

CITY OF ANTIGO
FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE
MINUTES OF MEETING HELD
JUNE 19, 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	Absent	
Bill Brandt	Mayor	Present	
Tim Kassis	Ward 3	Present	
Tom Bauknecht	Ward 4	Present	
Glenn Bugni	Ward 7	Absent	
Reinhardt Balcerzak	Ward 8	Present	

Others in attendance: Sarah Repp, Park, Recreation and Cemetery Director; Mark Desotell, Director of Administrative Services; Kaye Matucheski, Clerk-Treasurer/Finance Director; Charley Brinkmeier, Surveyor/Project Manager; Kirk Packard, Street Commissioner; Roger Musloff, Building Inspector/Zoning Administrator; Eric Roller, Police Chief/Director of Public Safety; Alderperson Scott Henricks; Jeff Wolfe and Dale Marm, Advanced Disposal; Chad Koehler, Waste Management; Butch Perrot, B&B Container; Nick Achtermeier, Harters Disposal; Bob and Allie Brehm; Everett and Peg Brandt; Eleanor Hoerman; Barbara Lyon; Barbara Bostwick; Bonnie Wedemayer; Becky Kassis; Kevin McKenna; Jon Wald; Marie Schmidt; 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 May 15, 2019 Meeting

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

2. Investigate the Possibility of Bidding Out and Contracting with a Waste Hauler to Pick-up Residential Garbage in the City of Antigo. The Cost of the Pick-up to Spread Out Among the City Residential Property Owners and Added to Either Real Estate Tax Bills or Utility Bills, Whatever the City Determines the Best Option (Referred by Alderperson Kassis)

Mayor Brandt moved this item due to the public in attendance.

Mayor Brandt noted that the City has looked at this before. The cost could be added to property taxes, however there are restraints. If this was done, another service or position would need to be cut. The other way would be another surcharge like water/sewer or storm water. The City would be in charge of administering the money and paying for the service. Residents would have no choice in a carrier. If someone did not pay the garbage bill and the garbage was not picked up, this would defeat the purpose.

Mayor Brandt indicated the problems need to be enforced. We have ordinances in place. If it means hiring someone additional in the summer to help, so be it. The only fair way to do this would be to create another utility as if this was placed on the taxes, someone with a \$200,000 house would be charged twice as much as someone with a \$100,000 house. Rental and commercial places would be charged differently as well.

Mayor Brandt also noted that some residents go to B&B Container and pay \$2 a bag to dispose of their garbage. Some residents do not have much garbage and do not want to pay more.

Upon inquiry by Eleanor Hoerman, Kaye Matucheski, Clerk-Treasurer/Finance Director, advised if the garbage was its own utility the City could collect from tax exempt properties. If it was on the taxes, you could not collect. Ms. Hoerman does not think this is fair.

Mayor Brandt agreed and noted that the City needs do a better job of enforcement. We may need to look at the ordinances and address the problems.

Aldersperson Kassis noted that he requested the item to be on the agenda. The City does have an issue with garbage. He has seen garages full of garbage and some people cannot pay a hauler nor do they have the ability to take their garbage to B&B Containers. It is his opinion that if City wide pick up was available we would get more garbage cleaned up. He is also for a fall and spring curbside clean-up. He would like to see what the cost would be and then determine if it is feasible. For the City not to look at it, is wrong.

Upon inquiry by Mayor Brandt and Aldersperson Kassis, Butch Perrot, B&B Containers, advised that he receives a couple hundred bags of garbage per day.

Aldersperson Henricks supports the city wide garbage collection. He knows there is a garbage issue, it has been brought up in his ward as well. There are garages and back yards full of garbage. This may be a vehicle to help the City clean up this issue. He wants to know why the City is reluctant to look at it. It may take a little time and effort, but he feels it will serve the citizens better by giving them appropriate options.

Upon inquiry by Mayor Brandt, Aldersperson Henricks advised that waste haulers should be asked what the charges may be according to specifications drawn by the City to determine a cost.

Aldersperson Kassis commented that it may not be feasible.

Kevin McKenna questioned how big the problem is to which Mayor Brandt indicated that if the problem is your neighbor, it's a big problem. Mr. McKenna suggested cleaning the problem areas and assessing the property owners.

Mark Desotell, Director of Administrative Services, advised that the City has started with some very large obvious situations, \$14,000-\$15,000 to abate.

Mr. McKenna commented that we have a very poor community and to put more costs on residents is a big problem. There are several options available and to put the cost of problem areas on everyone is not right.

Upon inquiry by Mr. McKenna, Mr. Desotell advised that the problem areas seem to be more with rental properties, not that problems do not exist with home owners.

