



CITY OF ANTIGO

FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE MEETING

MULTI-PURPOSE ROOM

Wednesday, March 20, 2019

CITY HALL, 700 EDISON STREET

6:00 PM

Call to Order

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

1. Approval of the Minutes from the February 20, 2019 Meeting
2. Request to Donate \$671.68 for Music in the Park Brochures
3. Approval to use CIP Funds for Fire Gear
4. Replacement of Fire Truck Foam System
5. Acceptance of Antigo Optimist Club Donation for LatchKey Program
6. Acceptance of Walmart Foundation Grant for Larger Television and Sound Bar for Fire Department Training Room
7. Approving Police Department to Join Regional Forensic Lab for Investigation of Digital Media
8. Ordinance Establishing Regulations for Extension of Licensed Premises for Curbside Alcohol Sales
9. Authorize Budget Transfer for Severance Payout for Police Captain Retirement
10. Discussion to Identify Boundaries of the Lake District for Expenditures (referred by Alderperson Kassis)
11. Closed Session: Pursuant to Section 19.85(1)(e)(f), Wisconsin Statutes, and upon proper motion, the committee will convene into closed session to discuss strategy regarding a former employee's Wis. Stat. 40.65 claim. Upon completion of discussion in closed session, the committee will reconvene into open session to act on matters discussed, if necessary, and to proceed with the regular order of business.

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 Jaime Horswill, 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 14, 2019

BILL BRANDT

MUSIC IN THE PARK



February 20, 2019

Kaye Matucheski and those concerned

RE: Music in the Park
Funding for Brochures and posters

Dear Kaye and Those Concerned:

This letter is being written to request funding for our brochures and for the posters. The total cost when everything was combined was \$671.68.

We do greatly appreciate any help that you are able to give to Music in the Park. I certainly do hope that it is helping to bring more people from out of town and that it is benefiting the Antigo businesses.

With Sincere Thanks

Sharon J. Gibson
Secretary/Treasure

invoice

May 8, 2018

Tammy Steger

1226 1st Avenue
 Antigo, Wisconsin 54409
 715.627.0017
 715.216.3136
 tammysteger@gmail.com

Antigo Music Association
 Nick Salm & Sharon Gibson

JOB - Music in the Park

Brochures

SIZE: 8.5" x 14" FOLDING: Double Parallel Fold PAPER: 100 lb. Gloss Book (C2S) with Aqueous Coating

Printing 5,000	\$461.23
Shipping	\$90.45
Design - 2 hour	\$120.00

Poster

12x18 - gloss paper *Pick up at Clermont Printing when ready - qty 50*
 Design - 30 minutes (\$30) **Donated**

Total Due \$671.68

Thanks for Your Business!

Total due within 15 days of date noted on this invoice. Checks payable to Tammy Steger.

Attachment: Music in the Park Request (2650 : Music in the Park Brochures)



To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: March 20, 2019
Re: Approval to use CIP Funds for Fire Gear

As part of the CIP budget, I put money aside for firefighter turnout gear. Two years ago the FP&L committee approved the Fire Department to “wear test” two different manufactures of gear; Globe from Conway Shield and Janesville from 5 Alarm Fire and Safety Equipment. The Janesville gear has been sent back for alterations and continues to have issues so we have moved forward with the Globe gear from Conway Shield. The quoted price in 2017 for each set of gear was \$2,006.90 for the Janesville and \$1,900 for the Globe.

I received an email from the Globe rep and the price increased to \$1,965 for 2019. The 3” reflective letters are \$2.70 each and it will require 10 letters and shipping will be \$18.50. I am requesting to purchase one set of gear from Globe, with lettering and shipping for a total price of \$2,010.50 using CIP funds.

Feel free to contact me if you have questions.

