



City of Antigo

Finance, Personnel & Legislative Committee Meeting

Council Chambers
City Hall, 700 Edison Street

Wednesday, June 17, 2026
6:00 PM

Call to Order

Approval of Minutes

1. Approve Minutes from the May 13 and May 20, 2026 Meetings

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

2. Letter from Ken & Lynn Kowalski Regarding a Nuisance Abatement Charge for Removing Garbage in the Yard at 1331 Fifth Avenue
3. Budget Transfer for a Severance Payout
4. New Automated License Plate Reader (ALPR) Policy for the Police Department
5. Apply for Two FEMA Assistance to Firefighters Grants to Replace the Fire Engine and to Replace the Self-Contained Breathing Apparatus and Compressor.
6. Replacement of the 1998 Fire Engine
7. Review Stand-by Ambulance Fees and Parking Lot Sweeper Fees to Promote Events at the Fairgrounds (Requested by Alderperson Dieck)
8. Budget Guidelines for Contributions to Non-Profits (Referred by Alderperson Edwards)

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: June 11, 2026

Thomas C. Bauknecht



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

Date: June 17, 2026

To: Finance, Personnel & Legislative Committee

From: Kaye Matucheski, Clerk-Treasurer/Finance Director

Subject: Letter from Ken & Lynn Kowalski Regarding a Nuisance Abatement Charge for Removing Garbage in the Yard at 1331 Fifth Avenue

Attached is a letter from Ken & Lynn Kowalski regarding a charge for a Nuisance Abatement for Garbage in the Yard at 1331 Fifth Avenue. In addition to their letter, also included is a copy of the letter sent to them, the envelope the letter was sent to her in, and a copy of the invoice.

Fiscal Impact:

Recommendation:

Attachments:

1. Kowalski Nuisance Assessment Documentation

5/21/26
City of Antigo
% City Clerk
700 Edison St.
Antigo, Wi. 54409

Re: 1331 5th Ave.
Citation for piles of furniture, I have
misplaced the bill it was around \$100⁰⁰
I am attaching letter dated 2/24/26 from city
When I talked with Inspector Mc Carthy
had originally told her I never received
it. After going thru file did receive it.
It has a Milw. post stamp ~~at~~ 2/27/26,
however I never received it until 3/9/26
15 days from Antigo. We were in the
process of cleaning out unit. Once
we had everything out our intention was
to bring our trailer out and dispose of it.
I am hoping you will consider dismissing
this or at least making a concession
and reducing it in half. Anything you
can do will be greatly appreciated

Sincerely,

Kenneth Kowalick
P.O. Box 574
Dawson, Wi. 54403
715 842-4457
715 432-2415



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

(715) 623-3633 ext. 100

SPECIAL ASSESSMENT INVOICE

MAIL TO

KENNETH/LYNN KOWALSKI
PO BOX 514
WAUSAU WI 54403

INVOICE 3570

DATE 04/29/2026

SERVICE ADDRESS 1331 FIFTH AVE	PARCEL 2012318001
CUSTOMER NO. 1078	

ASSESSMENT TYPE	
Garbage Removal 3/9/26 Nuisance Abatement 41	AMOUNT \$ 402.69
Please remit payments to: City of Antigo 700 Edison St Antigo, WI 54409	

(Amount includes sales tax when applicable)

SPECIAL ASSESSMENT PAYMENT OPTIONS:

- Full payments received *prior to 05/29/2026* will not accrue interest.
- Partial payments received *prior to 05/29/2026* will only accrue interest on the remaining balance.
- Payments received on or after *05/29/2026* will accrue interest on the unpaid balance. Partial payments may be made at any time.
- Any unpaid balance plus accrued interest will be transferred to the real estate taxes in November.

PLEASE NOTE: Interest accrues daily at the rate of 4.000000% per year.