Barbara Lyons commented that she has issued several complaints with her neighbors. Nothing has been done. There has been a sofa outside for over three years. Because people are poor is not an excuse to have garbage all over.

Mayor Brandt commented that whether or not City garbage pick-up was available, Ms. Lyons problem would still be there.

Bob Brehm commented that residents receive special assessments if they do not clear their sidewalks.

Upon inquiry by Aldersperson Kassis, Roger Musolff, Building Inspector/Zoning Administrator, advised that he has received approximately 50 complaints so far this year. All have been acted on.

Mr. Musolff noted that there is a process with garbage complaints. The garbage is on private property. He cannot go into their garage without the home owner's permission, unless he is able to get the Court involved to get a warrant. You cannot just go into someone's garage and clean it out.

Upon inquiry by Mayor Brandt, Mr. Musolff noted that in Ms. Lyon's case with the garbage outside, the neighbors have been sent letters. Typically they are sent two letters. The police then get involved.

Alderperson Kassis noted that he wants this issue out in front of the public. He would like to be able to look at costs. He believes this would help the problem. Alderperson Kassis commented that he is not advocating for the City to return to weekly garbage pick-up. He thinks staff should talk with other communities to see how they handle it.

Mayor Brandt commented that he does not have a problem with a City wide clean-up at least in the Spring. He does not agree with a single contractor weekly pick-up. He believes the City needs to look at enforcement and if the process needs to be streamlined, then we need to look at that.

Mr. Perrot advised that at \$25 per month per household, the City would be looking at approximately \$1,140,000 per year in costs.

Allie Brehm commented that there are ordinances already in place, it would be wise to try to enforce them.

Alderperson Henricks noted that Mr. Musolff cannot go onto private property, which delays enforcement.

Mr. Desotell read the current ordinance. Immediate danger to public health and safety needs to be addressed and defined.

Alderperson Balcerzak commented that he has complaints in his ward as well. Rats should be considered a safety concern.

Mr. Desotell noted that things need to be prioritized and the City has done it before with over 200 junked cars removed from the City. He does not believe the City needs to change the refuse ordinance which is working for the majority of the people within the City.

Mayor Brandt further commented that he has heard of price differences within the same company. He urges citizens to call their waste hauler or their competitor if they feel they pay too much.

Mr. Desotell shared that he found in earlier records that it cost the City approximately \$50,000 in 2003 for one City wide spring clean-up utilizing City staff and the City landfill (which the City no longer owns).

Ms. Matucheski further explained abate a nuisance where the property is taken by tax deed, the City ends up paying back the County for the special assessments.

Ms. Hoerman brought up bicycles in yards, grass nuisances and dilapidated buildings as concerns regarding cleaning up the City as well.

Ms. Matucheski clarified that all of this costs the City money. The way that the City can collect on special assessments is very much delayed. The City must be cautious on spending this money. It costs approximately \$8,000-\$14,000 to tear one home down. The City only budgets \$25,000 per year. The City cannot budget more or it would have to cut services somewhere else.

Mayor Brandt indicated that staff would look at the cost and return the information back to this committee. It will take a few weeks for staff to have things prepared and a few weeks for the

waste haulers to respond. He further will have staff look at the cost of a spring clean-up.

INFORMATION ONLY-TO RETURN TO COMMITTEE WHEN INFORMATION IS OBTAINED

RESULT:	PLACED ON FILE-NO VOTE
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3. Sewer Credit Request in the Amount of \$382.91 for 1701 Chateau Drive (Corsica Mobile Home Park) Due to a Water Leak

Kaye Matucheski, Clerk-Treasurer/Finance Director; provided a memo indicating the owner of a mobile home at 1701 Chateau Drive (Corisca Mobile Home Park) has sent a letter requesting a sewer credit as the water used was due to a water leak underneath the mobile home. A city employee has verified the water ran into the ground and not down a drain as per two city employee's letters and pictures. Based on the average water usage for this mobile home, the sewer credit would be \$382.91.

Motion to approve a sewer credit request in the amount of \$382.91 for 1701 Chateau Drive as requested.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 7/10/2019 6:00 PM
MOVER:	Tim Kassis, Ward 3
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Bill Brandt, Tim Kassis, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Carol Feller Gottard, Glenn Bugni

4. Sewer Credit Request for 641 Elm Street for a Burst Pipe Where the Water Ran Outside

Ms. Matucheski provided a memo along with a memo from the owner of 641 Elm Street requesting a sewer credit for a pipe that burst in the converted laundry room of his house. The water was running down the outside of the house and into the ground. A water department employee did shut the water off to the house. The total charge for the consumption portion of the bill is \$210.93 as the rest of the charge would be the normal monthly fixed charge.

