

CITY OF ANTIGO
FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE
MINUTES OF MEETING HELD
MARCH 20, 2019

Finance, Personnel, and Legislative Committee of the City of Antigo met in Regular Meeting on the above date at 6:00 PM in the Multi-Purpose Room, City Hall, Mayor Bill Brandt presiding.

Attendee Name	Title	Status	Arrived
Carol Feller Gottard	Ward 5	Present	
Bill Brandt	Mayor	Present	
Tim Kassis	Ward 3	Present	
Tom Bauknecht	Ward 4	Present	
Glenn Bugni	Ward 7	Present	
Reinhardt Balcerzak	Ward 8	Present	

Others in attendance: Kaye Matucheski, Clerk-Treasurer/Finance Director; Mark Desotell, Director of Administrative Services; Jon Petroskey, Fire Chief; Eric Roller, Police Chief/Director of Public Safety; and Jaime Horswill, Lead Office Assistant.

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

1. Approval of the Minutes from the February 20, 2019 Meeting

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

2. Request to Donate \$671.68 for Music in the Park Brochures

Sharon Gibson, Secretary/Treasurer for Music in the Park, provided a letter requesting funding for their brochures and posters. The total cost was \$671.68. They do greatly appreciate any help given to Music in the Park. She hopes that it is helping to bring more people from out of town and that it is benefiting the Antigo businesses. She further provided an invoice from Tammy Steger for the brochures and posters.

Mayor Brandt commented that if approved, the money would come from the Economic Development portion of the Hotel Motel funds. Last year the group was funded at \$600.00.

Motion to approve the request to donate \$671.68 to Music in the Park for their brochures and posters.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 4/10/2019 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Glenn Bugni, Ward 7
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

3. Approval to use CIP Funds for Fire Gear

Jon Petroskey, Fire Chief, provided a memo noting that as part of the CIP budget, he has put money aside for firefighter turnout gear. Two years ago the Finance, Personnel and Legislative Committee approved the Fire Department to "wear test" two different manufacturers 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 they 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.

Chief Petroskey has received an e-mail from the Globe representative and the price has 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. He is requesting to purchase one set of gear from Globe, with lettering and shipping for a total price of \$2,010.50 using CIP funds.

Motion to approve the use of \$2,010.50 in CIP funds for fire gear as requested.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Carol Feller Gottard, Ward 5
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

4. Replacement of Fire Truck Foam System

Chief Petroskey provided a memo advising in the 2019 budget he included \$10,000 to replace their out of date foam system on Engine 1 which has been giving the department problems over the last many years. The manufacturer of the foam system went out of business many years ago. They have been able to keep the foam system working with parts from Town of Antigo Fire Department as they updated their system several years ago.

Chief Petroskey has put this project out on bids and received one bid from Pomasl Fire Equipment Inc. for \$9,995 and additional \$700 to pick up and deliver Engine 1. He recommends approving the bid of \$9,995 and he will make arrangements with personnel to get Engine 1 there and back.

Mayor Brandt noted that the bid is no longer valid.

Chief Petroskey advised that Pomasl Fire Equipment is aware of that and will still honor the price.

Mayor Brandt suggested in the future they leave that off the bid, otherwise he will need to come to the meeting and advise that he will honor the price.

Motion to replace the out of date foam system on Engine 1 with a bid from Pomasl Fire Equipment Inc. for \$9,995 with funding derived from the department's 2019 budget as presented. Personnel will take Engine 1 there and back as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Glenn Bugni, Ward 7
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

5. Acceptance of Antigo Optimist Club Donation for LatchKey Program

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

Chief Petroskey is requesting approval of the donation to the Fire Department and approval of future donations from the Antigo Optimist Club for this annual event.

Kaye Matucheski, Clerk-Treasurer/Finance Director, advised that she is working on a Donation Policy so that the small donations would not have to come to committee each time.

Motion to approve the Antigo Optimist Club donation for \$250 to the Antigo Fire Department for the annual LatchKey program.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

6. Acceptance of Walmart Foundation Grant for Larger Television and Sound Bar for Fire Department Training Room

Chief Petroskey provided a memo advising that the Antigo Fire Department requested a grant from the Wal-Mart Foundation for a larger television and sound bar in their training room. Currently they use an older and smaller television for their training which makes it difficult for PowerPoint presentations. They were notified last week that they were awarded the grant request and they can expect the check in four to six weeks.

Chief Petroskey is requesting approval of the grant to the Fire Department from the Wal-Mart Foundation.

Upon inquiry by Alderperson Kassis, Chief Petroskey indicated that the department wrote the grant requesting a larger television and sound bar. The foundation accepted the request and will be sending a check to the department for the cost.

Upon inquiry by Alderperson Feller Gottard, Chief Petroskey indicated that the current television will be utilized by the stand-up work station.

Motion to accept the Wal-Mart Foundation grant for a larger television and sound bar for the Fire Department training room.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

7. Approving Police Department to Join Regional Forensic Lab for Investigation of Digital Media

Eric Roller, Police Chief/Public Safety Director; provided a memo indicating that the Antigo Police Department is interested in joining a Regional Forensic Laboratory in Marathon County to help assist in the investigation of digital media. They currently investigate digital material with equipment and software that they have purchased, though the equipment and software is becoming obsolete at a faster rate due to the ever changing technology. He was 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 the department. 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 in investigations and maintaining the most advanced investigative tools.

Chief Roller enclosed the Intergovernmental Cooperative Agreement which he had Attorney Winter review. The cost of the Associate Membership for Antigo Police Department would be \$2,000 and would increase 3% per year.

