



City of Antigo

City Plan Commission Meeting

**Council Chambers
City Hall, 700 Edison Street**

**Tuesday, March 3, 2026
6:00 PM**

Call to Order

Approval of Minutes

1. Approve Minutes from the December 2, 2025 Meeting

Public Hearing

2. Public Hearing for Conditional Use Permit Application Under the Provisions of Ordinance No. 1095B, Section 14-746, the Municipal Code for 1112 Mendlik Avenue to Allow a Shipping Container for Storage of Tables and Chairs
3. Public Hearing for Conditional Use Permit Application Under the Provisions of Ordinance No. 1095B, Section 14-718, the Municipal Code for 208 E. Fifth Avenue to Allow the Operation of a Home-Based Small Business in a Residential District

Discussion and Action May Occur on Any of the Following Agenda Items

4. Consider Conditional Use Permit Application Under the Provisions of Ordinance No. 1095B, Section 14-746, the Municipal Code for 1112 Mendlik Avenue to Allow a Shipping Container for Storage of Tables and Chairs
5. Consider Conditional Use Permit Application Under the Provisions of Ordinance No. 1095B, Section 14-718, the Municipal Code for 208 E. Fifth Avenue to Allow the Operation of a Home-Based Small Business in Residential District
6. Allow Truck's Place Restaurant to Obtain a "Class B" Beer/Fermented Malt Beverage and Intoxicating Liquor License, at 2506 US Hwy 45 (Location not Previously Licensed, so Requires City Plan Commission to Approve Location)
7. Approve the Purchase of 1013 6th Avenue for One Dollar From Langlade County With the Intent of Razing the House and Garage

Any Other Matters Authorized by Law to be Considered

Adjournment

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact Clerk-Treasurer's office, 700 Edison Street, Antigo, Wisconsin 54409. (715) 623-3633 extension 100. Members of and possibly a quorum of members of other governmental bodies may be in attendance to gather information. Any governmental body other than that specifically referred to above will take no action.

Date Mailed: February 26, 2026

Thomas C. Bauknecht



Building Inspection-Zoning Administrator
City of Antigo
700 Edison St.
Antigo, WI 54409

Date: March 3, 2026
To: City Plan Commission
From: Elizabeth McCarthy, Building Inspector/Zoning Administrator
Subject: Consider Conditional Use Permit Application Under the Provisions of Ordinance No. 1095B, Section 14-746, the Municipal Code for 1112 Mendlik Avenue to Allow a Shipping Container for Storage of Tables and Chairs

Re: 1112 Mendlik Ave – Allow a shipping container to be used as an accessory structure or storage facility in a business or industrial district.

- Sec. 14-746 Accessory uses or structures reads as follows:

(e) Use restrictions in:

(2) Business and industrial districts. Shipping container, truck body, semi-trailer or similar devices used as an accessory structure or storage facility shall be approved as a conditional use.

- The property is zoned I-1.

- The property is 1.46 acres in size.

- Much of the surrounding property is zoned industrial.

Fiscal Impact: N/A

Recommendation: My recommendation to the City Plan Commission is to approve the proposed Conditional Use Permit to allow the use of a shipping container for storage at 1112 Mendlik Ave.

Attachments:

1. Conditional Use Notice- 1112 Mendlik Avenue
2. Permit App
3. Air Photo Container Location



NOTICE

NOTICE IS HEREBY GIVEN, that the following application for a Conditional Use Permit under the provisions of Ordinance No. 1095B, Section 14-746, the Municipal Code, has been filed:

“ASSESSOR'S PLAT PT OF LOT 313 BEING LOT 2 CSM V5 P186”
Parcel #201-2905.007 (1112 Mendlik Avenue)”

to allow a shipping container for storage of tables and chairs.

FURTHER, that a public hearing will be held on the above application before the City Plan Commission of the City of Antigo on Tuesday, March 3, 2026, at 6:00 p.m. in the Council Chambers, City Hall, 700 Edison Street, Antigo, Wisconsin, at which time opportunity to be heard will be given all interested persons.

Kaye M. Matucheski
City Clerk-Treasurer/Finance Director



APPLICATION FOR CONDITIONAL USE HEARING
 CITY OF ANTIGO BUILDING INSPECTOR AND ZONING ADMINISTRATOR
 700 EDISON STREET, ANTIGO, WISCONSIN 54409
 PHONE: 715.623.3633 x134 Fax 715.627.7099
bmccarthy@antigo-city.org

