



## City of Antigo

### Finance, Personnel & Legislative Committee Meeting

Council Chambers  
City Hall, 700 Edison Street

Wednesday, March 18, 2026  
6:00 PM

#### Call to Order

#### Approval of Minutes

1. Approve Minutes from the February 11, 2026 Special Meeting and February 18, 2026 Meeting

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

2. Waiving of Bidding Requirements to Purchase Used Loader for Street Department
3. Purchase of 1013 6th Avenue for One Dollar From Langlade County With the Intent of Razing the House and Garage
4. Request a Street Closure for Langlade County Motorplex Off-Road Races from May 28 - May 31, 2026 Pending Signatures.
5. Extend the Noise Ordinance to 12am during the Langlade County Motorplex Off Road Races for the dates of May 28 - May 31
6. Waiving of Bidding Requirements to Purchase a New Tandem from Quinlan's Equipment
7. Sale of 1975 CAT Grader to Langlade County
8. Cost of Livestreaming Meetings and Decide What Meetings to Livestream

#### 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: March 12, 2026

Thomas C. Bauknecht



Street Department  
City of Antigo  
700 Edison St.  
Antigo, WI 54409

**Date:** March 18, 2026  
**To:** Finance, Personnel & Legislative Committee  
**From:** Kirk Packard, Street Commissioner  
**Subject:** Waiving of Bidding Requirements to Purchase Used Loader for Street Department

I may have the opportunity to possibly purchase a used loader with attachments. Because the loader is used I would not be able to bid this specific item out, therefore I am requesting approval to purchase a used loader and waive the bidding process.

**Fiscal Impact:** Utilizing budgeted funds.

**Recommendation:** Approve the purchase of a used loader with attachments and waiving the bidding requirements.

**Attachments:**  
None



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

**Date:** March 18, 2026  
**To:** Finance, Personnel & Legislative Committee  
**From:** Elizabeth McCarthy, Building Inspector/Zoning Administrator  
**Subject:** 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 6<sup>th</sup> 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 Developer's 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: <b>5/19/2025 – Updated 6/4/25</b>	Inspection Date: <b>5/19/2025</b>	Permit No.:	Parcel No: <b>201-0696</b>
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Project Address: <b>1013 6<sup>th</sup> Ave</b>	
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Area Inspected, if Partial Inspection: <b>Exterior</b>	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: <b>Mary Drabek</b>	Contractor:
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<b>721 Graham Ave</b>	
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<b>Antigo, WI 54409</b>	
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AN INSPECTION OF THE ABOVE PREMISES HAS DISCLOSED THE FOLLOWING NONCOMPLIANCES:

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

**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 6<sup>th</sup> Ave.**

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

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

Area Inspected, if Partial Inspection: <b>Interior</b>	Contractor:
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Owner: <b>Mary Drabek</b>
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<b>721 Graham Ave</b>	
<b>Antigo, WI 54409</b>	

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 6<sup>th</sup> Ave.**

	Violations Explained To: Langlade County Land Sales Committee	
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	Compliance Date:
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**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 6<sup>th</sup> 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.

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(On behalf of Purchaser)  
Address:

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(Date)

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

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(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 6<sup>th</sup> 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



APPLICATION FEE \$25.00

CITY OF ANTIGO APPLICATION FOR PARADE, SPECIAL EVENT, OR STREET USE PERMIT

DATE OF APPLICATION: 3/10/2026 AGENT NAME: Zach Zagor + Eugene Perrot MUST BE AUTHORIZED TO SIGN FOR SPONSORING ORGANIZATION

MAILING ADDRESS: W10073 parkside lane STATE: WI ZIP: 54409

EMAIL: zachzagor1999@gmail.com

PHONE#: 715 216 5507 WORK/CELL NUMBER#: 715 216 5507

SPONSORING ORGANIZATION: Langlade city Motorplex

ORGANIZATION'S EXECUTIVE OFFICER: Zach Zagor PHONE: 715 216 5507

IF YOU ARE HAVING AN EVENT IN WHICH THE PUBLIC IS INVITED YOU MUST HAVE AN EVENT PERMIT

EVENT DATE(S): May 28th - 31st START TIME: 7:00 am AM PM END TIME: 7:00 AM PM

NAME OF EVENT: Langlade city Motorplex off road race

REASON FOR EVENT: Fundraiser for the community

PERSON(S) RESPONSIBLE FOR DATE/SITE Zach Zagor Eugene Perrot Must be present at the event and on the premises for the reservation date for the duration of the event.