Upon inquiry by Alderperson Kassis, Chief Roller advised that the current equipment is not worth anything at this point. The department is spending over \$2,000 per year just updating software licenses each year. This will eliminate the need for this and will allow the department to receive better knowledge and assistance from another department.

Upon inquiry by Alderperson Kassis, Chief Roller indicated that Langlade County will be joining the Forensic Lab as well.

Upon inquiry by Alderperson Balcerzak, Chief Roller advised that officers will still do searches, but Marathon County will assist as needed. They work full time in this facility so they have the knowledge and experience. Otherwise, they charge \$75 per hour for investigation, which adds up quickly.

Chief Roller advised that to purchase one piece of equipment to handle one set of phones would cost approximately \$10,000-\$12,000 plus \$4,000 a year maintenance.

Chief Roller noted that the department will not only be able to investigate computers, but also phones which is 99% of the investigations. The lab will also be able to investigate computers in vehicles.

Motion to approve the Antigo Police Department joining the Regional Forensic Lab for investigation of digital media for \$2,000 plus an annual increase of 3% per year with funding derived from contractual services.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 4/10/2019 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Glenn Bugni, Ward 7
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

8. Ordinance Establishing Regulations for Extension of Licensed Premises for Curbside Alcohol Sales

Kaye Matucheski, Clerk-Treasurer/Finance Director, provided a memo advising that at the February Finance, Personnel and Legislative Committee meeting approval was given to Ultimate Mart, LLC dba Pick n' Save to extend their licensed premises to include two stalls and the pathway to the stalls to allow for curbside pickup of alcohol from an on-line sale. After researching other municipalities that allow this, she included a draft ordinance to address requests of this type. The draft ordinance has been reviewed by staff and the City Attorney. It was also reviewed by Roundy's for Pick n' Save.

Motion to approve the ordinance regulating curbside alcohol sales as presented.

RESULT:	ORDINANCE TO COUNCIL [UNANIMOUS]
	Next: 4/10/2019 6:00 PM
MOVER:	Tim Kassis, Ward 3
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

9. Authorize Budget Transfer for Severance Payout for Police Captain Retirement

Ms. Matucheski provided a memo advising that 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. She is requesting authorization to complete the transfer.

Motion to approve the budget transfer of \$36,558.91 for severance payout for Police Captain retirement as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 4/10/2019 6:00 PM
MOVER:	Carol Feller Gottard, Ward 5
SECONDER:	Tim Kassis, Ward 3
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

10. Discussion to Identify Boundaries of the Lake District for Expenditures (referred by Alderperson Kassis)

Alderperson Kassis advised that he has been having discussions with the Clerk-Treasurer/ Finance Director and City Attorney regarding the Inland Lake boundaries. Council adopted the entire City of Antigo as the Lake District. Some of the discussion has been with regard to the trail system and should the Lake District be funding it. He would like to see a written document with regards to boundaries to encompass the entire City for grant purposes.

Ms. Matucheski explained that the Lake District boundaries are the City limits and everyone is taxed for the Lake District, therefore everyone within the City limits can vote at the Lake District. The confusion is where the money can actually be spent.

Upon inquiry by Mayor Brandt, Ms. Matucheski noted that the States verbiage with regard to the Lake District is ambiguous. At the last Lake District meeting, Attorney Winter did feel that money could be spent on the trails to funnel people to the Lake.

Mayor Brandt suggested staff sit down and look at this and speak with Attorney Winter and bring the ideas back.

Mark Desotell, Director of Administrative Services, commented that the discussion should not be just about the trails as there are studies being conducted for stream rehabilitation as well.

Alderperson Balcerzak noted that Joe Jopek was not happy about utilizing Inland Lake funds for trails.

Alderperson Kassis noted that this discussion should be brought up at the next Lake District meeting this fall.

Ms. Matucheski commented that it would actually need to be approved by the Lake District not Council.

INFORMATION ONLY

RESULT:	PLACED ON FILE-NO VOTE
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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.

At 6:20 pm pursuant to Section 19.85(1)(e)(f), Wisconsin Statutes, Bugni moved, Kassis seconded, to convene into closed session to discuss strategy regarding a former employee's Wis. Stat. 40.65 claim. Ayes were Brandt, Feller Gottard, Balcerzak, Kassis, Bauknecht and Bugni. Noes were: None.

APPROVED

Upon completion of discussion in closed session, the committee reconvened into open session to act on matters discussed in closed session and proceed with the regular order of business.

APPROVED

RESULT: PLACED ON FILE-NO VOTE
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Any Other Matters Authorized by Law to be Considered

Alderpersion Bugni advised that he is concerned with Langlade County's proposed wheel tax and what it means for City residents. The County is going to have its third meeting regarding this. He is wondering if the City should proceed with wheel tax first.

Mayor Brandt noted that if the City would institute a \$20 wheel tax, the County could put a \$20 wheel tax on top of what the City residents already pay. Residents would then be paying \$40 in wheel tax.

Alderpersion Bugni commented that there would be more people fighting the County's wheel tax if they already had to pay the City's wheel tax.

Mayor Brandt indicated that the City has a lot of projects coming up in the near future, which will require bonding. At that time, the bonding will be new debt. Staff is putting numbers together and once everything is settled, the City will be able to tell everyone that instead of a wheel tax, these are projects that your increased tax dollars will be spent on. It will not be used to fund anything other than the projects/road construction/infrastructure, etc.

Alderpersion Balcerzak commented that the County is noting that the wheel tax will be spent with the Highway Department. Mayor Brandt indicated that they cannot promise that in the future.

INFORMATION ONLY

Adjournment

1. **Motion to:** Adjourn at 6:40 pm

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Bugni, Balcerzak

Bill Brandt, Chairperson

Date