

**CITY OF ANTIGO
COMMON COUNCIL
DECEMBER 14, 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
Jim Darling	Aldersperson, Ward 2	Present	
Tim Kassis	Aldersperson, Ward 3	Absent	
Tom Bauknecht	Aldersperson, Ward 4	Present	
Carol Feller Gottard	Aldersperson, Ward 5	Present	
Red Turney	Aldersperson, Ward 6	Present	
Glenn Bugni	Aldersperson, Ward 7	Present	
Reinhardt Balcerzak	Aldersperson, Ward 8	Present	
Dan Bauknecht	Aldersperson, Ward 9	Absent	
Bill Brandt	Mayor	Present	

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; Charley Brinkmeier, Land Surveyor/Project Manager; and Sarah Repp, Parks, Recreation, and Cemetery Supervisor.

Others in attendance were: Michael Winter, City Attorney; Jeanne Jensen, Deputy Clerk-Treasurer; Amy Lynch, Human Resource Specialist; Lisa Haefs, Antigo Daily Journal; Angie Close, Langlade County Economic Development Corp; Tim Sharon and Larry Steckbauer, City Plan Commission; Dennis Lawrence, North Central Wisconsin Regional Planning Commission; and Jamie Anderson, MSA Professional Services.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT MEDITATION

APPROVAL OF MINUTES

1. Approval of the Minutes from the November 2 and 9, 2016 Meetings

Aldersperson Bugni moved, Aldersperson Darling seconded, to approve the November 2 and November 9, 2016 Council minutes.

RESULT:	CARRIED - VOICE VOTE
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CITIZEN COMMENT

There was no one in attendance to address Council.

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:	Jim Darling, Aldersperson, Ward 2
SECONDER:	Glenn Bugni, Aldersperson, Ward 7
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Bugni, Balcerzak
ABSENT:	Tim Kassis, Dan Bauknecht

CONSENT AGENDA RESOLUTIONS

Resolution No. 103-16: Approval of Operator License for Sandra Joseph

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that an Operator's License be issued to Sandra Joseph pursuant to payment of fees.

Resolution No. 104-16: 2017 Wage Increase Recommendation for Exempt & Non-Represented/Non-Exempt Employees

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

WHEREAS, the Common Council at a November 2, 2016 meeting approved the 2017 Budget document including the associated budgetary impacts reflecting a recommended 1.5% salary increase for the above stated employees including the City Attorney and Assistant City Attorney; and,

WHEREAS, the Finance, Personnel and Legislative Committee met on November 16, 2016 and approved the recommended 2017 cost of living adjustment of 1.5% as presented.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize a cost of living increase for the exempt and non-represented employees including the City Attorney and Assistant City Attorney of 1.5% effective January 1, 2017.

BE IT FURTHER RESOLVED, the funds will be derived from each employee’s respective fund/department wage accounts.

Resolution No. 105-16: Approval of #1 Grader Operator Job Description

WHEREAS, the employee working as the #1 Grader Operator within the Department of Public Works (DPW) – Street/Transportation/Water/Sewer Division retired from the City;

WHEREAS, the Street Commissioner and the Human Resources Specialist have created a new and updated job description that more closely reflects the current operational needs and is formatted for internal consistency;

NOW, THEREFORE, IT BE RESOLVED, BY THE COMMON COUNCIL, City of Antigo to approve the attached job description for the position of #1 Grader Operator.

Resolution No. 106-16: 2016 Budget Transfers/Amendments

WHEREAS, every year budget transfers or amendments may be needed for situations that occur that were not known at budget time; and,

WHEREAS, department managers and the Clerk-Treasurer review the expenditures throughout the year to determine what transfers need to be made and present them to the Finance, Personnel & Legislative Committee when needed.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize the following transfers/amendments for 2016:

2016 BUDGET TRANSFERS					
FUND TO	ACCOUNT	AMOUNT	FUND FROM	ACCOUNT	DESCRIPTION
100.520.52110.51160	Law Enforcement-Overtime	\$8,000.00	100.510.51990	Contingency	OT from Unforeseen Inc
2016 BUDGET ADJUSTMENTS					
Increase			Increase		
100.460.00000.46720	PRC Recreation Programs	\$1,253.00	100.550.55320.53260	PRC Other Operating	Record Rev/Exp for Prog
100.430.00000.43585	Grant Income	\$3,853.00	100.520.52110.53090	Law Enforce-Equip	Rec CVMIC Grant for Spe
	TOTAL	\$5,106.00			

Resolution No. 107-16: Carry Forward Remaining Funds from 2016 to 2017 for Specific Purposes

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 or projects that will not be completed in 2016 or not paid for

until 2017; 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.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Carry Forwards from 2016 to 2017 per the attached list with a total General Fund of \$666,212 and the Capital Equipment/Improvement Fund of \$1,874,785.