BUILDING INSPECTOR/ZONING ADMINISTRATOR
715-623-3633 ext. 134
FAX 715-627-7099

2/24/2026

KENNETH/LYNN KOWALSKI
PO BOX 514

WAUSAU, WI 54403

Re: 1331 FIFTH AVE - (2012318001)

Dear Sir or Madam:

The City of Antigo's Building Inspection and Zoning Department is aware of the following issues: large pile of furniture in your yard. This is a violation of City of Antigo Municipal Codes: Sec. 6-7, Sec. 6-151, and Sec. 22-188, of which I have enclosed a copy for your review. This is a danger to health and safety and must be resolved.

This violation needs to be addressed within 7 days. If you do not comply with the ordinance in that timeframe, city personnel will act on the violations and you will be billed for all charges incurred.

If you have questions please contact me at 715.623.3633 Ext.134.

Thank you for your assistance in this matter.

Respectfully,

Elizabeth A McCarthy
City of Antigo Building Inspector

Sec. 6-7. - Rodent control.

(a)Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Hardware cloth means wire screening of such thickness and spacing as to afford reasonable protection against the entrance of rodents.

Owner and manager. Whenever any person shall be in actual possession of or have charge, care or control of any property within the city, as executor, administrator, trustee, guardian or agent, such person shall be deemed and taken to be the owner of such property within the true intent and meaning of this section and shall be bound to comply with this section to the same extent as the owner. Notice to any such person of any order or decision of the building inspector or his/her designee shall be deemed and taken to be a good and sufficient notice, as if such person were actually the owner of such property.

However, whenever entire premises or any buildings are occupied as a place of business, such as a store, factory, warehouse, rooming house, junkyard, lumberyard or any other business under a single management, the person in charge of such business shall be considered the owner or manager.

Rodent means all nuisance animals.

Rodent harborage means any place where rodents can live and nest without fear of frequent molestation or disturbance. Rodent proof container means a container constructed of concrete or metal, or a container lined with metal or other material that is impervious to rodents, with openings into the container, such as doors, tightfitting to prevent the entrance of rodents.

Rodent proofing consists of closing openings in building foundations and openings under and around doors, windows, vents and other places which could provide means of entry for rodents with concrete, sheet iron, hardware cloth or other types of rodent proofing material approved by the city.

(b)Elimination of rodent harborages. Whenever accumulations of rubbish, boxes, lumber, scrap metal, car bodies or any other materials provide rodent harborage, the person owning or in control of such materials shall cause the materials to be removed, or the materials shall be stored so as to eliminate the rodent harborage. Lumber, boxes and similar materials shall be neatly piled. These piles shall be raised at least a foot above the ground. When the owner of the materials cannot be found after a reasonable search, the owner or manager of the premises on which the materials are stored shall be responsible for disposal or proper piling of the materials.

(c)Elimination of rodent feeding places. No person shall place or allow to accumulate any materials that may serve as a food for rodents in a site accessible to rodents. Any waste material that may serve as food for rodents shall be stored in rodent proof containers. Feed for birds shall be placed on raised platforms, or such feed shall be placed where it is not accessible to rodents.

(d)Extermination. Whenever rodent holes, burrows or other evidence of rodent infestation are found on any premises or in any building within the city, it shall be the duty of the owner or manager of such property to exterminate the rodents or to cause the rodents to be

exterminated. Within ten days after extermination, the owner or manager shall cause all of the rodent holes or burrows in the ground to be filled with earth or other suitable material.

(e) Rodent proofing. It shall be the duty of the owner or manager of any building in the city to make such building reasonably rodent proof, to replace broken basement windows and, when necessary, to cover the basement window openings with hardware cloth or other suitable material for preventing rodents from entering the building through such window openings.

(Code 1999, § 8-1-7)

Sec. 6-151. - Garbage and trash receptacles.