ANTICIPATED NUMBER OF PARTICIPANTS/ATTENDEES:

TYPE: [ ] Parade/Walk/Run [ ] Special Event [X] Street Use/Closure For each "TYPE" checked please complete the corresponding section (see below)

PARADE/WALK/RUN

ANTICIPATED NUMBER OF PARADE VEHICLES OR FLOATS:

ASSEMBLY POINT DISBANDING POINT

PARADE/WALK/RUN ROUTE:

N/A

SPECIAL EVENT

LOCATION OR FACILITY OF EVENT:

STREET USE/CLOSURE

A PETITION FOR STREET USE MUST BE SIGNED BY AT LEAST 75% OF RESIDENTS OVER EIGHTEEN (18) YEARS OF AGE LIVING ALONG THE PORTION OF THE STREET IDENTIFIED AS THE DESIGNATED AREA FOR THE PROPOSED PERMIT AND RETURNED WITH THE COMPLETED APPLICATION AND FEE.

PURSUANT TO ARTICLE IX, ANTIGO MUNICIPAL CODE, I REQUEST A STREET USE PERMIT FOR:

THE 200-300 (NUMBER) HUNDRED BLOCK(S) OF North Ave (STREET NAME).

REASON STREET CLOSURE IS NECESSARY:

PLEASE ANSWER YES OR NO TO THE FOLLOWING:

- 1. ARE YOU SERVING OR SELLING ALCOHOLIC BEVERAGES?  YES  NO  
 YOU MUST OBTAIN A SPECIAL CLASS B LICENSE AT THE CITY CLERK'S OFFICE TO SELL OR SERVE FERMENTED MALT BEVERAGES AT A PUBLIC EVENT
- 2. ARE YOU PLANNING ON PLAYING MUSIC OR USING AMPLIFICATION?  YES  NO  
 EXCESSIVE VOLUME MAY BE DISRUPTIVE TO NEARBY NEIGHBORS. PLEASE LIMIT VOLUME TO A REASONABLE LEVEL
- 3. WILL YOU BE WORKING WITH OUTSIDE VENDORS (I.E., BOUNCY HOUSES/CATERERS)  YES  NO  
 PLEASE CONSULT CITY STAFF FOR GUIDELINES IF YOU ARE HIRING OUTSIDE VENDORS

**RULES & REGULATIONS**

- 1. You are required by state law to provide sufficient containers to separate recyclable materials from trash at parade and special event locations.
- 2. Throwing candy, toys, souvenirs, etc., from moving parade vehicles is prohibited. Please distribute items by walking along the parade route.
- 3. Operators of all parade units, regardless of power, shall be a minimum of 16 years of age.
- 4. Any damage to parking lots, streets, etc. will be billed to the applicant. (i.e., tent stakes in blacktop, etc.)

**REQUESTED CITY SERVICES**

- PLEASE NOTE THE REQUESTED CITY SERVICES ARE NOT GUARANTEED
- IT IS YOUR RESPONSIBILITY TO CONTACT THE APPROPRIATE DEPARTMENT AT LEAST 30 DAYS PRIOR TO YOUR EVENT

- POLICE ESCORT – 715.627.6411
- BARRICADES/TRAFFIC CONTROL – 715.623.4754
- TRASH BARRELS – 715.623.3633 X-131
- EMS SERVICES ON SITE – 715.623.3633 X-142
- TRAILER WITH TABLES AND CHAIRS (ADDITIONAL FEE): 715.623.3633 X-131
- DOWNTOWN SOUND SYSTEM: 715.623.3633 X-122
- OTHER; PLEASE LIST: \_\_\_\_\_

POLICE: 715.627.6411  
FIRE / AMBULANCE DEPARTMENT: 715.623.3633 x-142

PUBLIC WORKS: 715.623.4754  
PARKS: 715.623.3633 x-131

**CITY OF ANTIGO INSURANCE REQUIREMENTS**


- 1. CERTIFICATE TO BE ON FILE FOR GENERAL LIABILITY COVERAGE OF \$1,000,000 PER OCCURRENCE/\$2,000,000 AGGREGATE
- 2. THE CITY OF ANTIGO; 700 EDISON STREET, ANTIGO, WI 54409 MUST BE LISTED AS AN ADDITIONAL INSURED
- 3. A COPY OF THIS INSURANCE CERTIFICATE MUST BE INCLUDED WITH THIS APPLICATION

NAME OF YOUR LIABILITY INSURANCE CARRIER \_\_\_\_\_

**PLEASE EMAIL INSURANCE CERTIFICATES TO:**  
[kmatucheski@antigo-city.org](mailto:kmatucheski@antigo-city.org) (715.623.3633 X-102)

The applicant shall defend, indemnify and hold harmless the City, its elected or appointed officials, officers, agents, employees and volunteers, from and against all claims, demands, suits, loss, bodily injury, personal injury, death and liability, direct or indirect (including any and all costs and expenses in connection therewith), incurred by any reasons of act or omission of the applicant, its officers, agents, employees or anyone, in any way connected with the applicant's services and obligations under this agreement. This indemnification obligation shall not be limited in any way by any limitation of the amount or type of insurance carried by the applicant. Applicant agrees at its own cost, expense and risk, to defend any and all claims, actions, suits or other legal proceedings brought or instituted against the City, its directors, officers, agents, employees and volunteers or any of them, arising out of the applicants service, omissions or acts in connection with this agreement, and to pay and satisfy any resulting judgments.