ALL INFORMATION MUST BE PRINTED AND LEGIBLE

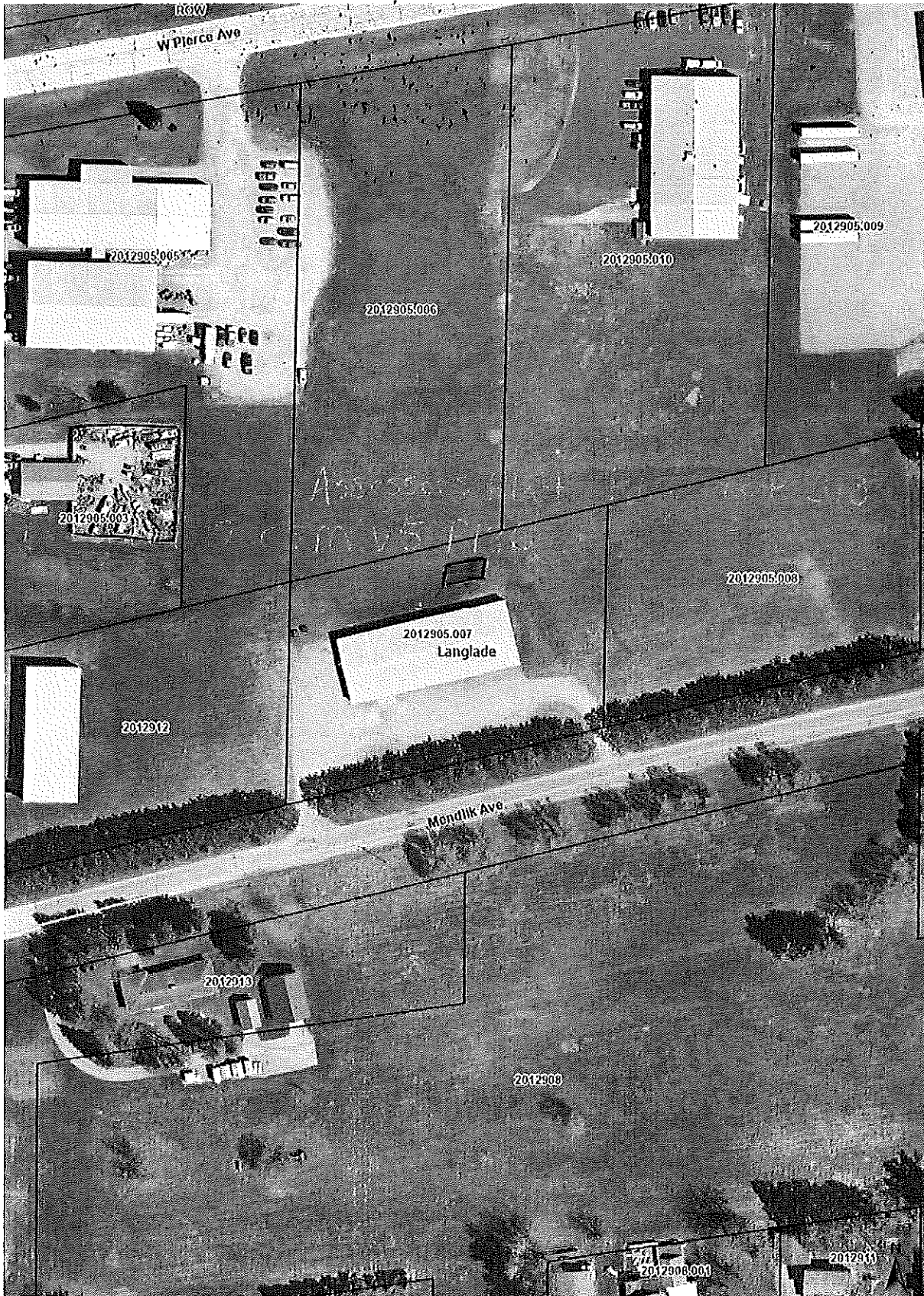
FEE \$ 100.00 DATE OF APPLICATION: 2-6-26
 APPLICANT NAME (S): Antigo Bow Club
 ADDRESS: 1112 Mendlik Avenue
 CITY: Antigo STATE Wis ZIP 54409
 PHONE: 715-610-2422 EMAIL: _____
 PROPERTY ADDRESS: 1112 Mendlik Avenue PARCEL NUMBER: 2012905.007
 LEGAL DESCRIPTION: Assessor's Plat Pt of Lot 313
Being Lot 2 CSM V5 P186
 APPLICANT REQUEST FOR CONDITIONAL USE OF ORDINANCE NUMBER: 14-746
 FOR THE PURPOSE OF: Storage of tables and chairs











It is understood that a Public Hearing will be held before a request for the above Conditional Use is, or is not approved. Applicant will be notified of the date and place of the Public Hearing.

APPLICANT SIGNATURE: Daniel T. Houdel

FOR OFFICE USE ONLY BELOW THIS LINE

ADJACENT PROPERTY OWNERS WITHIN 100 FEET	
_____	_____
_____	_____
_____	_____
ACTION OF THE CITY PLANNING COMMISSION: _____ APPROVED _____ DENIED	
CITY PLAN COMMISSION RECOMMENDATION TO CITY COUNCIL: _____	
_____	_____
SIGNATURE OF CHAIRPERSON OF CITY PLAN COMMISSION	DATE



-  Lakes and Rivers
-  Rivers and Streams
-  Parcels
-  Counties
-  Parcel Numbers
-  US Highways
-  State Highways
-  County Roads
-  Local Roads
-  Private and Other Roads



Building Inspection-Zoning Administrator
City of Antigo
700 Edison St.
Antigo, WI 54409

Date: March 3, 2026
To: City Plan Commission
From: Elizabeth McCarthy, Building Inspector/Zoning Administrator
Subject: Consider Conditional Use Permit Application Under the Provisions of Ordinance No. 1095B, Section 14-718, the Municipal Code for 208 E. Fifth Avenue to Allow the Operation of a Home-Based Small Business in Residential District

Re: 208 E 5th Avenue – Conditional Use Permit to Allow a Home Occupation

- Section 14-718 – Home Occupations: The intent of this section is to provide a means to accommodate a small family home-based business or professional home office as a conditional use without the necessity of a rezone into a commercial district.
- The owner would like to incorporate the ability to install a sign as part of the proposed Conditional Use Permit.
- If the Conditional Use Permit is approved, the owner will be constructing a garage addition.
- Sec. 14-718. - Home occupations.