Quote

2.3.a

Conway Shield
14100 W. Cleveland Ave.
New Berlin, WI 53151
service@conwayshield.com
(262) 782-1886



Order Number: 0346471
Order Date: 3/13/2019

Entered By: JLM
Salesperson: MMK
Customer Number: 00-0039958

Sold To:

Antigo Fire Dept
700 Edison Street
Antigo, WI 54409
(715) 623-3633

Ship To:

Antigo Fire Dept
700 Edison Street
Antigo, WI 54409

Confirm To: Firstname Lastname

Customer P.O.	Ship VIA	F.O.B.	Terms			Order Source		
QUOTE	UPS		Net 30					
Item Number	Unit	Whse	Ordered	Shipped	Back Order	Price	Amount	
X2462-G Globe Jacket -- Per Supplied Spec Sheet	EACH	000	1.00	0.00	0.00	1,105.00	1,105.00	
Y2462-G Globe Pant - Per Supplied Spec Sheet	EACH	000	1.00	0.00	0.00	860.00	860.00	
3LYLETTER LETTERS 3" Scotchlite Lime Yellow or Red Orange	EACH	000	1.00	0.00	0.00	2.70	2.70	

** LETTER COUNT TO BE VERIFIED - PRICED PER LETTER **

Thank You for your order!
www.conwayshield.com

Net Order: 1,967.7
Less Discount: 0.0
Freight: 18.5
Sales Tax: 0.0
Order Total: 1,986.2

Attachment: Globe Gear Quote (2691 : CIP Funds for Fire Gear)



To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: March 20, 2019
Re: Replacement of Fire Truck Foam System

In the 2019 budget I included \$10,000 to replace our out of date foam system on Engine 1 which has been giving us problems over the last many years. The manufacture of the foam system went out of business many years ago. We have been able to keep our foam system working with part from Town of Antigo Fire Department as they updated their system several years ago.

I put this project out on bids and received one bid from Pomasl Fire Equipment Inc. for \$9,995 and additional \$700 do pick-up & deliver Engine 1. I recommend approving the bid of \$9,995 and I will make arrangements with my personnel to get Engine 1 there and back.

If you have any question, let me know

BID SHEET

Fire Truck Foam System Bid

3/4/2019

J. Petroskey

Scott Henricks

[illegible]

1918 Neva Road, PO Box 267
Antigo, WI 54409
800.686.6886 or 715.623.7454
fax: 715.627.7504



dan@pomasl.com
kevin@pomasl.com
www.pomasl.com

February 19, 2019

City of Antigo Fire Department
% Clerk-Treasurer's Office
700 Edison Street
Antigo, WI 54409

Furnish and Install One (1) Foam Pro 1600 Class A Foam System,
Plumbed to Two (2) Discharges. The Discharges Will Be the Speedlays
Foam System Will Be Plumbed to One (1) 20 Gallon Class A Foam Tank

NOTE: The truck we would be installing this foam system on is a
1998 truck. The quoted price does not include any additional plumbing/piping
that may be in need of replacement or the labor, as after 21 years some of the
piping/plumbing may need to be replaced as well.

This foam system would be installed at our repair/service center,
Red Power Diesel Service in Fremont, Wisconsin.

Remove and install foam system per the City of Antigo Bid Requirements	\$ 9,995.00
Pickup and delivery of the Pierce Saber	\$ 700.00
Warranty of foam system and installation	One (1) Year
Estimated time to complete install	One to Two Weeks
Location of where the install will take place	Fremont, WI

Prompt, Courteous Service since 1939



Attachment: Foam Bid (2684 : Fire Truck Foam System)

1918 Neva Road, PO Box 267
Antigo, WI 54409
800.686.6886 or 715.623.7454
fax: 715.627.7504



dan@pomasl.com
kevin@pomasl.com
www.pomasl.com

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Prices are valid for 30 days

Please let us know if you have any questions or concerns

Sincerely,

A handwritten signature in cursive script that reads "Dan Pomasl".

Dan Pomasl
Pomasl Fire Equipment, Inc.

Attachment: Foam Bid (2684 : Fire Truck Foam System)

Prompt, Courteous Service since 1939





To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: March 20, 2019
Re: Acceptance of Antigo Optimist Club Donation for LatchKey Program

The Antigo Optimist Club donated \$250 to the Antigo Fire Department that we requested to help with prizes at our annual LatchKey graduation. The graduation will be April 18, 2019 at the Volm Theater. This graduation is a great conclusion to our year long program which includes the 3rd grade classes in the Antigo School District.