**BY SIGNING THIS FORM, I ACKNOWLEDGE THAT ALL ANSWERS ARE TRUE AND CORRECT. I ALSO ACKNOWLEDGE THAT I HAVE RECEIVED A COPY OF THE PARADE AND SPECIAL EVENTS OR STREET USE ORDINANCE AS APPROVED BY THE ANTIGO CITY COUNCIL.**

APPLICANT'S SIGNATURE 

DATE 3-10-26



Street Department  
City of Antigo  
700 Edison St.  
Antigo, WI 54409

**Date:** March 18, 2026  
**To:** Finance, Personnel & Legislative Committee  
**From:** Kirk Packard, Street Commissioner  
**Subject:** Waiving of Bidding Requirements to Purchase a New Tandem from Quinlan's Equipment

I am requesting to waive the bidding requirements to purchase a new tandem from Quinlan's Equipment because of the current incentives offered on Internationals. If I wait to bid the truck, we will lose the current incentive offered by International. This item is budgeted for.

I will be able to provide more information regarding this item at the meeting.

**Fiscal Impact:** This item is budgeted for.

**Recommendation:** Approve waiving of the bidding requirements for the purchase of a new tandem from Quinlan's Equipment.

**Attachments:**  
None



Street Department  
City of Antigo  
700 Edison St.  
Antigo, WI 54409

**Date:** March 18, 2026  
**To:** Finance, Personnel & Legislative Committee  
**From:** Kirk Packard, Street Commissioner  
**Subject:** Sale of 1975 CAT Grader to Langlade County

Langlade County has offered to purchase our 1975 CAT Grader. The transmission is going out on this grader. The County is aware of this. If we purchase the used loader, it will replace this grader.

**Fiscal Impact:**

**Recommendation:** Approve selling the 1975 CAT Grader to Langlade County as is.

**Attachments:**

None



Clerk-Treasurer  
City of Antigo  
700 Edison St.  
Antigo, WI 54409

**Date:** March 18, 2026  
**To:** Finance, Personnel & Legislative Committee  
**From:** Kaye Matucheski, Clerk-Treasurer/Finance Director  
**Subject:** Cost of Livestreaming Meetings and Decide What Meetings to Livestream

There have been requests and the City has discussed livestreaming meetings. We have a quote from CivicPlus, our agenda/meeting management software, in the amount of \$4,975 for the initial investment and \$5,500 annual fee (plus a 5% uplift in year 2). The City will need an encoder which looks like there is a no-cost option available.

In addition to this equipment, we are researching where the data is stored and how residents access it. I will have these answers at the committee meeting.

There are two decisions to make with the first being to approve the cost of the livestreaming with CivicPlus plus possible other fees for storage and access. The second is to decide which meetings will be livestreamed.

Should you have questions, please feel free to contact me.

**Fiscal Impact:** \$4,975 for initial investment

**Recommendation:** To approve starting the livestreaming of meetings and send to Council.

**Attachments:**

1. Antigo WI Quote - Livestreaming updated



**CivicPlus**

302 South 4th St. Suite 500  
Manhattan, KS 66502  
US

**Quote #:**  
**CivicPlus Pricing**  
**Approval Date:**  
**Expires On:**

Statement of Work  
Q-110286-1  
3/10/2026 4:50 PM  
4/30/2026

**Client:**  
City of Antigo, WI

**Bill To:**  
ANTIGO CITY, WISCONSIN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Megan Poole		megan.poole@civicplus.com		Net 30

Discount(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	AMM: Year 1 Annual Fee Discount	Year 1 Annual Fee Discount

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	CivicPlus Media: Implementation Fee	CivicPlus Media: Implementation Fee

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	CivicPlus Media: Annual Fee	CivicPlus Media Annual Fee: Unlimited storage, unlimited users, up to 3 concurrent streams
1.00	CivicPlus Media: Closed Captions/Transcription for Video On-Demand (Machine)	CivicPlus Media: Closed Captions/Transcription for Video On-Demand (Machine); Invoiced monthly based on usage and service level, \$0.45 per minute

List Price - Initial Term Total	USD 6,350.00
Total Investment - Initial Term	USD 4,975.00
Annual Recurring Services (Subject to Uplift)	USD 5,500.00

Initial Term	12 Months Beginning at Signing
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

**Acceptance of Quote # Q-110286-1**

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

\_\_\_\_\_  
Printed Name:

\_\_\_\_\_  
Printed Name:

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date:

Organization Legal Name:

\_\_\_\_\_  
Billing Contact:

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Billing Phone Number:

\_\_\_\_\_  
Billing Email:

\_\_\_\_\_  
Billing Address:

\_\_\_\_\_  
Mailing Address: (If different from above)

\_\_\_\_\_  
PO Number: (Info needed on Invoice (PO or Job#) if required)