(b) *Restrictions.* Except as provided in subsection (c) of this section, home occupations are a conditional use in all residential districts and are subject to the requirements of the district in which the use is located, in addition to the following:

(1) The home occupation shall be conducted only within the enclosed area of the dwelling unit or an attached garage.

(2) There shall be no exterior alterations which change the character thereof as a dwelling and/or exterior evidence of the home occupation other than those signs permitted in the district.

(3) No storage or display of materials, goods, supplies or equipment related to the operation of the home occupation shall be visible outside any structure located on the premises.

(4) No use shall create smoke, odor, glare, noise, dust, vibration, fire hazard, small electrical interference or any other nuisance not normally associated with the average residential use in the district.

(5) The use shall not involve the use of commercial vehicles for more than occasional delivery of materials to or from the premises.

(6) The common council may determine the percentage of the property that may be devoted to the occupation, but it shall not exceed 30 percent.

(7) The types and number of equipment or machinery may be restricted by the common council.

(8) Sale or transfer of the property shall cause the conditional use permit to be null and void.

(9) Under no circumstances shall a vehicle repair or body work business qualify as a home occupation.

(10) No more than one nonresident employee may work on the home occupation premises.

(c) *Permitted use exception.* A home occupation under this section may be maintained in any residential district as a permitted use, as opposed to a conditional use, if the standards of subsection (b) of this section are complied with and no sign is erected or maintained regarding the home occupation, no more than one person works on the premises, no customers regularly come to the house and the business is service oriented and not engaged in retail trade.

(Code 1999, § 13-1-92)

Secs. 14-719—14-745. - Reserved.

- Below are the most comparable sign restrictions currently in the city's ordinances. If the allowance of a sign is approved, I recommend including these restrictions as a part of the Conditional Use Permit.

(4) *Signs accessory to roadside stands.* Signs accessory to roadside stands are subject to the following:

b. *Area and number.* The signs shall be on the same zoning lot (either zoned residential allowing agricultural uses or with a conditional use permit) as the roadside stands, and there shall be not more than two signs per lot. No sign shall exceed 12 square feet in area nor be closer than

50 feet from any other zoning lot.

d. *Height.* No sign shall project higher than 15 feet above ground level.

Fiscal Impact: N/A

Recommendation: My recommendation to the City Plan Commission is to approve the proposed Conditional Use Permit to allow a home-based small business in a residential district and to allow up to two signs to be installed not to exceed 15 feet in height and 12 square feet in size.

Attachments:

- 1. Conditional Use Notice- 208 E. 5th Avenue
- 2. Conditional Use App
- 3. Site Plan



NOTICE

NOTICE IS HEREBY GIVEN, that the following application for a Conditional Use Permit under the provisions of Ordinance No. 1095B, Section 14-718, the Municipal Code, has been filed:

“ASSESSOR'S PLAT LOT 102 #201-2804 (208 E. Fifth Avenue)”

to allow the operation of a home-based small business in a residential district.

FURTHER, that a public hearing will be held on the above application before the City Plan Commission of the City of Antigo on Tuesday, March 3, 2026, at 6:00 p.m. in the Council Chambers, City Hall, 700 Edison Street, Antigo, Wisconsin, at which time opportunity to be heard will be given all interested persons.

Kaye M. Matucheski
City Clerk-Treasurer/Finance Director



APPLICATION FOR CONDITIONAL USE HEARING
 CITY OF ANTIGO BUILDING INSPECTOR AND ZONING ADMINISTRATOR
 700 EDISON STREET, ANTIGO, WISCONSIN 54409
 PHONE: 715.623.3633 x134 Fax 715.627.7099
rmusolff@antigo-city.org

ALL INFORMATION MUST BE PRINTED AND LEGIBLE

FEE \$ 100.00 DATE OF APPLICATION: 2.10.25
 APPLICANT NAME (S): Carl & Daniel Goodrich-Gonzalez
 ADDRESS: 208 E 5th Ave
 CITY: Antigo STATE WI ZIP 54409
 PHONE: 715-610-(7040) or (9510) EMAIL: Apollorican26@gmail.com
 PROPERTY ADDRESS: 208 E. 5th Ave PARCEL NUMBER: 201-2804
 LEGAL DESCRIPTION: Assessor's Plat Lot 102

APPLICANT REQUEST FOR CONDITIONAL USE OF ORDINANCE NUMBER: Sec 14-718 Home Occupation
 FOR THE PURPOSE OF: OPERATING A SMALL BUSINESS

It is understood that a Public Hearing will be held before a request for the above Conditional Use is, or is not approved. Applicant will be notified of the date and place of the Public Hearing.