I am requesting this committee to approve the donation to the fire department and I am also requesting to approve future donations from Antigo Optimist Club for this annual event.

Feel free to contact me if you have questions.

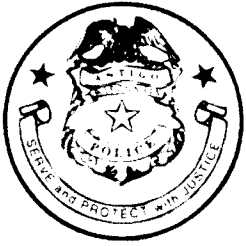


To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: March 20, 2019
Re: Acceptance of Walmart Foundation Grant for Larger Television and Sound Bar for Fire Department Training Room

The Antigo Fire Department requested a grant from the Walmart Foundation for a larger television and sound bar in our training room. Currently we use an older and smaller television for our training which makes it difficult for PowerPoint presentations. We were notified last week that we were awarded the grant request and we can expect the check in 4 to 6 weeks.

I am requesting this committee to approve the grant to the fire department from the Walmart Foundation.

Feel free to contact me if you have questions.



ANTIGO POLICE DEPARTMENT

ERIC ROLLER
CHIEF OF POLICE & DIRECTOR OF PUBLIC SAFETY
EROLLER@ANTIGO-CITY.ORG

March 1, 2019

Finance Personnel & Legislative Committee

Dear Committee Members;

The Antigo Police Department is interested in joining a Regional Forensic Laboratory in Marathon County to help assist us in the investigation of digital media. We currently investigate digital material with equipment and software that we have purchased, though that equipment and software is becoming obsolete at a faster rate due to the ever changing technology.

We were approached by Marathon County to participate in the regional lab and immediately saw the benefits due to the cost effectiveness and technological advancements that would be available to us. The lab would be staffed by individuals from Marathon County and Wausau Police Department that would be utilizing the equipment on a daily basis giving them an increased knowledge base for assisting us on our investigations and maintaining the most advanced investigative tools.

I have enclosed the Intergovernmental Cooperative Agreement which I have also had Mike Winter review. The cost of the Associate Membership for Antigo Police Department would be \$2000.00 and would increase at 3% per year.

I would like a motion for the Antigo Police Department to be able to join the Regional Forensic Lab and pay the annual fee from the contractual services of the operating budget.

Sincerely;

A handwritten signature in black ink, appearing to read "Eric J. Roller".

Eric J. Roller
Director of Public Safety

Attachment: Regional Forensic lab (2668 : Regional Forensic Lab)

**INTERGOVERNMENTAL COOPERATIVE AGREEMENT FOR THE
WISCONSIN RIVER VALLEY
REGIONAL FORENSIC LABORATORY**

WHEREAS, the expansion in the use and diversity of digital media has resulted in an increased use of that media to commit crime, including the use of the internet to threaten, harass, exploit, or entice children in the River Valley; and

WHEREAS, this new threat has created a demand for a whole new skill set for police to effectively protect our communities and investigate crime; and

WHEREAS, the expanded use of video security surveillance in the private sector has resulted in increased availability of video evidence in the investigation of crime.

WHEREAS, the diverse and changing nature of video media also requires a new skill set for police to properly recover and document video evidence.

WHEREAS, these new skill sets require expensive hardware and software programs, support fees, and constant training updates in order to keep up with changes in digital and video technology, and rules of evidence related to the acquisition and preservation of digital and video evidence; and

WHEREAS, many crimes committed with digital technology threaten the safety and security of populations across jurisdictional boundaries; and

WHEREAS, the cost of digital and video forensic equipment and training prohibits many law enforcement agencies in the region from developing an effective means of capturing digital evidence independent of a cooperative agreement with other jurisdictions;

NOW THEREFORE, the undersigned parties establish the Wisconsin River Valley Regional Computer Forensic Laboratory.

Attachment: Regional Forensic lab (2668 : Regional Forensic Lab)

Article I. Definitions

Section 1.01 The Wisconsin River Valley Regional Computer Forensic Laboratory ("Lab") is comprised of the main and associate Participating Member Agencies and located at the Marathon County Sheriff's Office, specifically the High Tech Crimes Unit created in memory of Marathon County Sheriff's Lieutenant Kevin Gray.

Section 1.02. The Lead Agency is the Marathon County Sheriff's Office.