Resolution No. 108-16: Carry Over 40 Hours of Vacation for the Deputy Clerk-Treasurer

WHEREAS, the past several months have been extremely busy in the Clerk-Treasurer's Office with the Presidential Election and employee health issues; and,

WHEREAS, the Deputy Clerk-Treasurer has had to rearrange her schedule and cancel some vacation days to accommodate the needs of the office which leaves the possibility she will not be able to take all of her accrued days before her anniversary date; and,

WHEREAS, the City is very appreciative of her flexibility for the benefit of the office so allowing a carry over of up to 40 hours of vacation for 90 days past her anniversary date would eliminate the possibility of her losing this time.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Deputy Clerk-Treasurer to carry over up to 40 hours of vacation for 90 days after her anniversary date.

Resolution No. 109-16: Offering a Telehealth Option on Health Insurance for 2017

WHEREAS, last month changing health insurance to Aspirus Arise was approved for 2017; and,

WHEREAS, there is an option available to offer Telehealth services to employees which provides for the ability for our employees/dependents to call in for minor medical issues and avoid having to go to the doctor's office, walk-in clinic, or the emergency department; and,

WHEREAS, if the service is utilized, the cost is \$45 per telephone visit which would first be applied to the employee's deductible and out of pocket limits; and,

WHEREAS, the cost to the City would be \$1 per employee per month or approximately \$948 per year but the potential resulting savings to the health insurance plan is estimated to be \$8,097 based on 2016 medical information.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve offering Telehealth services through Aspirus Arise for 2017 at a cost of \$1 per employee per month with funds to be derived from the health insurance fund.

Resolution No. 110-16: Approval of Structural Collapse Team Contract

WHEREAS, the City of Antigo Fire Department has participated in the Statewide Structural Collapse Team since 2013 and have gained many benefits from the program; and,

WHEREAS, the Fire Chief is requesting to continue the contract for 2017 and 2018 with the three employees who have continued their certification in Structural Collapse Rescue; and,

WHEREAS, the Finance, Personnel and Legislative Committee agreed it is beneficial to enter into a contract with the State of Wisconsin and allow the three current employees to continue as Statewide Structural Collapse Team members.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to approve the attached contract with the State of Wisconsin Department of Military Affairs and Division of Emergency Management for the Statewide Structural Collapse Team for the three employees already members of the team.

Resolution No. 111-16: Implementing Importing Cash Receipts for Utility Billing with Accela (Springbrook)

WHEREAS, approval was previously granted for offering an option to pay utility bills online and to receive bills by e-mail and the process has been moving forward; and,

WHEREAS, currently any payments that are made online still have to be manually entered in to the customer's account in utility billing; and,

WHEREAS, there is an option through our utility billing software that electronically updates the customer's account without having to manually enter the payment at a cost of \$3,300 as a one-time charge, \$1,600 for implementation, and an annual maintenance cost of \$726; and,

WHEREAS, staff believes the time savings by automating this process would allow for further productivity in other areas.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the quote of \$4,900 plus the \$726 annual maintenance cost for Accela (Springbrook) to provide the ability to electronically transfer utility payments with funds to be derived from the Water, Sewer, and Storm Sewer Enterprise Fund accounts.

Resolution No. 112-16: Approving Change for Designated Agent for Department of Employee Trust Funds from Clerk-Treasurer to Human Resource Specialist

WHEREAS, the designated agent for the Wisconsin Retirement System (WRS) that is administered by the Wisconsin Department of Employee Trust Funds (ETF) is currently the Clerk-Treasurer; and,

WHEREAS, the Human Resource Specialist completes all of the documents and then must get the Clerk-Treasurer's signatures before they can be sent in; and,

WHEREAS, to improve efficiency staff is recommending changing the designated agent for WRS to the Human Resource Specialist with the Clerk-Treasurer as the alternative.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Human Resource Specialist as the designated agent for WRS and the Clerk-Treasurer as the alternative.

CONSENT AGENDA COMMUNICATIONS

1. Appointments to Historic Preservation Committee, Park, Cemetery and Recreation Commission and Broadband Commission
2. Department Managers Reports

NEW BUSINESS

RESOLUTIONS

Resolution No. 113-16: Proposed 2017 to 2019 Labor Agreement Resulting from Contract Negotiations with Antigo Professional Police Officer's Association

WHEREAS, the labor agreement between the City of Antigo and the Antigo Professional Police Officer's Association will expire at the end of December 2016, and;

WHEREAS, representatives from the City and the Union negotiating teams arrived at mutually acceptable contract language changes, and;

WHEREAS, the Union scheduled a ratification vote based on the Tentative Agreement language and notified the employer's negotiating team of its acceptance, and;

WHEREAS, subsequent to the Union's ratification vote, the Finance, Personnel and Legislative Committee met on November 16, 2016 and approved the Tentative Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to approve the recommended changes to the labor agreement between the City of Antigo and the Antigo Professional Police Officer's Association for the period of

January 1, 2017 thru December 31st, 2019 as memorialized in the attached document.