APPLICANT SIGNATURE: [Signature] [Signature]

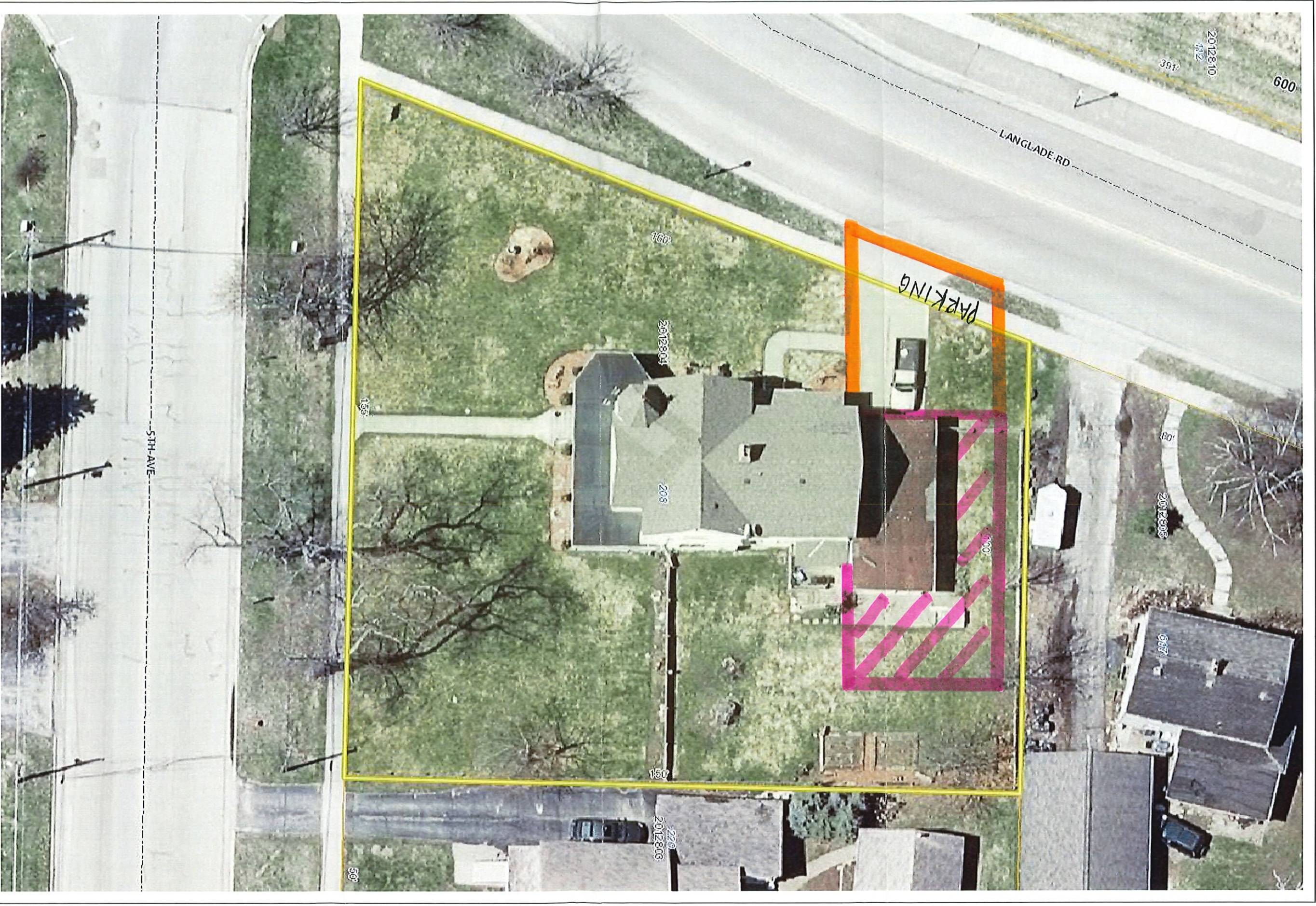
FOR OFFICE USE ONLY BELOW THIS LINE

ADJACENT PROPERTY OWNERS WITHIN 100 FEET

ACTION OF THE CITY PLANNING COMMISSION: APPROVED DENIED

CITY PLAN COMMISSION RECOMMENDATION TO CITY COUNCIL: _____

SIGNATURE OF CHAIRPERSON OF CITY PLAN COMMISSION _____ DATE _____



City of Antigo GIS



DISCLAIMER: The City of Antigo does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

SCALE: 1" = 20'



Print Date: 1/15/2026

City of Antigo

To Whom It May Concern,

This letter is submitted as part of our application for an alcohol beverage license and serves to outline our plan for the responsible sale and service of alcoholic beverages at Trucks Place Restaurant, located at 2506 US Hwy 45, city of Antigo.

Our establishment operates as a restaurant, where food service is the primary purpose of the business. Alcoholic beverages, including mimosas, beer, and bloody Mary, will be offered in a controlled and responsible manner during the restaurant's regular hours of operation, and only as a complement to food service.

Alcohol Sales and Service Plan

- Alcoholic beverages will be served for on-premises consumption only.
- The sale of alcohol is secondary to food service and not the primary focus of the business.
- No alcoholic beverages will be sold or served to individuals under the legal drinking age.

Age Verification and Staff Training

- All customers ordering alcoholic beverages will be required to present valid, government-issued photo identification.
- Employees responsible for alcohol service will be trained in responsible beverage service practices, including recognizing signs of intoxication, and refusing service when appropriate.

Responsible Consumption and Safety

- Management and staff reserve the right to refuse alcohol service to any customer who appears intoxicated.
- The restaurant will maintain a safe, orderly, and family-friendly environment always.