Section 1.03. The Participating Member Agencies, main and associate ("Agencies") are those local law enforcement and state agencies or departments as follows:

- (a) Wausau Police Department (main)
- (b) Wisconsin Department of Justice, Division of Criminal Investigation (main)
- (c) Everest Metro Police Department (associate member)
- (d) Langlade County Sheriff's Office (associate member)
- (e) Antigo Police Department (associate member)
- (f) Taylor County Sheriff's Office (associate member)
- (g) Clark County Sheriff's Office (associate member)
- (h) Marshfield Police Department (associate member)
- (i) Forest County Sheriff's Office (associate member)

Section 1.04 The Advisory Board ("Board") consists of one representative from the Lead Agency and each Main Participating Member Agency.

Article II. Lead Agency

Section 2.01 The Lead Agency shall:

- (a) Provide the space sufficient for five (5) multiple digital forensic work stations and one (1) video forensic work station.
- (b) Allow all agencies access to the Lab for the purpose of conducting forensic examination of digital and video media in the furtherance of criminal investigations in their home jurisdiction.
- (c) Maintain an inventory of all equipment assigned to the Lab and make the inventory and anticipated replacement dates available to all agencies.
- (d) Maintain and replace digital and video forensic hardware and software in the inventory as needed.
- (e) Maintain and disseminate statistical data relative to the use of the Lab.
- (f) Prepare and administer grants awarded to the Lab.
- (g) Implement and maintain policies, rules, and procedures regarding the use of the Lab.
- (h) Designate a representative and an alternate to serve as chairman of the Board.

Article III. Participating Member Agencies

Section 3.01 Each Agency shall:

- (a) Have access and use of the Lab under the terms of this Agreement. Both main and associate agencies will provide a trained individual as outlined in this agreement. For associate agencies, the trained individual will have full use of the lab along with expertise from the main members, however they are expected to perform their agencies own work.
- (b) Have a representative on the Board if a main agency.
- (c) Follow all rules and procedures for the Lab as provided under this Agreement and as provided by the Lead Agency.
- (d) Designate investigators who will receive prerequisite training for access to the Lab.
- (e) Provide and pay all costs associated with acquiring the prerequisite training for designated investigators under Article VI.
- (f) Upon request, provide to the Lead Agency a current list of trained investigators with documentation of each investigator's completion of prerequisite training under Article VI.
- (g) Be responsible for wages and benefits for investigators employed by such Agency designated for Lab access in accordance with the terms of employment.
- (h) Reserve the right to rotate investigators assigned to digital forensic responsibilities, provided all training and documentation is completed as required under this Section and in Article VI.

Article IV. Advisory Board

Section 4.01 The Board shall be comprised of one (1) representative from each of the main Agencies and the Lead Agency. Each Main Agency and the Lead Agency will designate an alternate representative to participate on the oversight meetings if the primary representative is not available. The Lead Agency representative will serve as Board chair and will conduct the meetings.

Section 4.02 The Board will meet a minimum of four (4) times per year. The chair will present a report to the Board concerning the Lab's statistical and case investigation information.

Section 4.03 Each Board member shall have an equal vote in new hardware or software acquisitions that would expand the Lab inventory, in the distribution of any grant funds awarded to the Lab, and in setting deadlines for estimated costs and billing under Article IX. Minutes for each meeting will be forwarded to all members of the Board.

Section 4.04 The Board recognizes that it has no direct control over operations of the Lab and that its input, except as stated in this Section, is only advisory to the Lab. The Board recognizes that the day to day operating decisions and directives shall be the responsibility of the Lead Agency.

Section 4.05 This Agreement shall be reviewed annually.

Article V. Lead Examiner

Section 5.01 The Lead Agency shall designate a Lead Examiner. The Lead Examiner's responsibilities include:

- (a) Facilitate the maintenance, replacement, and inventory of the evidence server, storage back-ups, network storage, forensic workstations, and all other Lab equipment.
- (b) Complete license renewals and software updates for the tools utilized within the Lab.
- (c) Order and track supplies needed for Lab operations.
- (d) Make recommendations on hardware, software tools, and licenses as requested by the Advisory Board.
- (e) Responsibilities do not include supervision of Lab personnel.