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

Resolution No. 114-16: Proposed 2017 to 2019 Labor Agreement Resulting from Contract Negotiations with Antigo Firefighters

WHEREAS, the labor agreement between the City of Antigo and the Antigo Firefighters Union will expire at the end of December 2016, and;

WHEREAS, representatives from the City and the Union negotiating teams arrived at mutually acceptable contract language changes, and;

WHEREAS, the Union scheduled a ratification vote based on the Tentative Agreement language and notified the employer’s negotiating team of its acceptance, and;

WHEREAS, subsequent to the Union’s ratification vote, the Finance, Personnel and Legislative Committee met on November 16, 2016 and approved the Tentative Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to approve the recommended changes to the labor agreement between the City of Antigo and the Antigo Firefighters Union for the period of January 1, 2017 thru December 31st, 2019 as memorialized in the attached document.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jim Darling, Alderperson, Ward 2
SECONDER:	Glenn Bugni, Alderperson, Ward 7
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Bugni, Balcerzak
ABSENT:	Tim Kassis, Dan Bauknecht

ORDINANCES

Ordinance No. 1282B: Ordinance Amending Section 34-108 through 34-117 of the Municipal Code of the City of Antigo Regarding Trees and Shrubs

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Alderperson, Ward 8
SECONDER:	Tom Bauknecht, Alderperson, Ward 4
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Bugni, Balcerzak
ABSENT:	Tim Kassis, Dan Bauknecht

LICENSES

Secondhand Jewelry Dealer License Application for Richard E. Bartletti dba Mr. Coin at 608 Superior Street

Alderperson Bugni moved, Alderperson T. Bauknecht seconded, to approve the Secondhand Jewelry Dealer License Application for Richard E. Bartletti dba Mr. Coin at 608 Superior Street.

RESULT:	CARRIED - VOICE VOTE
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Secondhand Article Dealer and Secondhand Jewelry Dealer License Application for Charles C. Braatz dba Mojo Electronics, Inc. at 824 Fifth Avenue

Alderperson T. Bauknecht moved, Alderperson Bugni seconded, to approve the Secondhand Article Dealer and Secondhand Jewelry Dealer License Application for Charles C. Braatz dba Mojo Electronics, Inc. at 824 Fifth Avenue.

RESULT:	CARRIED - VOICE VOTE
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Secondhand Article Dealer License Application for Robert C. Kemmer, Kemmer Industries dba Stern Electronics at 439 Milton Street

Alderson Balcerzak moved, Alderson Bugni seconded, to approve the Secondhand Article Dealer License Application for Robert C. Kemmer, Kemmer Industries dba Stern Electronics at 439 Milton Street.

RESULT:	CARRIED - VOICE VOTE
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Secondhand Article Dealer License Application for Randy B. Huff dba Antigo Resale Frontier at 815 Fifth Avenue

Alderson Bugni moved, Alderson Darling seconded, to approve the Secondhand Article Dealer License Application for Randy B. Huff dba Antigo Resale Frontier at 815 Fifth Avenue.

RESULT:	CARRIED - VOICE VOTE
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MISCELLANEOUS BUSINESS

PAYMENT OF BILLS

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Bauknecht, Alderson, Ward 4
SECONDER:	Glenn Bugni, Alderson, Ward 7
AYES:	Darling, Bauknecht, Feller Gottard, Turney, Bugni, Balcerzak
ABSENT:	Tim Kassis, Dan Bauknecht

1. Direct Deposits for November 4 and 18, 2016 Payrolls
2. City First Merit Bank Accounts Payable Check Nos. 64257-64486
3. Self-Funding Health Insurance Check Nos. 1905-1908
4. Block Grant Revolving Loan Fund Check Nos. 3490-3493

COMMITTEE REFERRALS

Alderson Darling noted the December Public Works Committee meeting will be cancelled.

James Pike, Communication and Technology Supervisor, noted a security audit was completed on the City's computer network and the passwords used need to be stronger. A stronger password policy will be implemented requiring at least 8 characters with a combination of capital and lower case letters as well as numbers and/or symbols. Mr. Pike noted it will affect the alderpersons when logging in to their e-mail accounts. The change will take effect Saturday morning and is a network wide change. Mr. Pike asked the alderpersons to contact him with any questions regarding setting up a new, complex password.

ADJOURNMENT

Alderson Bugni moved, Alderson T. Bauknecht seconded, to adjourn at 6:15 pm.

Approved:

Mayor

Attest:

Clerk - Treasurer