Legal Compliance

We agree to comply with all applicable Wisconsin state laws, City of Antigo ordinances, and Langlade County regulations, including permitted hours of alcohol service, inspections, and any conditions placed on the license by the Common Council or licensing authorities.

Thank you for your time and consideration of our application. We are available to provide any additional information or documentation that may be required.

Sincerely,
Ramon Aguilar



Building Inspection-Zoning Administrator
City of Antigo
700 Edison St.
Antigo, WI 54409

Date: March 3, 2026
To: City Plan Commission
From: Elizabeth McCarthy, Building Inspector/Zoning Administrator
Subject: Approve the Purchase of 1013 6th Avenue for One Dollar From Langlade County With the Intent of Razing the House and Garage

The City of Antigo has been working with Langlade County to determine which tax-revert properties should be auctioned with the intent of resale as habitable dwellings and which homes are past the point of repair and should be torn down. City and county staff created a process in which both parties inspect the property and agree on which houses are salvageable and which ones need to be razed. The county's developer's agreement clearly states the predetermined use of the property, so bidders are aware prior to bidding. 1013 6th Ave is a property that both government bodies agree is not salvageable and razing the house and garage is the best option. The city submitted the only bid of one dollar following two rounds of bids. The county accepted the bid and is willing to sell the property to the city for one dollar. If the sale is approved, then the city is bound by the agreement, and the city must raze the house and the garage. Financially, neither party benefits. The benefit in this case is removing blight and improving the quality of the community. This is the only tax-reverted property in the city this year.

Fiscal Impact: Unknown

Recommendation: My recommendation is to approve the purchase of 1013 6th Avenue for one dollar and accept the terms of Langlade County's Development Agreement.

Attachments:

1. 1013 6th Ave Exterior Inspection Report
2. 1013 6th Ave Interior Inspection Report
3. Street View
4. 1013 6th Ave Development Agreement 2025
5. Administrative and Finance Meeting 2-18-2026

**CITY OF ANTIGO
INSPECTION REPORT**

Report Date: 5/19/2025 – Updated 6/4/25	Inspection Date: 5/19/2025	Permit No.:	Parcel No: 201-0696
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Project Address: 1013 6th Ave	
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Area Inspected, if Partial Inspection: Exterior	If Final Inspection, Occupancy May: Take Place Now <input type="checkbox"/> Take Place Temporarily for _____ days <input type="checkbox"/> Not Take Place Until the Items Below Are Corrected and Inspected <input type="checkbox"/> Other:
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Owner: Mary Drabek	Contractor:
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721 Graham Ave	
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Antigo, WI 54409	
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AN INSPECTION OF THE ABOVE PREMISES HAS DISCLOSED THE FOLLOWING NONCOMPLIANCES:

ORDER NO.	CODE SECTION	FINDINGS AND REQUIREMENTS
1	Sec 14-1688(b)(1) & (d)	Front porch is deteriorated, and its foundation is failing
2	Sec 14-1688(b)(1)	Residing Required – holes, deterioration, is not watertight
3	Sec 14-1688(b)(4)	Reroofing the main house is required – exterior layer is at end of life – multiple layers of roofing exist including cedar shakes
4	Sec 14-1688(b)(1)	Foundation failure, both original house and addition
5	Sec 14-1688(b)(1)	Smaller back addition covering basement entry is collapsed
6	Sec 14-1688(b)(5)	Chimney is collapsed
7	Sec 14-1688(b)(3)	Boarded basement windows
8	Sec 14-1688(d)	Garage roof is leaking

**Notes: *An interior inspection is necessary to complete the inspection of the electrical, plumbing, and HVAC systems and determine the unconfirmed structural violations listed above.
*All properties must be compliant with *Sec 14-188 Housing, yard, and property appearance* only.
*All rental properties must comply with *Sec 14-188 Housing, yard, and property appearance and Article IX – Rental Housing Maintenance*.**

The City of Antigo’s Building Inspection Department’s recommendation is condemnation of the dwelling and accessory building located at 1013 6th Ave.

	Violations Explained To: Langlade County Land Sales Committee	Compliance Date:
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Inspector’s Address: 700 Edison Street, Antigo, WI 54409	Telephone No: 715.623.3633 ext. 134
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**CITY OF ANTIGO
INSPECTION REPORT**

Report Date: 6/4/2025	Inspection Date: 6/4/2025	Permit No.:	Parcel No: 201-0696
Project Address: 1013 6th Ave			

Area Inspected, if Partial Inspection: Interior	Contractor:
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Owner: Mary Drabek

721 Graham Ave	
Antigo, WI 54409	

AN INSPECTION OF THE ABOVE PREMISES HAS DISCLOSED THE FOLLOWING NONCOMPLIANCES:

ORDER NO.	Sec 14-1689	FINDINGS AND REQUIREMENTS
1	Sec 14-1689	Bare electrical wires and boxes through basement, main level, and upper level of the house and a non-code compliant wire direct from basement to shed, electrical system partially water damaged
2	Sec 14-1689	Electrical panel is rusted due to water damage
3	Sec 14-1689	Electrical cords supplying multiple rooms with electrical
4	Sec 14-1689	Water damage throughout the upper level creating mold and rotting floors
5	Sec 14-1688	Floor joists of original house are sagging, cracking, and spliced
6	Sec 14-1689	Back addition foundation is failing and is construction combination rotting wood with direct ground contact and compromised concrete block
7	Sec 14-1689	The original house foundation is stone and is leaking throughout basement, extensive mold, and decayed animals
8	Sec 14-1689	Original house foundation failure creating main and upper-level lean
9	Sec 14-1688	Unvented water heater
10	Sec 14-1689	Front porch is separating from house
11	Sec 14-1689	Nonfunctioning bathrooms, require plumbing repairs

**Notes: *All properties must be compliant with Sec 14-188 Housing, yard, and property appearance and Sec. 14-1689 Unfit dwellings; condemnation procedure only.
*All rental properties must comply with Sec 14-188 Housing, yard, and property appearance and Article IX – Rental Housing Maintenance.**
The City of Antigo’s Building Inspection Department’s recommendation is condemnation of the dwelling and accessory building located at 1013 6th Ave.