Article VI. Training

Section 6.01 Designated investigators from each main Agency shall receive prerequisite training before acceptance into the Lab. Prerequisite training includes the following:

- (a) Basic digital forensics training, (examples of these would include: ICAC-Cybercop 101 - Basic Data Recovery & Acquisition by the National White Collar Crime Center (NW3C); Forensic Fundamentals by AccessData; Mobile Forensic Fundamentals by Cellebrite; or similar training on the fundamentals of digital forensics, including a degree or certificate from an accredited education institution)
- (b) Introductory to intermediate digital forensics training, (examples of these would include: ICAC-Cybercop 201 - Intermediate Data Recovery and Analysis by the National White Collar Crime Center (NW3C); FTK Bootcamp or Advanced Forensics by AccessData; Digital Forensics I by Guidance Software; Certified Physical Analyst training/certification by Cellebrite; or similar training involving introductory to intermediate analysis of digital forensics, including a degree or certificate from an accredited education institution)
- (c) Intermediate to advanced digital forensics training, (examples of these would include: Advanced FTK, Internet Forensics, or Windows [operating system] forensics by AccessData; Digital Forensics II, Advanced Computer Forensics, or Advanced Internet Examinations by Guidance Software; or similar training involving intermediate to advanced analysis of digital forensics, including a degree or certificate from an accredited education institution)
- (d) Similar training to that mentioned above, upon the approval of the Lead Agency
- (e) Notwithstanding any other provision to the contrary, each Agency shall retain exclusive control over its own training program, including the training courses such Agency deems appropriate to meet the prerequisite training requirement, except that such training courses shall be subject to Lead Agency approval.

Section 6.02 Documentation of training required under this section shall be maintained by each Agency and made available to the Lead Agency upon request.

Section 6.03 Designated investigators from each associate agency shall be expected to receive basic training in basic digital forensics training.

Article VII. Care, Maintenance, and Use of Equipment

Section 7.01 The Lead Agency shall be responsible for acquisition, storage, and maintenance of equipment used in the Lab.

Section 7.02 Mobile equipment such as cell phone data extraction devices, and portable write blockers shall be checked out as needed, and returned to the Lab upon completion of use in the field.

Section 7.03 Lab equipment shall not be used for personal use at any time. Personal use includes but is not limited to the following:

- (a) Personal email;
- (b) Personal internet use;
- (c) Storage of personal files of any kind; or
- (d) Examination of digital media that is not relevant to training or specific criminal investigations.

Section 7.04 Each participating entity shall be responsible for loss of, or physical damage to, any Lab equipment while such equipment is checked out to that entity's personnel. All other issues will be the responsibility of the lab.

Section 7.05 Lab equipment shall be used exclusively by Lab examiners.

Article VIII. Internet Crimes against Children Task Force

Section 8.01 Each Agency shall be a member of the Internet Crimes against Children (ICAC) Task Force.

Section 8.02 Each Agency shall be responsible for reporting the required statistical information for their jurisdiction to ICAC.

Section 8.03 The Lab shall operate in compliance with the ICAC Task Force Operational and Investigative Standards.

Article IX. Costs, Equipment Purchase, and Billing

Section 9.01 By a reasonable date to be determined by the Board, the Lead Agency shall estimate and provide to each Agency, the projected costs associated with any maintenance, or replacement of any equipment in the inventory of hardware; any new acquisition of hardware or software approved for purchase by the Board; and support fees associated with the hardware and software in the approved Lab inventory for the next calendar year.

Section 9.02 On the execution date of this Agreement, the Marathon County Sheriff's Office, the Wausau Police Department and Wisconsin Department of Justice – Division of Criminal Investigations each has one full-time examiner and are the main members of the Wisconsin River Valley Regional Lab. Langlade County Sheriff's Office, Antigo Police Department, Merrill Police Department, Clark County Sheriff's Office, Forest County Sheriff's Office, and the Marshfield Police Department are associate members and will provide financial assistance annually for full use of the lab. Accordingly, the Wausau Police Department and Wisconsin Department of Justice – Division of Criminal Investigations, shall each be assessed 33.3% of the annual \$50,000 budget. The associate members shall pay \$2000.00 annually. The budget and main and associate fees will increase three (3) percent each year. Assessed costs are subject to change if at any time the number of examiners allotted to any particular Agency is altered.