(a) It is unlawful for the agent, owner, tenant or occupant of any premises to have, maintain, or keep any garbage or mixed refuse thereon except in containers as prescribed in this article. Such containers shall be composed of rigid, durable materials, have tight-fitting covers, be fitted with handles, and be capable of preventing leakage or the entrance of water, insects and animals. Garbage or mixed refuse must be stored within such container with the lid closed. The containers and the charge for such service shall be consistent with all rules, regulations and grant requirements imposed by the State of Wisconsin upon the city or Langlade County.

(1) Garbage or mixed refuse shall be placed in plastic bags or otherwise adequately wrapped before being placed in the garbage containers. Plastic bags may be used as liners inside approved garbage containers.

(2) The total capacity of all provided garbage and refuse containers and all bulk storage containers shall be sufficient to meet the needs of the occupants of the dwelling unit to which they relate.

(3) It shall be unlawful to place any garbage or mixed refuse into a container not meeting the standards of this section. All containers shall be easily filled, emptied and cleaned, and shall be maintained at all times in a clean and sanitary condition.

(b) Recyclable materials shall be placed for collection in receptacles which are adequate to prevent the blowing or scattering of materials therefrom.

(c) Bulk storage containers which are used for the storage of garbage or mixed refuse for dwellings or for commercial operations, shall be watertight, constructed of metal or other durable material impervious to rodents, capable of being serviced without creating unsanitary conditions, and equipped with doors or covers that are tight-fitting. Such containers, as well as the area immediately surrounding them, shall be maintained in a clean sanitary condition by the owner of such container.

(d) Ashes shall be adequately cooled and dried before being placed out for collection.

(e) Prepaid bags, which have a minimum thickness of two mils and which meet the minimum criteria of the standards of the National Sanitation Foundation, may be used as provided in this article.

(f) Recyclables shall be collected and maintained in a marketable condition.

(Ord. No. 1102B, § 12, 10-8-2003; Ord. No. 1105B, § 6, 1-14-2004)

Sec. 22-188. - Health.

The following acts, omissions, places, conditions and things are specifically declared to be public health nuisances, but such enumeration shall not be construed to exclude other health nuisances coming within the definition of section 22-187:

- (1) *Adulterated food.* All decayed, harmfully adulterated or unwholesome food or drink sold or offered for sale to the public.
 - (2) *Unburied carcasses.* Carcasses of animals, birds or fowl not intended for human consumption or foods which are not buried or otherwise disposed of in a sanitary manner within 24 hours after death.
 - (3) *Breeding places for vermin, etc.* Accumulations of decayed animal or vegetable matter, trash, rubbish, rotting lumber, bedding, packing material, scrap metal or any material whatsoever in which flies, mosquitoes, disease-carrying insects, rats or other vermin may breed.
 - (4) *Stagnant water.* All stagnant water in which mosquitoes, flies or other insects can multiply.
 - (5) *Garbage cans.* Garbage cans which are not flytight.
 - (6) *Noxious weeds.* All noxious weeds and other rank growth of vegetation as identified in section 6-4.
 - (7) *Water pollution.* The pollution of any public well or cistern, stream, lake, canal or other body of water by sewage, creamery or industrial wastes or other substances.
 - (8) *Noxious odors, etc.* Any use of property, substances or things within the city or within four miles thereof or causing any foul, offensive, noisome, nauseous, noxious or disagreeable odors, gases, effluvia or stenches extremely repulsive to the physical senses of ordinary persons which annoy, discomfort, injure or inconvenience the health of any appreciable number of persons within the city.
 - (9) *Street pollution.* Any use of property which shall cause any nauseous or unwholesome liquid or substance to flow into or upon any street, gutter, alley, sidewalk or public place within the city.
 - (10) *Animals at large.* All animals running at large.
 - (11) *Accumulations of refuse.* Accumulations of old cans, lumber, elm firewood and other refuse.
 - (12) *Air pollution.* The escape of smoke, soot, cinders, noxious acids, fumes, gases, fly ash or industrial dust within the city limits or within one mile therefrom in such quantities as to endanger the health of persons of ordinary sensibilities or to threaten or cause substantial injury to property.
- (Code 1999, § 11-6-3)

