Credit Union and Langlade County/Langlade County Economic Development Corporation for the Continuation of the Entrepreneurs Grant for the Downtown Business District

WHEREAS, the original $75,000 in available funds ($25,000 each from CoVantage Credit Union, Langlade County/Langlade County Economic Development Corporation (LCEDC) and the City of Antigo) established in May of 2015 subsequent to meetings between the City of Antigo and several business shareholders from the downtown business district regarding ideas about ways to revitalize the downtown area has been distributed to grant applicants; and,

WHEREAS, as an incentive to generate new business moving into vacant storefronts within the downtown business district, the original Entrepreneur's Grant was established; and,

WHEREAS, CoVantage Credit Union and Langlade County/LCEDC each have committed to a second round of donated funds in the amount of $25,000 to this grant program with the City already having committed an additional $25,000 bringing the overall funding for this program since its inception to an amount of $150,000; and,

WHEREAS, this grant will reimburse a new business at a rate of $1.00 for every $4.00 they have spent to upgrade the building or to purchase allowable start-up needs for a maximum grant of $10,000 for those renting a vacant storefront and up to $25,000 for those purchasing a downtown building; and,

WHEREAS, the type of business that would qualify would be those that the City feels are compatible with the development goals within the downtown corridor; and,

WHEREAS, all grant applications will be reviewed by the LCEDC and then brought to the Finance, Personnel and Legislative Committee with final approval granted by Council.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to accept the second round donations of $25,000 each towards the Entrepreneurs Grant for new businesses moving into the downtown business district from CoVantage Credit Union and the Langlade County/LCEDC.

Resolution No. 132-18: Waive the Bidding Process and Accept the Low Quote for a Booster Pump Replacement Project at the Water Treatment Plant

WHEREAS, Infrastructure Alternatives has recommended the replacement of an existing booster pump located at the City's Water Treatment Plant with the original budget for this work being established as a part of the 2018 Capital Improvement Projects under Item # WTI-31 established for the rebuilding of a booster pump with a budgetary amount of $6,500; and,

WHEREAS, replacing a current booster pump appears to be cost effective when compared to the rebuilding of the motor which has reached it's useful service life as evidenced by more frequent failures compounded by a lack of available replacement parts resulting in costly custom remanufacturing of components; and, WHEREAS, Infrastructure Alternatives is required to efficiently manage the water treatment plant according to their operation agreement with the City of Antigo and have subsequently recommended that the pump replacement occur either during a winter plant by-pass that at times occurs due to winter freeze-up periods or during the annual spring maintenance shut-down period; and,

WHEREAS, Infrastructure Alternatives solicited quotes for the booster pump replacement work based upon an anticipated cost of less than $6,000 and subsequently provided the Public Works Committee with a letter advising of the reasons and conditions to request that the project advance under the Exception to Bidding Requirement of the City's Purchasing Policy last revised on 3/9/2011; and,

WHEREAS, Infrastructure Alternatives has recommended that a quote totaling $6,128.00 as submitted by Crane Engineering for the purchase and installation of a Baldor 100 HP replacement motor be authorized.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to waive the bidding requirement of the City's Purchasing Policy and to approve the purchase and installation of a Baldor 100 HP booster pump by Crane Engineering at the City's Water Treatment Plant as Item # WTI-31 of the 2018 CIP Budget.

Resolution No. 133-18: Approval of Aramark Uniform Bid for Three-Year Mat and Towel Contract

WHEREAS, bids were solicited for a three-year contract for mat and towel service for City Hall, Street Department, Parks Department and Fire Department; and,

WHEREAS, there was only one bid received and it was reviewed by committee; and,

WHEREAS, it was determined to be advantageous to continue service with Aramark Uniform Services, the current provider.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to allow for the acceptance of the Aramark Uniform Services bid in the amount of $283.88 per month for a three year term effective January 1, 2019 through December 31, 2021, with funding to be derived from each departments operating budget.