	Violations Explained To: Langlade County Land Sales Committee	
		Compliance Date:



**TERMS OF SALE FOR TAX DEED PROPERTY
AND
DEVELOPMENT AGREEMENT**

THIS AGREEMENT is made this _____ day of _____, 2025, by the Langlade County Administrative/Land Sales Committee, a subunit of a Wisconsin municipal corporation ("County"), and _____, ("Purchaser"); collectively referred to as "Parties".

RECITALS

WHEREAS, pursuant to Sec. 75.35(2)(d), Wis. Stat., the Administrative, Finance & Land Sales Committee is authorized to determine the terms of sale for tax deed property subject to Sec. 75.69, Wis. Stat.; and

WHEREAS, the purpose of this Agreement is to identify the terms of sale for the following described tax deed property (hereinafter "Subject Property"):

Tax Parcel ID: 201-0696
Address: 1013 6th Ave.

WHEREAS, in order to protect the County's collateral interest in taxable real estate, the County has determined that certain "improvements" are needed to the Subject Property, such that certain "defects" currently exist on the property that affect the ability to either prepare the property for sale to the public and/or to convey marketable title at the current assessed value; and

WHEREAS, the County estimates that it would need to invest a minimum of \$40,000 in order to cure defects that exist on the Subject Property in order to protect its collateral interests; and

WHEREAS, in establishing the terms of sale for the Subject Property, the County will recognize the amounts expended by the Purchaser to cure or remedy the defects that exist on the Subject Property; and

WHEREAS, Purchaser agrees to acquire the Subject Property in an "as is" condition and to develop the property as described below, with the work completed by _____.

Raze the residential structure located on this property in compliance with all applicable rules and regulations, including those enacted and enforced by the City of Antigo.

WHEREAS, in consideration of entering into this Development Agreement, County agrees to sell the Subject Property to Purchaser for the sum of \$_____. The Purchaser shall be responsible for any recording and transfer fees.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties enter into this Development Agreement.

DISCLAIMER. It is the responsibility of the Purchaser to identify all statutory, regulatory, or local ordinance violations that exist on the property. The Development Agreement is not intended to identify the status of violations that exist on the property. The Development Agreement is intended solely and exclusively for the purpose of improving the condition of tax deed properties, to address the County's collateral interests in the taxable real estate.

LIQUIDATED DAMAGES. In the event that the Purchaser fails to complete the work described in this Development Agreement by the deadline established for such work, then the Purchaser agrees to remit the sum of \$40,000 County as liquidated damages within 30 days of notice of breach of this Agreement.

REPORTING AND RIGHT OF INSPECTION. Within 30 days after the completion date for development activities, Purchaser shall submit documentation (i.e., photos) to the Langlade County Clerk of completed development activities as set forth in this Agreement along with an itemized statement of expenses for the remedial action (i.e., the cost of labor and/or materials). Within 30 days after the completion date for development activities, the Purchaser agrees to allow the County to enter the property upon reasonable notice, to inspect the development activities and determine compliance with this Agreement.

COMPLIANCE WITH REGULATIONS. In performing the work described in this Agreement, Purchaser shall be solely responsible for complying with all applicable laws, rules, and regulations.

WAIVER OF LIABILITY, INDEMNIFICATION, AND HOLD HARMLESS.

By entering into this Agreement, Purchaser agrees to waive any liability against, indemnify and hold harmless the County of Langlade, its officials and employees, for claims or causes of action relating to the Purchaser's and County's actions or omissions under the terms of this agreement, including but not limited to the conveyance and development of the Subject Property.

GOVERNING LAW. This Agreement shall be governed by the laws of the State of Wisconsin.

SEVERABILITY. If any of the terms of this Agreement are declared to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions, or the application of such to persons or circumstances other than those to which it is declared invalid and unenforceable, shall not be affected, and shall remain effective, valid and enforceable to the fullest extent permitted by law.

MODIFICATIONS TO AGREEMENT. There shall be no modifications to this Agreement, except in writing, signed by the Parties.

ENTIRE AGREEMENT. The entire agreement of the Parties is contained herein, and this Agreement supersedes all previous agreements.

The Parties hereto, having read and understood the entirety of this Agreement, hereby affix their duly authorized signatures.

(On behalf of Purchaser)
Address:

(Date)

(On behalf of Langlade County)
800 Clermont Street, Antigo, WI 54409

(Date)



MEETING MINUTES

Committee: ADMINISTRATIVE/FINANCE COMMITTEE
Date: February 18, 2026
Time: 5:30 PM
Location: County Board Room, Lower Level of the Safety Building

The following discussion was held by the Committee at the meeting detailed above:

As a courtesy to others, please silence cell phones and notify the Chairman if you intend to record this meeting.