City of Antigo Building Inspector/Zoning Administrator
City Hall
700 Edison Street
Antigo, WI 54409

Kenneth Lynn Kowalski
PO Box 514
Wausau, WI 54403

MILWAUKEE, WI 530

27 FEB 2026 PM 1:51 CLASS MAIL

043M31271488
02/25/2026 ZIP 54409
\$000.74

US POSTAGE



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

Date: June 17, 2026
To: Finance, Personnel & Legislative Committee
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Subject: Budget Transfer for a Severance Payout

When employees retire, they are able to receive payouts for sick leave and vacation time. It is hard to budget for these retirements in individual departments because we do not always know about them at budget time. The City budgets in a separate severance reserve account to make sure there are funds available for retirement payouts.

There was a recent retirement in the Police Department so a transfer from the severance reserve account to the department's severance line item is needed in the amount of \$42,044.92. I am requesting approval for this transfer which will then have to be forwarded to Council for action.

Fiscal Impact: None

Recommendation: Approve Budget Transfer

Attachments:
None



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

Date: June 17, 2026
To: Finance, Personnel & Legislative Committee
From: Joe Husnick, Police Chief
Subject: New Automated License Plate Reader (ALPR) Policy for the Police Department

The Antigo Police Department is currently under contract with Flock Safety Inc. Flock Safety is a software company focusing on security hardware, particularly automated license plate recognition, (ALPR.) The City of Antigo Police Department uses this technology to assist officers in multiple investigations including, but not limited to thefts, drug manufacturing and delivery cases, missing persons, and stolen vehicles.

When the Flock Safety software was purchased, a policy was never put in place. I want to continue to use this investigative tool, but I feel it is very important to have a policy in place not only to establish general guidelines and procedures for the use of the system but also to assign a designated ALPR administrator who will oversee the program, its usage, and any updates. The administrator will also report back to the chief of police on the usage of the software and compile a success list. The policy will also cover and define any abuse to the system and the consequences of such abuse.

Since taking on the new role of chief, I have assembled an ALPR policy. The policy that I have drafted has been looked over with staff at the police department along with City Administrator Michael Wetzel and have their approval.

Fiscal Impact: NA

Recommendation: I am asking that the new ALPR policy be approved so it can be effective immediately.

Attachments:

1. License Plate Readers - MW memo
2. #34 License Plate Readers



From: Michael Wetzel, City Administrator

Date: June 1, 2026

To: Finance, Personnel, & Legislative Committee

Subject: License Plate Reader Policy

Description of Subject Matter:

The City of Antigo currently utilizes license plate readers as part of its greater law enforcement mission. While Chief Husnick can speak more to their efficacy within a law enforcement context, tools like these – as well as the policies surrounding them – have wider considerations than just their impact on public safety. Rightly or wrongly, the term “Flock camera” is becoming less about the physical cameras and more about the broader tensions between the civil liberties of individuals and the necessities of law enforcement. As such, law enforcement departments across the state are feeling the urgency of putting policies in place to prevent abuse and provide transparency to residents.

The policy that Chief Husnick has created – with input from Administration – is designed specifically to clarify expectations of the Antigo Police Department staff and officers, while also working as a public document to help residents understand the role these license plate readers play in broader public safety. As a result, this policy also functions as a check against abuse.

Looking into the future, license plate readers are a relatively new technology, which means that the issues and concerns surrounding these readers are finally making their way into state legislatures and case law. Accordingly, this policy will need to remain adaptive to the changing legal and judicial landscape, and adjustments to the policy will be brought before the Committee and the Council as various laws and court cases refine the issue.

Financial Impact:

N/A

Request of the Committee:

Recommend approval to the City Council of the Antigo Police Department’s License Plate Reader Policy.