CONSENT AGENDA COMMUNICATIONS

Department Head Reports

NEW BUSINESS

RESOLUTIONS

Resolution No. 134-18: Severance Payout Transfers for 2018 to the Clerk-Treasurer Department, Street Department, and Police Department for Former Employees

WHEREAS, there were two retirements in 2018 that required payouts for the employees for their accrued leave so transfers are needed from the Severance Fund which is where these funds are budgeted to the applicable departments; and,

WHEREAS, the Finance, Personnel & Legislative Committee approved the transfers for the Street Department and Police Department retirements; and,

WHEREAS, there is an additional transfer needed for the Clerk-Treasurer's Department for a payout on a death benefit to an employee.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the following transfers:

From Account:

Severance Reserve	100.580.58680.51190	$ 70,535.68	Severance/Tax Payouts

To Accounts:

Street Commissioner	100.530.53110.51190	$ 39,523.21	Severance
Street Commissioner	100.530.53110.51480	$ 821.82	Social Security Tax
Police Department	100.520.52110.51190	$ 4,775.71	Severance
Police Department	100.520.52110.51480	$ 89.83	Social Security Tax
Clerk-Treasurer Dept	100.510.51420.51190	$ 23,525.41	Death Benefit
Clerk-Treasurer Dept	100.510.51420.51480	$ 1,799.70	Social Security Tax

Ms. Matucheski commented that this agenda item is on New Business instead of the Consent Agenda as she added to the resolution for the Clerk-Treasurer Department to include the death benefit payout.

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. 135-18: 2018 Carry Forwards to 2019 Budget

WHEREAS, every year funds are budgeted that need to be carried forward to the next budget cycle for various reasons such as: budgeting over several years for something or planned purchases/projects that will not be completed in 2018 or not paid for until 2019; and,

WHEREAS, the attached list indicates which funds the accounts are in, the amount of the carry forward, and the reason for the carry forward; and,

WHEREAS, there are two additional carry forwards from the list approved by Finance, Personnel & Legislative Committee that were discovered after the committee meeting that are in bold on the attached list which are being requested for approval.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Carry Forwards from 2018 to 2019 per the attached list with a total for General Fund of $788,829.00 and a total for Capital Equipment/Improvement (CIP) Fund of $1,823,837.00.

Ms. Matucheski commented that this is also under New Business as new carry-forwards (which are highlighted) for the Clerk-Treasurer office and Police Department have been added since its approval at the Committee.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Carol Feller Gottard, Ward 5
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

Resolution No. 136-18: Write Off Bryan Stefancin, Former Employee's, Accounts Receivable Balance of $80 as Uncollectible

WHEREAS, a former employee, Bryan Stefancin, left employment with the City in April of 2017 at which time he was required to reimburse the charge of $80 for a test fee that was paid by the City just prior to his resignation; and,

WHEREAS, the Clerk-Treasurer/Finance Director and Fire Chief have tried unsuccessfully to collect this unpaid fee and at this time do not feel that the fee will ever be collected; and,

WHEREAS, due to the amount that is due, it is not cost effective to pursue action through the court system so the request is being made to write off this charge but if the opportunity ever arises, collection will be pursued.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the past due accounts receivable amount of $80 for Bryan Stefancin be written off.

BE IT FURTHER RESOLVED, if the opportunity arises, collection will be pursued.

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. 1307B: Ordinance Amending Section 38-173 of the Municipal Code of the City of Antigo to Add the Erection of Stop Signs at the Intersections of Gruber Street and South Virginia Street and Gruber Street and South Park Street

Upon inquiry by Alderperson Feller Gottard, Chief Roller advised that both areas are uncontrolled four-way intersections. These are the last of the uncontrolled four-way intersections.

RESULT:	**ADOPTED [8 TO 1]**
MOVER:	Tim Kassis, Ward 3
SECONDER:	Rick LeBrun, Ward 6
AYES:	Rebstock, Fischer, Kassis, Bauknecht, LeBrun, Bugni, Balcerzak, Henricks
NAYS:	Carol Feller Gottard

LICENSES

Secondhand Article Dealer License for Bevy LLC, Pamela Castanda and Rebecca Stimac, at 717 Fifth Avenue

Alderperson Balcerzak moved, Alderperson Kassis seconded, to approve the Secondhand Article Dealer License for Bevy LLC, Pamela Castanda and Rebecca Stimac.

RESULT:	**CARRIED - VOICE VOTE**

Secondhand Article Dealer License for Randy B. Huff dba Antigo Resale Frontier at 815 Fifth Avenue

Alderperson Bugni moved, Alderperson Bauknecht seconded, to approve the Secondhand Article Dealer License for Randy B. Huff dba Antigo Resale Frontier.