Motion to approve a sewer credit for \$210.93 for 641 Elm Street as requested.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 7/10/2019 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Tim Kassis, Ward 3
AYES:	Bill Brandt, Tim Kassis, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Carol Feller Gottard, Glenn Bugni

5. Developer's Agreement between Watertight Development LLC, as Represented by Jon Wald for the completion of the Roadway Connections of Laurisa Lane & Thomas Street for Phase 3 of the Windy View Heights Subdivision

Mr. Desotell provided a memo and a draft version of the proposed Phase III Developer's Agreement for the Windy View Heights subdivision between the City of Antigo and Jon Wald. This initial draft was developed by Attorney Winter's office with staff input and is primarily based on the 2004 Phase II Developer's Agreement. Once spring arrived, staff began the preliminary survey and design work allowing for the responsibilities and budgetary estimates to be developed. Staff also needed to wait until the Eighth Avenue bridge letting and subsequent pre-construction meetings were completed in order to assure that enough funds were available to proceed with a Phase III Developer's Agreement.

Mr. Desotell provided a revision during the meeting under Article 1-General Conditions A. Improvements. The line *No building permits shall be issued until all necessary approvals have been made by the Municipality* has been struck. The remainder of the paragraph shall read as follows: Said schedule shall be attached as EXHIBIT D and incorporated herein as if fully set forth. Building permits may be issued prior to final approvals being made by the MUNICIPALITY and before utilities to serve the individual site are in place and inspected. A drivable year-round roadway is not required to be in place prior to the issuance of a building permit.

Mr. Desotell also changed the address for Watertight Developments LLC to 818 Thomas Street under J. Notice.

Upon inquiry by Alderperson Balcerzak, Mr. Desotell indicated that additional funding for the bridge project has been received and the projects at Gowan and Field Streets are under budget, which should allow for available funding for this project.

Motion to approve the Developer's Agreement as proposed between Watertight Development LLC for the completion of the roadway connections of Laurisa Lane and Thomas Street for Phase III of the Windy View Heights Subdivision.

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

6. Request for Personal Leave of Absence beyond 14 Calendar Days from employee due to Medical Reasons

Alisha Resch, Human Resource Specialist, provided a memo indicating that on June 4, 2019 the City received a request for a personal leave of absence. The City's Employee Manual requires that the Director of Administrative Services shall defer action for an employee anticipating being out more than 14 calendar days to this committee. This individual works as a Police Clerical/Resource Assistant and is seeking an unpaid leave of absence for a medical reason. Chief Roller is aware of this absence and plans to have coverage for filling the open shifts as needed. It is recommended to authorize the request and that the employee would no longer continue to accrue vacation and other benefits if the absence lasts beyond 30 calendar days.

Motion to approve request for personal leave of absence beyond 14 days as requested.

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

7. Approval for Clerk-Treasurer/Finance Director to Waive Special Event Permit Fee

Julie Zack, Administration and Clerical Assistant, provided a memo advising that Holly Luerssen, 4-H Program Coordinator, has requested a waiver of the special event permit fee for the "Tuesday in the Park" event being held on June 18, July 2, and July 16, 2019. There is no fee being charged to participants ages 5 to 10 years and it will give youth an opportunity to engage

in fun while participating in this afternoon activity. The paperwork was not submitted 60 days prior to this first time event, as required by Council but Ms. Luerssen would appreciate the consideration for the request.

Motion for Clerk-Treasurer/Finance Director to waive the Special Event Permit Fee as requested.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 7/10/2019 6:00 PM
MOVER:	Tim Kassis, Ward 3
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Bill Brandt, Tim Kassis, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Carol Feller Gottard, Glenn Bugni

8. Renew Associated Appraisal Consultants, Inc. Assessing Contract for an Additional Four-Year Term

Ms. Matucheski provided a memo indicating that the City has contracted with Associated Appraisal Consultants, Inc. for the past five years for assessing services. The first year was the re-evaluation of property within the City and the following four years were maintenance services. The contract is expiring as of December 31, 2019. The current contract fee is \$25,000 per year. The new contract price for a four-year agreement is \$27,000 per year. The City has had good service with the assessor and they also use Market drive which is where the assessing data is stored. It is Mr. Matucheski's recommendation to continue with Associated Appraisal Consultants, Inc, for the assessing years of 2020-2023 at \$27,000 per year.

Motion to approve the renewal of the Associated Appraisal contract as requested for \$27,000 per year.

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

Any Other Matters Authorized by Law to be Considered

None

Adjournment

1. **Motion to:** Adjourn at 7:00 pm

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

Bill Brandt, Chairperson

Date