ANTIGO POLICE DEPARTMENT POLICY



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PURPOSE: The purpose of this Policy & Procedure is to provide members of the Antigo Police Department with guidelines on the proper capture, use, and retention of digital data obtained using Automated License Plate Readers (ALPR) (Flock cameras) that is consistent with respect for individuals' privacy and civil liberties.

This Policy & Procedure consists of the following numbered sections:

- I. INTRODUCTION
- II. DEFINITIONS
- III. POLICY
- IV. PROCEDURE

I. INTRODUCTION

A. An Automated License Plate Reader (ALPR) system is a computer-based system that utilizes special cameras attached to police squad cars or deployed at fixed locations to capture license plate information on public roadways and public property.

The ALPR system passively captures an infrared image of the license plates of moving or parked vehicles and converts them to a text file using Optical Character Recognition ("OCR") technology.

The text is compared to various hot lists generated by various law enforcement agencies, including the National Crime Information Center ("NCIC"), Crime Information Bureau (CIB), Wisconsin Department of Transportation (WisDot), and the local agency, and generates an alert when there is a hit.

The ALPR system also transmits and stores the digital images of license plates and vehicles and associated metadata (e.g., date, time, and geographic coordinates associated with the vehicle image capture) that are captured to a shared server.

The stored ALPR data can be queried by license plate number, time frame, vehicle descriptions and location and will return the reads (images of license plates and vehicles, date, time, and geographic coordinates) matching the search criteria. (Access and authorization to run queries is restricted.) Stored ALPR data is not associated with and will not identify any person who is operating a vehicle. It only identifies a license plate number.

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The ALPR system is restricted to legitimate law enforcement uses for the purpose of furthering legitimate law enforcement goals and enhancing public safety. Such uses and goals include but are not limited to:

Providing information to officers that will assist in on-going criminal investigations, crime prevention, crime detection, the apprehension of wanted persons, identification of individuals who pose a potential public safety risk to the community, ensuring the safety of vulnerable individuals through the recovery of missing and endangered persons, and improving the quality of life in the community through the identification and removal of stolen, and unregistered motor vehicles, the collection of overdue fines from parking violators, and enforcement of certain regulations. In summary the ALPR system will aid officers in ensuring the safety of the community.

II. POLICY

A. It shall be the policy of the Antigo Police Department that all members abide by the guidelines set forth herein when using ALPR's and the software to capture, use, and retain data captured from ALPR's, thereby increasing the efficiency and effectiveness of its public safety efforts in a manner that safeguard the privacy concerns of law-abiding citizens.

III. DEFINITIONS

A. ALERT means visual and/or auditory notice that is triggered when the ALPR system receives a potential "hit" on a license plate.

B. ALPR means Automated License Plate Reader

C. FOUO means For Official Use Only.

D. HIT means a read matched to a plate that has previously been registered on a "hot list" of vehicle plates related to stolen vehicles, wanted vehicles, or other factors supporting investigation.

E. HOT LIST means license plate numbers of stolen cars, vehicles owned by persons of interest, and vehicles associated with AMBER Alerts that are regularly added to "hot lists" circulated among law enforcement agencies. Hot list information can come from a variety of sources, including stolen vehicle information from the National Insurance Crime Bureau and the National Crime Information Center (NCIC), as well as national AMBER Alerts and Department of Homeland Security watch lists. The Department of Transportation can provide lists of expired registration plates, and law enforcement agencies can interface their own,

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locally compiled hot lists to the ALPR system. These lists serve an officer safety function as well as an investigatory purpose.

F. OCR means Optical Character Recognition

G. READ means a digital image of license plates and vehicles and associated metadata (e.g., date, time, and geographic coordinates associated with the vehicle image capture) that are captured by the ALPR system.

H. STORED ALPR DATA or SCANNED FILE means data obtained by an ALPR of license plates that were read by the device, including potential images of the plate and vehicle on which it was displayed, and information regarding the location of the police squad car or fixed location at the time of the ALPR read.