1. Meeting called to order at 5:33 PM by Chairman Maier.
2. Conduct Roll Call:

ADMINISTRATIVE/FINANCE COMMITTEE			
Name	Role	Status	
Steve Maier	Chairman	Present	
Justin Sorano	Vice-Chair	Absent	
John Medo	Member	Present	
Carol Bardo	Member	Present	
Chet Haatvedt	Member	Present	
Todd Mayr	Member	Present	
Vacant Position	Supervisor Poltrock for vacancy	Present	
Doug Curler	Attended for Sorano	Present	
Others Present			
Name	Interest	Name	Interest
Robin Stowe	Corporation Counsel	Joan Ginter	Finance Director
Tim Dahlby	HR Director	Angie Close	Economic Development Director
Mark Westen	Sheriff	Chris Arrowood	Zoning Administrator
Brian Braun	Highway Commissioner	Ann Wegner	Child Support
Kelly Hays	District Attorney	Kevin Bouche	Maintenance Director
Trepaniers	Interested in Parcel 010-0237.002	Blahniks	Interested in Parcel 010-0237.002
Judy Nagel	County Clerk/Recording Sec.		

3. Please silence all cell phones.
4. Recite the Pledge of Allegiance.
5. **Approve/amend the minutes of the Administrative/Finance Committee Meeting of January 21, 2026:** Motion by Mayr, second by Haatvedt, to approve the Administrative/Finance Committee Meeting Minutes of January 21, 2026. All ayes, motion carried.
6. **Open Sealed bids on the following Tax Delinquent Properties: Phase 2:**
 - **Parcel: 010-0237.002, 1 Acre, House and Outbuilding, W4195 Highway 64, Town of Evergreen. No sealed bids for FMV. Expenses Incurred: \$4206.24.**
 Committee Chairman Maier opened the Sealed Bids, Phase 2 for Parcel 010-0237.002:
 Bid #1: Jeff Wickersheim, 20% is \$801.00, total bid \$4005.00
 Bid #2: Richard Trepanier, 20% is \$1500, total bid \$7500
 Bid #3: Scott Lis, 20% is \$920, total bid \$4600
 Bid #4: Joanne Spencer, 20% is \$932.90, total bid \$4664.46
 Bid #5: Joseph Blahnik, 20% is \$2150, total bid is \$10,750
 Bid #6: Susan Phillips, 20% is \$1041, total bid is \$5205

Meeting Minutes (Continued)

Motion by Haatvedt, second by Bardo, to accept Bid #5, Joseph Blahnik, 20% is \$2150, total bid is \$10,750. All ayes, motion carried.

- **Parcel: 201-0696, House, 1013 6th Avenue, Antigo, City of Antigo. No sealed bids for FMV. Expenses Incurred: \$11,117.58.**

Committee Chairman Maier opened the one sealed bid for Parcel 201-0696:

City of Antigo, \$1.00, which will include a signed development agreement.

Discussion held, as the City agrees to raise the dwelling. Motion by Haatvedt, second by Mayr, to accept the bid from the City of Antigo, \$1, with a Development Agreement. All ayes, motion carried.

- 7. Review County Board Rule Change: Authority to Administer the Opioid Policies and Opioid Fund to the Administrative Finance Committee:** Discussion held. Motion by Medo, second by Haatvedt, to approve the County Board Rule change to Revise the Board Rules to Delegate Policy and Expenditure Oversight of Opioid Settlement Fund to the Administrative Finance Committee. All ayes, motion carried.
- 8. Committee approval to invest Opioid Funding, a set amount, and income from the investment is dedicated to Opioid Expenditures:** Haatvedt discussed the Opioid Fund, over \$406,000, with a potential to receive additional settlement funds. Discussion on the approved use of the funds, investing the Opioid Fund, and leaving fund balance for requests. Discussion on investment revenue returning to the Opioid Fund. Motion by Haatvedt, second by Medo, to approve the Administrative Finance Committee take \$250,000 from the Opioid Fund and invest \$150,000 in long-term investments and \$100,000 in short-term investments, allowing the County Treasurer the flexibility needed to invest the \$250,000. All ayes, motion carried.
- 9. Review of Compensation-Related Actions that were Authorized Prior to the Adoption of the Moratorium:** Corporation Counsel Stowe and HR Director Dahlby discussed the County's Moratorium, which paused any wage increases in the min/mid/max Compensation Plan until a new Compensation Plan is adopted or the moratorium sunsets on April 1, 2026, also pausing temporary wage increases. Discussion on compensation issues that were in flight and part of the 2026 Budget should be moving forward. Discussion on the proposed Compensation Plan from the Ad Hoc Compensation Committee that will be forwarded to the Personnel Committee and to the County Board. Discussion on the anniversary dates for those employees promised to move to the midpoint, 24 employees are affected. Discussion on employee morale, affordability, transparency, and adopting a plan that can be a working document. The Committee agrees that the promised employees (24) and the outliers move to the appropriate steps.
- 10. Discuss Resolution #5-2026, Establish an Ad Hoc Committee to Study Options to Operate and Promote the Langlade County Fairgrounds:** Discussion on the options to operate and promote the Langlade County Fairgrounds, utilizing the Fairgrounds to its full potential. Corporation Counsel Stowe discussed the oversight of the Fairgrounds over the last 30 years. Discussion on the Forestry, Parks, and Recreation Committee holding a Fairground User meeting, adjusting the rates to use the Fairgrounds, and using the previous user forms for the Fairgrounds. Motion by Haatvedt, second by Medo, to table Resolution #5-2026. All ayes, motion carried. Discussion on the financial impact of proposed rate changes, contract reviews with the 2026 Fairground Users, and User Economic Impact. No action, information only.
- 11. Update on the 2024-2026 Langlade County Strategic Plan, inviting Economic Development Director Angie Close:** Economic Development Director Close provided a 2025 summary as it relates to the Langlade County Strategic Plan 2024-2026. Goal #1 was to establish Langlade County as a Destination for Residential Relocation, Industrial Growth, and Recreational Opportunities. Close reviewed the measurable outcomes of Langlade County Economic Development and Goal #1: Countywide Branding, Marketing & Visibility; Workforce Recruitment & Retention Support; Business Retention, Expansion & Entrepreneurship; Capital Investment & Industrial Readiness; and Infrastructure & Community Competitiveness. No action, information only.
- 12. Discuss RS #6-2026 Resolution requesting WCA Lobby State Legislature and Governor on Legislation for Greater Control for WI Counties:** Motion by Mayr, second by Medo, to adopt RS #6-2026. Haatvedt discussed the wording in the resolution that refers to large-scale wind and solar projects, noting that this resolution came from another county and large-scale wind and solar projects do not have significant impacts in Langlade County. Discussion held. Motion by Haatvedt, second by Curler, to table RS #6-2026 until the April County Board Meeting, coming back with language changes. All ayes, motion carried.

