

CITY OF ANTIGO
FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE
MINUTES OF MEETING HELD
JUNE 20, 2018

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	Absent	
Tom Bauknecht	Ward 4	Present	
Glenn Bugni	Ward 7	Absent	
Reinhardt Balcerzak	Ward 8	Present	

Others in attendance: Kaye Matucheski, Clerk-Treasurer/Finance Director; Roger Musolff, Building Inspector/Zoning Administrator; and Jaime Horswill, Clerical/Utility Assistant.

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

1. Approval of the Minutes from the May 16, 2018 Meeting

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Carol Feller Gottard, Ward 5
AYES:	Carol Feller Gottard, Bill Brandt, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Tim Kassis, Glenn Bugni

2. Amend Resolution for Night/Weekend/Holiday Incentive Pay to Include Year-Round Part-Time Public Works Park/Street Employees

Sarah Repp, Park, Recreation and Cemetery Director, provided a proposed amended resolution for night/weekend/holiday incentive pay to include year-round part-time Public Works Park/Street employees.

The amended resolution from March 2015 would include that the Park, Recreation and Cemetery Department has expanded hours during the spring, summer, and fall months (addition of fall) as well as the Department would also like to have the ability to staff nights and weekends during the winter months to assist with snow removal and possible expansion of various recreation programs. The final change would be to add the words year-round part-time in addition to seasonal general laborer.

Mayor Brandt noted this will be held until next month.

RESULT:	WITHDRAWN
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3. Consider Retroactive Compensation for Two Parks Year-Round Part-Time Employees for Time Worked on Nights, Weekends and Holidays

Mayor Brandt noted this will be held until next month.

RESULT:	WITHDRAWN
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4. Purchase Cordless Tools for Extrication with Fire Department CIP Funds

Job Petroskey, Fire Chief, provided a memo advising that he has been budgeting CIP funds for the replacement of some extrication tools which include cordless tools. These tools have been proving to be more efficient as they do not have all the tangled cord or hoses when operating at

emergency scenes and quicker deployment. Over the last several years they have had DeWalt cordless tools which works for them. Recently at training the sawzall pulled apart so they investigated what better technology is available. After much research and talking with other departments, the recommendation is the Milwaukee M18 Fuel cordless tools. Public Works and the Wisconsin Task Force -1 also use these tools and they have had great battery run time and no problems with the Milwaukee Tools.

Chief Petroskey had Lt. Berg do the research and he is recommending a 7 piece combo kit and a deep cut band saw. They checked several websites and the best price is from Home Depot at \$999 for the 7 piece combo kit and CPO for the deep cut band saw with six blades at \$713.98. The band saw from Home Depot only had selections for four blades.

Mayor Brandt indicated that this item does not meet the monetary requirements of the CIP therefore the department will utilize their operating budget.

RESULT:	WITHDRAWN
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5. Appointment of Acting Street Commissioner and Recommend Temporary Pay Including any Retroactive Compensation Back to June 1, 2018

Mark Desotell, Director of Administrative Services, provided a memo advising that effective June 1, 2018 he made an "Acting Appointment" of Kirk Packard to the Street Commissioner position vacated by the retirement of Bob Piskula. Under the Hiring, Promotions, Transfers and Assignments section of the City of Antigo Employee Manual the following language dictates the procedures for an "acting appointment":

Appointment of personnel by the department head to a higher classification on a temporary basis in order to fill a vacancy is considered an "acting appointment." An employee holding an acting appointment may receive a temporary pay increase if authorized.

Mr. Desotell's memo continued to note that this language dictates that he seek authorization for his recommendation to provide a temporary pay increase to go along with this acting appointment. He attached the current Pay Grade and Classification Schedule and is requesting the compensation for Mr. Packard be increased to the entry level compensation of this position at \$59,046.99 and be converted to an hourly basis accordingly. He is also requesting that this pay increase be made retroactive to June 1, 2018, the date on which the "acting appointment" was made effective.

Mr. Desotell's memo concluded by noting candidates are being internally sought for the replacement of the Street Commissioner position and once the application period has passed interviews of qualified candidates will be scheduled. Upon completion of that process, a recommendation for the selection of a new Street Commissioner will be presented through the Committee/Council process. He suspects that the recommended candidate name will be presented for final consideration at the August Council meeting.

Mayor Brandt indicated that he has spoken to a few general laborer employees within the Street Department and they think Mr. Packard is doing a fine job.

Motion to approve the Acting Appointment of Kirk Packard to the Street Commissioner position previously vacated by the retirement of Bob Piskula as well as increasing his pay to the entry level compensation of this position at \$59,046.99 and be converted to a biweekly basis accordingly retroactive to June 1, 2018 as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 7/11/2018 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Carol Feller Gottard, Bill Brandt, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Tim Kassis, Glenn Bugni

6. Closed Session: Pursuant to Section 19.85(1)(e), Wisconsin Statutes, and upon proper motion, the committee will convene into closed session to consider the purchase of property located at 511 Clermont Street. 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 6:07 pm pursuant to Section 19.85 (1)(e), Wisconsin Statutes, Bauknecht moved, Feller-Gottard seconded, to convene into closed session to consider the purchase of property located at 511 Clermont Street. Ayes were Feller-Gottard, Brandt, Bauknecht, and Balcerzak. Noes were: None. Absent: 2

APPROVED

At 6:15 pm, 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.

Motion to approve the purchase of 511 Clermont Street for \$25,000 with funding derived from Demolition of Buildings.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 7/11/2018 6:00 PM
MOVER:	Tom Bauknecht, Ward 4
SECONDER:	Carol Feller Gottard, Ward 5
AYES:	Carol Feller Gottard, Bill Brandt, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Tim Kassis, Glenn Bugni

Any Other Matters Authorized by Law to be Considered

Upon inquiry by Alderperon Feller-Gottard, Roger Musolff, Building Inspector/Zoning Administrator, advised that the house located on Virginia Street has not been torn down yet. The demolition bid was just approved at Council.

Mr. Musolff advised that the home at 217 Field Street has been torn down. They are currently digging the basement for Habitat for Humanity. Habitat has purchased the home that the high school built and will have it moved to this site.

INFORMATION ONLY

Adjournment

1. **Motion to:** Adjourn at 6:18 pm

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Carol Feller Gottard, Bill Brandt, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Tim Kassis, Glenn Bugni

Bill Brandt, Chairperson

Date