Section 9.03 The Lead Agency shall bill each Agency for its share of the amounts under Sections 9.01, and 9.02. Payment shall be due on a date determined by the Board and is non-refundable. This date will be in January of the budget year.

Section 9.04 All hardware equipment and software licenses purchased with Lab funds are the sole property of the Lead Agency.

Section 9.05 All equipment, including hardware and software licenses, purchased by any Agency with its separate funds shall remain that Agency's sole property. Use of such equipment, and the introduction to and storage of such equipment in the Lab, including hardware and software licenses, shall be subject to Lead Agency approval. Hardware and software must be current and fully upgraded prior to entering into this agreement.

Section 9.06 Lab examination requests from non-member agencies shall be reviewed by a representative of the Lead Agency and if accepted, will be subject to billing at \$75/hour. Such billing shall be waived only upon unanimous approval of the entire Board. Notwithstanding any provision to the contrary, this section shall not apply to the Wisconsin Department of Justice – Division of Criminal Investigation or any lab examination requests made to the Wisconsin Department of Justice – Division of Criminal Investigation by non-member agencies.

Article X. Indemnification and Hold Harmless

Section 10.01 In return for the opportunity for agencies to access and use the Lab, each Agency agrees:

- (a) To indemnify, save, and hold harmless every other Agency and Lead Agency, its officers, employees, agents, representatives and invitees, from all claims, demands, losses, liability and costs (including attorney's fees) or expenses of any kind whatsoever (including any arising under any worker's compensation or other occupational disease law) arising from the act or omission of Agency or Lead Agency's employee or agent related to the operation of this Agreement. Notwithstanding any other provision to the contrary, the Wisconsin Department of Justice – Division of Criminal Investigation shall only be bound hereunder to the extent and in the manner provided in Wis. Stat. §§ 893.82, 895.46.
- (b) To provide to the Marathon County Sheriff's Office a Certificate of Insurance evidencing commercial general liability coverage in the minimum amount of \$1,000,000 per occurrence, with the exception of the Wisconsin Department of Justice – Division of Criminal Investigation. The State of Wisconsin is self-insured.
- (c) That for purposes of Worker's Compensation benefits, all Agencies shall be covered by their municipality or Agency. It shall be understood that all liability for the actions of personnel assigned digital forensic responsibility in the laboratory rests with the respective Agency of those personnel involved in any specific incident.
- (d) Any claim or liability related to evidence that is damaged or destroyed during a forensic examination is the responsibility of the outside investigating agency who requested the examination. The Lab is indemnified for liability for evidence items damaged as a result of an examination process.

Attachment: Regional Forensic lab (2668 : Regional Forensic Lab)

Article XI. Termination and Dissolution

Section 11.01 Any participating member of the Wisconsin River Valley Regional Computer Forensic Laboratory may withdraw from the laboratory group upon ninety (90) days written notice to the Advisory Board. Upon withdrawal, the Agency shall be entitled to retain its sole property as defined in this Agreement, including any licenses or other software it purchased with its separate funds. Any funds paid within the calendar year during which cancellation occurs shall be non-refundable.

Section 11.02 The Lead Agency shall reserve the right to immediately remove any Agency employee from the laboratory group who, at the discretion of the Lead Agency, are in violation of standards of training and/or conduct set by this Agreement. The Agencies shall attempt to resolve the dispute in good faith; however, the removed employee shall not be permitted back in the Lab without written consent from the Lead Agency.

Section 11.03 Breach of this Agreement by any Agency may be grounds to void the Agreement with that Agency at the discretion of the Lead Agency. Notwithstanding the foregoing, before the Lead Agency may void this Agreement with respect to any breaching Agency, it must provide advance, written notice to the breaching Agency. The notice must specifically detail the breach and provide the breaching Agency twenty (20) days to cure the breach. The Agency shall not have access to the Lab until and unless the breach is cured to the satisfaction of the Lead Agency.