Meeting Minutes (Continued)

- 13. Discuss RS #7-2026 Resolution Regarding Funding for NG911 Upgrades:** Zoning Administrator Arrowood discussed the 911 issues: centerlines and 45,000 critical addressing errors. Arrowood noted that this grant is the last opportunity for implementation of the NG911 Upgrades, a 95% State and 5% County Grant. Arrowood is working with the City of Antigo, Ayres, NCWRPC, the Sheriff, and IT to secure the grant. The County's portion for the NG911 Upgrades through the grant would be \$14,500.61. Motion by Medo, second by Haatvedt, to approve and forward to the March County Board RS#7-2026 regarding grant funding for NG911 Upgrades. All ayes, motion carried.
- 14. Financial Analysis for the following Departments:**
- **Sheriff's Office:** Reviewed and discussed with the Committee. Sheriff Westen was available for questions.
 - **Jail:** Reviewed and discussed with the Committee. Sheriff Westen discussed inmate health care cost increases.
 - **Emergency Management:** Reviewed and discussed with the Committee. The EM Director is under the Sheriff's Office.
 - **District Attorney:** Reviewed and discussed with the Committee. District Attorney Hays was available for questions. Discussion on Diversion Grant and State Reimbursement for Victim-Witness.
 - **Child Support:** Reviewed and discussed with the Committee. Child Support Coordinator/Specialist Wegner was available for questions.
 - **Maintenance:** Reviewed and discussed with the Committee. The Maintenance Director was available for questions. Discussion on the Finance Department doing clerical duties for the Maintenance Department. Custodial services discuss, with a suggestion for a time study on building cleaning.
 - **UW Extension:** Reviewed and discussed with the Committee. Discussion on the pay for services for the UW Extension.
 - **Airport:** Reviewed and discussed with the Committee. Finance Director Ginter stated that the Airport revenue is from hangar rental.
- 15. Finance Director:**
- **Financial Update from Finance Director:** Finance Director Ginter distributed a copy of the Innovation Grant, letting the Committee know that if there is any interest in applying, to follow up as this closes at the end of March. Ginter stated that the Finance Department is working on year end account balances and closures, preparing for the Auditors, and prepared the Indirect Cost Audit.
 - **Budget Entries to be reviewed/approved/signed off:**
 - Finance Director Ginter reviewed the Budget Transfer from Forest Preservation to fund the Pine River Crossing Project, \$14,782.50.
 - Finance Director Ginter reviewed the Budget Journal Entry transferring from the Rec Fund to Parks and Rec Capital Equipment, \$11,628.75.
 - Finance Director Ginter reviewed the Budget Journal Entry adjustment for the fiscal year grant, partially spent in 2025, from Program Expenses to Normalcy Grant, \$567.28.
 - Finance Director Ginter reviewed the Budget Journal Entry, and Emergency Management received an additional grant of \$25,605.93.
- 16. Discuss the coordination of management functions of County Government, subject to the authority delegated to the Committee:** The Committee discussed the pending retirement of Corporation Counsel, intending to retire in June 2026. The Committee discussed options of FT Corp Counsel, contracting for services for Corp Counsel, Corp Counsel job description, FT legal secretary, overlap of Corp Counsels for two months, and contracting with Marathon County for crisis cases. Discussion on the timeline of transition.
- 17. Verify the date of the next meeting:** Next meeting is March 16, 2026, at 5:30 p.m. in the County Board Room.
- 18. Adjourn the meeting:** Motion by Mayr, second by Bardo, to adjourn the February 18, 2026, Administrative Finance Meeting at 8:45 p.m. All ayes, motion carried.

Minutes submitted by:
Judy Nagel, County Clerk, Recording Secretary