RESULT:	**CARRIED - VOICE VOTE**

Secondhand Article Dealer and Secondhand Jewelry Dealer License for Charles C. Braatz dba Mojo Electronics, Inc. at 824 Fifth Avenue

Alderperson Kassis moved, Alderperson Rebstock seconded, to approve the Secondhand Article Dealer and Secondhand Jewelry Dealer License for Charles C. Braatz dba Mojo Electronics, Inc.

RESULT:	**CARRIED - VOICE VOTE**

Secondhand Article Dealer License for Robert C. Kemmer, Kemmer Industries dba Stern Electronics at 439 Milton Street

Alderperson Balcerzak moved, Alderperson Bugni seconded, to approve the Secondhand Article Dealer License for Robert C. Kemmer, Kemmer Industries dba Stern Electronics.

RESULT:	**CARRIED - VOICE VOTE**

Secondhand Article Dealer and Secondhand Jewelry Dealer License for Bart Markgraf dba Bart R. Bullion and Coin at 637 Superior Street

Alderperson Rebstock moved, Alderperson Kassis seconded, to approve the Secondhand Article Dealer and Secondhand Jewelry Dealer License for Bart Markgraf dba Bart R. Bullion and Coin.

RESULT:	**CARRIED - VOICE VOTE**

"Class B" Fermented Malt Beverage and Intoxicating Liquor, Amusement Device, and Dance Hall Licenses for BSD Properties LLC dba Luigi's Pasta and Pizza at 410 State Hwy 64 East (licenses relinquished by David Schlundt dba The Refuge LLC) (contingent upon completion of inspections)

Alderperson Kassis moved, Alderperson Henricks seconded, to approve the "Class B" Fermented Malt Beverage and Intoxicating Liquor, Amusement Device, and Dance Hall Licenses for BSD Properties LLC dba Luigi's Pasta and Pizza at 410 State Hwy 64 East (contingent upon completion of inspections).

RESULT:	**CARRIED - VOICE VOTE**

Mobile Home Camp License for Corsica MH Holdings, LLC at 1601 Tenth Avenue - formerly owned by St. Charles Place MHC, LLC (Contingent Upon Inspections)

Alderperson Bauknecht moved, Alderperson Rebstock seconded, to approve the Mobile Home Camp License for Corsica MH Holdings, LLC at 1601 Tenth Avenue (contingent upon completion of inspections).

RESULT:	**CARRIED - VOICE VOTE**

PERMITS

1. Approving Mayor Brandt's Action to Allow for Street Closure of the 1400 Block of Saratoga Street and 900 and 1000 Blocks of Smith Avenue for the Northcentral Technical College House Fire Practice Burn on December 10, 2018

Alderperson Bugni moved, Alderperson Balcerzak seconded, to approve Mayor Brandt's action to allow for street closure of the 1400 block of Saratoga Street and 900 and 1000 blocks of Smith Avenue for the Northcentral Technical College House fire practice burn on December 10, 2018.

RESULT:	**CARRIED - VOICE VOTE**

MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Barb Rebstock, Ward 1
AYES:	Rebstock, Fischer, Kassis, Bauknecht, Feller Gottard, LeBrun, Bugni, Balcerzak, Henricks

1. Direct Deposits for November 2, November 16, and November 30, 2018 Payrolls
2. Huntington Bank Accounts Payable Check Nos. 69170 - 69322
3. Self-Funding Health Insurance Check Nos. 1990 - 1992
4. Block Grant Revolving Loan Check Nos. 3543-3549

COMMITTEE REFERRALS

Mayor Brandt reminded Council the Finance, Personnel, and Legislative Committee meeting will be held on Tuesday night next week rather than Wednesday night.

Upon inquiry by Alderperson Rebstock, Mark Desotell, Director of Administrative Services, stated the next Public Works meeting will probably not be held until January with the Christmas holiday.

ADJOURNMENT

Alderperson Bugni moved, Alderperson Kassis seconded, to adjourn at 6:14 p.m.

Approved:

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Bill Brandt, Mayor

Attest:

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Clerk - Treasurer