Section 11.04 In the event the Lead Agency breaches any material obligation of this Agreement by the Lead Agency, including, without limitation, any obligation contained in Article II, any Agency may provide the Lead Agency with a written notice of the breach and a demand that the Lead Agency cure the breach within thirty (30) days, unless another cure period is mutually agreed upon. If the Lead Agency has not cured the breach at the expiration of the cure period, the Agency may:

- (1) Withdraw from the Agreement; or
- (2) Pursue any other remedy authorized by Wisconsin law.

Section 11.05 In the event the Lab dissolves, all property, other than the sole property of any Agency, shall be retained by the Lead Agency. The Board shall distribute any remaining grant funds as allowed under the grant and if possible, to the Lead Agency and each Agency on a fair and equitable basis.

Article XII. Non-Discrimination

Section 12.01 The Agencies, including the Lead Agency, in connection with the performance of this Agreement, agree not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in Wis. Stat. § 51.01(5), sexual orientation, or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Agencies further agree to take affirmative action to ensure equal employment opportunities. The Agencies agree to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the Agencies setting forth the provisions of this clause.

Article XIII. Entire Agreement; Modification

Section 12.01 This Agreement represents the entire agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement is the joint work-product of all parties, and therefore, in the event a dispute arises, there shall be no construction against any party. This Agreement may not be changed or modified except in writing and signed by all parties hereunder.

IN WITNESS WHEREOF, this Agreement has been duly executed by the following parties.

MARATHON COUNTY SHERIFF'S OFFICE

Scott R. Parks, Sheriff

Date

Brad Karger, County Administrator

Date

Approved as to form:

Scott Corbett, Corporation Counsel

Date

WAUSAU POLICE DEPARTMENT

Ben Bliven, Chief of Police

Date

Attachment: Regional Forensic lab (2668 : Regional Forensic Lab)

WISCONSIN DEPARTMENT OF JUSTICE – DIVISION OF CRIMINAL INVESTIGATION

Brian O’Keefe, Division Administrator_____
Date

EVEREST METRO POLICE DEPARTMENT

Clay Schulz, Chief of Police_____
Date

LANGLADE COUNTY SHERIFF’S OFFICE

Mark Wesson, Sheriff_____
Date

ANITGO POLICE DEPARTMENT

Eric Roller, Chief of Police_____
Date

Attachment: Regional Forensic lab (2668 : Regional Forensic Lab)

MARSHFIELD POLICE DEPARTMENT

Rich Gramza, Chief of Police

Date

CLARK COUNTY SHERIFF'S OFFICE

Scott Haines, Sheriff

Date

FOREST COUNTY SHERIFF'S OFFICE

John Dennee, Sheriff

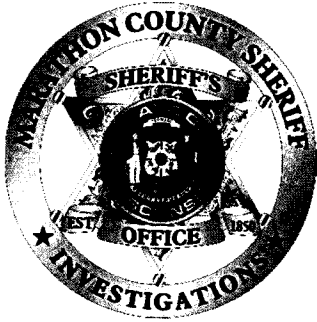
Date

TAYLOR COUNTY SHERIFF'S OFFICE

Larry Woebeking, Sheriff

Date

Attachment: Regional Forensic lab (2668 : Regional Forensic Lab)



INVOICE

Marathon County Sheriff's Office

Date: 02-22-19

INVOICE # 1

Chief Eric Roller
 Antigo Police Department
 840 Clermont St
 Antigo, WI 54409
 (715)627-6411

Qty	Description	Unit Price	Line Total
1	2019 Wisconsin River Valley Regional Lab Associate	\$2,000.00	\$2,000.00
	Partnership fee		
		Subtotal	\$2,000.00
		Sales Tax	
		Total	\$2,000.00

Make all checks payable to Marathon County Sheriff's Office

Thank you for your business!