IV. PROCEDURE

A. Management

1. The chief of police shall designate an ALPR Administrator and is responsible for the functionality of all equipment, user access control including on which machines the ALPR software is installed, authorized users, passwords, user rights, and maintenance of hot lists, manually entered license plate numbers, ALPR Stored Data Access Log, and Secondary Dissemination Log.

The ALPR administrator must periodically, at least annually, compile statistics of ALPR uses and provide an update to the chief of police.

2. Flock Safety is the provider of the ALPR server and system software. The ALPR Administrator, along with Flock Safety will be responsible for maintenance of the server, data storage and security, system software, automatic system upload of scanned data files to the shared server and causing the regular updating of the WisDot ALPR Hot Lists. The ALPR Administrator will at least annually provide ALPR system status and usage information to the chief.

3. The ALPR Administrator is responsible for procurement, installation and maintenance of cameras, hardware, loading software on to local machines, and system access and security.

4. ALPR data is confidential, for official use only (FOUO), and can be shared only for legitimate law enforcement purposes, or when required by a subpoena or court order, or unless such disclosure is required by the Rules of Court governing discovery in criminal matters.

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Dissemination to a non-law enforcement agency shall be approved by the chief of police. The department is responsible for making reproductions of stored scanned files and for placing a copy in the local evidence system. When ALPR data is shared outside of the Department, it should be documented in a Department Secondary Dissemination Log.

5. ALPR data files will be retained for no longer than 36 months (unless a longer period is required by court order or the law), after which the data shall be purged from the data storage device or system.

B. Authorized User Access

1. The use of the ALPR system, equipment, or data is restricted to authorized Department members for official and legitimate law enforcement purposes. Unofficial, improper, or otherwise unauthorized use of the ALPR system or equipment, or the unauthorized access, use, release and/or dissemination ALPR data will be considered a significant infraction of Department policy and subject to disciplinary action.

2. If a civilian person(s) is authorized, a background investigation, including CIB and FBI record checks by fingerprint identification, must be conducted before that person(s) is authorized by the chief to use or access the ALPR system, equipment, or data.

3. Only authorized department members who have been trained in its use and this policy may operate the ALPR system or access stored ALPR data.

4. Authorized Department members must use their designated user identification and password when using the system.

C. Access to Stored ALPR Data

1. Access to stored ALPR data shall be limited to department members designated by the chief. These members will be issued a unique individual log-in ID and passwords by the ALPR Administrator.

2. Members needing to query stored ALPR data, but who are not authorized, may request that an authorized member make the query. For example, a dispatcher(s) may be authorized to access stored data.

3. Authorized members may access stored ALPR data with a reasonable belief that the data may be related to or useful as part of a specific official action or investigation. Members accessing stored ALPR data will document each access in the ALPR Stored Data Access Log,

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including the date, time, purpose, reference number, and requesting employee name, comparable to what is done for criminal history checks. Similarly, dissemination of stored ALPR data outside the Department shall be documented in the ALPR Secondary Dissemination Log. ALPR data is for official law enforcement use only and any other dissemination shall be approved by the chief.

D. ALPR Usage

1. At the start of each shift, users must log in using their designated user ID and password, enter their name or employee number in the location field, and ensure that the ALPR system has been updated with the most current hot lists available. ALPR operators may deselect hot lists to be monitored during their shift. Users must log out of the system at the end of their shift.
2. Trained and authorized officers operating ALPR equipped squads should have the system in operation to maximize the opportunity to scan vehicles, compare them to the hot lists, and collect ALPR data.
3. ALPRs shall only be utilized to record license plates that are exposed to public view (visible from public streets or from private property held open to the public), absent a court order.
4. ALPR's or ALPR data shall not be used to harass or intimidate any individual or group. It is a violation of this policy to use the ALPR system or data because of a person's or group's protected characteristic, for personal use, or for the purpose or known effect of infringing upon First Amendment rights.
5. Employees should notify their supervisor of successful use of the ALPR system.
6. Any employee becoming aware of a possible violation of this policy, including but not limited to the unauthorized access, use, release and/or dissemination of ALPR data, shall refer the matter to his or her supervisor as soon as possible.

E. Steps Preliminary to Police Action

Upon receiving a hit or alert, prior to initiation of a stop, the officer must:

1. Verify that the vehicle plate number matches the plate number run by the ALPR system.
2. Verify the current status of the plate through dispatch or query.

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a) If the alert is valid, the officer should take appropriate action based on the type of alert. Officers are reminded that in some cases, the driver or occupant of the vehicle may not be the person with whom the license plate is associated. Officers shall develop a reasonable belief that the operator or occupant is the person of interest (compare observed physical appearance with the physical description provided). If the officer remains unaware of any facts that would suggest that the owner is not driving, there is a reasonable assumption that the owner of a vehicle is the driver (State v. Newer).

3. Police actions or stops precipitated by an ALPR alert should be documented using an incident or call number.

4. In any case, the officer may stop a vehicle where he/she has an independent reason for doing so, such as an unrelated traffic violation.

5. Nothing in this policy shall restrict or prohibit an officer from taking appropriate police action based on facts or reason obtained independently from ALPR operation.

F. Hot Lists

1. The Department shall utilize hot lists that further the goals of the ALPR system where there is a legitimate and specific law enforcement reason for identifying a vehicle or a person reasonably believed to be associated with that vehicle, such as:

Persons who are subject to an outstanding arrest warrant; missing persons; AMBER Alerts; stolen vehicles; vehicles that are reasonably believed to be involved in the commission of a crime; vehicles that are registered to or are reasonably believed to be operated by persons who do not have a valid operator's license or who are on the revoked or suspended list.

Also, vehicles with expired registrations; persons who are subject to a restraining order issued by a court, or who are subject to any other duly issued order restricting their movements; persons wanted by a law enforcement agency who are of interest in a specific investigation, whether or not such persons are themselves suspected of criminal activity; and when information has been received concerning a specific individual or individuals who pose a potential public safety risk to the community.

2. The Department will utilize the following WisDot supplied hot lists.

Hot Lists
Articles (Stolen) License Plate (Stolen)

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Boat (Stolen) Local Agency Hot Lists
 Canadian Stolen Vehicle Missing Person
 DOT Cancelled National Sex Offender
 DOT Expired Probation
 DOT History Protection Order
 DOT Restricted Sex Offender
 Foreign Fugitive USSS Protected
 Gun (Stolen) Vehicles (Stolen)
 Identity Theft Violent Gang Member
 Immigration Violator Wanted Person

3. The department created hot lists and license plate numbers manually entered into the ALPR system must, consistent with this policy, be for a legitimate and specific law enforcement purpose.

G. Public Records Analysis Considerations

1. Requests for records are analyzed on a case-by-case basis to determine whether the record is exempt from disclosure under applicable law, or the public interest served by not making the record public clearly outweighed the public interest served by disclosure. Also refer to 11: Open Records.
2. Disclosure of ALPR data that would infringe on the personal privacy of individuals.
3. Disclosure that could affect the perceived character and reputation of an individual.
4. Aggregated ALPR data in uncorroborated and there may be errors in ALPR reads of license plates.
5. Disclosure of a person's location or pattern of travel could heighten the person's vulnerability to theft or physical harm.
6. Disclosure would chill First Amendment rights by diminishing anonymity as the person travels to and from protected activities (protests, religious services, AA meetings, etc.).
7. Disclosure of aggregated data could result in unsolicited contact between individuals by commercial enterprises.
8. A record subject often has an enhanced right of access, however, in this instance this data is not associated with persons. Often a vehicle displaying a license plate is not used

ANTIGO POLICE DEPARTMENT POLICY



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exclusively by one person or is registered to more than one person.