Marathon County Sheriff's Office 500 Forest St, Wausau, WI 54403 Phone: (715)261-1200 Fax: (715)261-1414

Attachment: Regional Forensic lab (2668 : Regional Forensic Lab)



To: Mayor and City Council
From: Kaye Matucheski, Clerk/Treasurer
Date: March 20, 2019
Re: Ordinance Establishing Regulations for Extension of Licensed Premises for Curbside Alcohol Sales

At the February Finance, Personnel & Legislative Committee meeting approval was given to Ultimate Mart, LLC, dba Pick 'n Save to extend their licensed premise to include two stalls and the pathway to the stalls to allow for curbside pickup of alcohol from an online sale. After researching other municipalities that allow this, I have included a draft ordinance to address requests of this type. This draft ordinance has been reviewed by staff and the City Attorney. It was also reviewed by Roundy's for Pick 'n Save.

If this is approved, an action will need to be taken at the April Council meeting. Should you have any questions, please feel free to contact me at 715-623-3633, extension 102.

ORDINANCE # _____

An Ordinance Creating Section 18-102 of the Municipal Code of the City of Antigo Regarding
Online Ordering and Curbside Pickup of Alcohol Beverages

The Common Council of the City of Antigo does ordain as follows:

SECTION 1: Section 18-102, Online Ordering and Curbside Pickup of Alcohol Beverages, is hereby created as follows:

- (1) No establishment shall allow online purchase of alcohol beverages and curbside delivery of such purchases ("Click and Collect"), without first obtaining an "Extension of Premises" for the license from the Antigo Common Council, upon recommendation of the Finance, Personnel & Legislative Committee (FPL) to license that portion of the establishment's parking lot that will allow vehicles to park for purposes of picking up their online order.
 - a. The licensed establishment shall file a detailed operation plan with their "Extension of Premises" request that clearly details how their "Click and Collect" operation will function. The operation plan shall include the licensee's protocol for assuring that underage persons and intoxicated persons do not pick up alcohol via the "Click and Collect" program.
 - b. Failure of licensee to provide a detailed operation plan with their "Extension of Premises" request shall result in the City of Antigo Clerk's Office not forwarding the "Extension of Premises" request to FP & L for consideration.
- (2) No establishment holding an alcohol beverage license shall allow online purchase and pick-up of alcohol beverages unless the sale is consummated on the licensed premises.
 - a. Payment for the purchase must be completed on premises and may not be completed until the purchaser is at the licensed premises and has presented valid photo identification that has been verified by a licensed operator employed by the premises.
 - b. The licensed operator must verify that the person placing the "Click and Collect" order is the same person picking up the order.
 - c. The sale and delivery of "Click and Collect" purchases shall be made only by a licensed operator.
 - d. No alcohol sales are permitted if the purchaser fails to present valid photo identification.
 - e. The "Click and Collect" system must allow the purchase of alcohol to be denied without affecting the remainder of the purchase.
- (3) Each "Click and Collect" transaction must capture and retain an image of the vehicle and vehicle's license plate into which the order is being loaded for thirty (30) days.

- (4) Pick-up of "Click and Collect" orders shall be between the hours of 8:00 a.m. and 8:00 p.m.
- (5) Orders containing alcohol placed after 4:00 p.m. cannot be picked up until the following day.
- (6) The pick- up area for "Click and Collect" purchases shall be clearly defined with visible markings, signs, and/or barriers.
- (7) No events other than the delivery of "Click and Collect" orders shall be allowed on the expanded premises.
- (8) Penalty. Any licensee or person who violates any provision of this subsection shall be subject to forfeiture as determined by the general penalty provision of the City Code of Ordinances Section 1-14.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall be in force and effect from and after its passage and publication.

ADOPTED: _____, 2019.

APPROVED: _____, 2019.

Bill Brandt, Mayor

ATTEST:

Kaye Matucheski, City Clerk



To: Mayor and City Council
From: Kaye Matucheski, Clerk/Treasurer
Date: March 20, 2019
Re: Authorize Budget Transfer for Severance Payout for Police Captain Retirement

The City budgets for severance payouts for retirement in a separate Severance Reserve Account. When someone retires in the City, a transfer is needed from this account to the retiring employee's department. Police Captain, Jim Kolpack, retired in February so a transfer in the amount of \$36,558.91 is needed for his sick leave and vacation payout plus the applicable taxes. I am requesting authorization to complete this transfer. If it is approved, a resolution will need to be forwarded to Council.

Should you have any questions, please feel free to contact me at 715-623-3633, extension 102.