9. ALPR System statistical information, secondary dissemination logs, stored file access logs, audits, and reports to oversight bodies, Commissions, or Committees may be subject to disclosure or partial disclosure.

H. TRAINING

1. Only persons trained in the use of the department ALPR system, including its privacy and civil liberties protections and this policy, shall be allowed access to Department ALPR Data. All training shall be determined by the Chief and administered and recorded by the ALPR Administrator.

2. Training shall be updated as technological, legal, and other changes that affect the use of the Department ALPR system occur at the discretion of the chief. In no case shall a person utilize the department ALPR system if he/she has not completed training in more than a year.

This policy is effective commencing on July 15th, 2026.

Signed:

A handwritten signature in black ink, appearing to read "Joseph Husnick".

Antigo Police Department
Chief of Police



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

Date: June 17, 2026
To: Finance, Personnel & Legislative Committee
From: Corey Smith, Fire Chief
Subject: Apply for Two FEMA Assistance to Firefighters Grants to Replace the Fire Engine and to Replace the Self-Contained Breathing Apparatus and Compressor.

I am requesting permission to apply for two grants under the FEMA Assistance to Firefighters Grant program.

The first grant would be to apply for funding to replace our Fire Engine.

The second grant would be a regional grant in cooperation with Pickerel Fire & Rescue to replace our SCBA (air tanks) and fill station.

Both grants would require a 5% match which would come from budgeted CIP funds. The expected timeline for awards would be September 2026.

If you have any questions, feel free to contact me.

Fiscal Impact: These grants would each require a match of 5% of the total awards, which would come from budgeted CIP funds.

Recommendation: Approve the Fire Department to apply for two separate FEMA Assistance to Firefighters Grants as outlined in the memo.

Attachments:
None



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

Date: June 17, 2026
To: Finance, Personnel & Legislative Committee
From: Corey Smith, Fire Chief
Subject: Replacement of the 1998 Fire Engine

I am requesting permission to purchase a replacement for our fire engine.

As you may know, our current engine is a 1998 Pierce and is 28 years old. The NFPA recommends fire engines be retired from service at 25 years of age. Our engine has served us well and has been well cared for, but its age is showing. Maintenance and repair costs are increasing each year, and parts are becoming difficult to find.

We currently have some CIP funds set aside in the amount of \$142,742.00, so this purchase would require borrowing funds if we are not successful in obtaining grant funding.

If you have any questions, feel free to contact me.

Fiscal Impact: Approximately \$750,000 - \$950,000

Recommendation: Purchase a new fire engine to replace the 1998 engine.

Attachments:
None



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

Date: June 17, 2026
To: Finance, Personnel & Legislative Committee
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Subject: Review Stand-by Ambulance Fees and Parking Lot Sweeper Fees to Promote Events at the Fairgrounds (Requested by Alderperson Dieck)

At the last Committee meeting, Alderperson Dieck requested review of the stand-by ambulance fees and the parking lot sweeper fees in order to promote events at the fairgrounds. The fee for stand-by ambulance services is \$65 per hour. This fee could not be waived by the Committee as the ambulance revenue impacts what the towns are charged each year. If the City wanted to waive the fees, we would have to commit money from the general fund and transfer to the ambulance account.

The sweeping fees are \$158 per hour. This is general fund revenue so the Committee could waive fees; however, I would caution that a policy should be put in place first clarifying whose fees would be waived and whose would not. It is important to be consistent when waiving fees.

Fiscal Impact: Varies

Recommendation:

Attachments:
None



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

Date: June 17, 2026
To: Finance, Personnel & Legislative Committee
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Subject: Budget Guidelines for Contributions to Non-Profits (Referred by Alderperson Edwards)

At the June 10, 2026 Council meeting, Alderperson Edwards referred the contributions made to non-profits to this meeting. He will present information at the meeting.

Fiscal Impact:

Recommendation:

Attachments:

None