

CITY OF ANTIGO
FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE
MINUTES OF MEETING HELD
JULY 17, 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	Absent	
Reinhardt Balcerzak	Ward 8	Present	

Others in attendance: Jon Petroskey, Fire Chief; Charley Brinkmeier, Land Surveyor/Project Manager; Roger Musolff, Building Inspector/Zoning Administrator; Dale Hulce, Keller Inc.; Mark Desotell, Director of Administrative Services; 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 June 19, 2019 Meeting

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

2. Acceptance of the Greater Green Bay Community Foundation Donation

Jon Petroskey, Fire Chief, provided a memo indicating that the Antigo Fire Department submitted a request for a donation from the Greater Green Bay Community Foundation on behalf of the Ola S. Adams family. The Ola S. Adams family is relation to the daughter of Ron Pizl. They submitted a list of equipment and were approved for \$39,505 which includes: chest compression device, brush guard for the ambulance, firefighter hoods, IV Pump, forcible entry tools, rescue helmets and a rope rescue tripod.

Chief Petroskey is requesting approval of the grant to the Antigo Fire Department from the Greater Green Bay Community Foundation.

Motion to accept the Greater Green Bay Community Foundation Grant for \$39,505 as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 8/14/2019 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Balcerzak
ABSENT:	Glenn Bugni

3. Approval of the Purchase of Battery Operated Extrication Rescue Tools for the Fire Department

Chief Petroskey provided a memo advising that in the CIP budget he has requested money to update aging extrication tools. The current tools are hydraulic which has limited reach and is always connected to a noisy hydraulic pump. The new extrication tools are battery operated which makes them much more portable and quieter at a car crash. Chief Petroskey requested bids for the battery operated extrication tools and received one bid from Reliant Fire Apparatus Inc. for \$31,756. The bid request was for two combination tools and one cutting tool. The combination tools are used to spread and cut and the cutting tools are only for cutting. The benefit of the cutting tool is the capacity of the cutter and the cutting force. Most of the normal extractions can take place with the combination tool but some areas will require the cutter only tool. The goal is to remove the current hydraulic extrication system and use the battery operated system only.

Chief Petroskey's memo concluded by noting the new battery tools use the Milwaukee tools M28 Volt battery technology which means they can purchase the batteries locally and will integrate with the rest of their Milwaukee battery tools. He would like to utilize the Fire Truck Equipment and Rescue Vehicle Equipment CIP funds.

Upon inquiry by Alderperson Feller Gottard, Chief Petroskey indicated that this is commonly referred to as the Jaws of Life. The battery operated tools do not have hoses or cords connected to it making it more portable.

Motion to approve the purchase of the battery operated extrication rescue tools for the Fire Department from Reliant Fire Apparatus Inc. for \$31,756 utilizing Fire Truck Equipment and Rescue Vehicle Equipment CIP funds as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Tim Kassis, Ward 3
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Balcerzak
ABSENT:	Glenn Bugni

4. Approval to Use CIP Funds for New Pagers for Fire Department

Chief Petroskey submitted a memo advising that as part of the CIP budget, the department has money put aside for radios and pagers. Last year they bought new radios and this year they need to replace some of the aging pagers. The current pagers were purchased from a grant in 2007. The new pagers now have many newer options and features.

Chief Petroskey is requesting to purchase ten pagers with CIP funds. He received three quotes, Northway Communications and Frank's Radio Service came in the same at \$3,690. He is recommending Northway Communications as they do other business with them and they have been responsive to their needs.

Upon inquiry by Mayor Brandt, Chief Petroskey indicated that the current pagers are dying out and they have become obsolete.

Upon inquiry by Alderperson Kassis, Chief Petroskey indicated that the current pagers will be of no use and will be disposed of.

Motion to approve the Fire Department's purchase of ten pagers from Northway Communications for \$3,690 utilizing CIP funds as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Bauknecht, Ward 4
SECONDER:	Carol Feller Gottard, Ward 5
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Balcerzak
ABSENT:	Glenn Bugni

5. Approval of Purchase of Positive Pressure Fan for Fire Department

Chief Petroskey provided a memo advising that as part of the CIP budget, the department has money aside for Fire Truck Equipment and they need to replace a Positive Pressure Ventilation (PPV) fan. The fan is used during fires to help with removing smoke or to help locate the fire. They currently have two PPV fans but both are gas powered and came with each truck back in the 1990s. The current technology is battery powered, with A/C back up. One of the firefighters uses these fans at NTC and highly recommends them.

Chief Petroskey has received three quotes for a Super Vac PPV fan that uses the Milwaukee Tool batteries. He is recommending purchasing one PPV fan from Pomasl Fire Equipment for a total of \$3,982 utilizing CIP funds.

Motion to approve the Fire Department's purchase of one Positive Pressure Ventilation fan from Pomasl Fire Equipment for \$3,982 utilizing CIP funds as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Tim Kassis, Ward 3
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Balcerzak
ABSENT:	Glenn Bugni

6. Request to Assign 2015 Chevy Traverse (Unit 8912) to Building Inspection Office and Sending 2009 Chevy Impala (Unit 8911) to Auction for Public Sale

Mark Desotell, Director of Administrative Services, provided a memo advising that earlier this year Council approved the replacement of a 2015 Chevrolet Traverse (Unit 8912 with +/- 45,000 miles). A 2019 Jeep Grand Cherokee (Unit 8913) was purchased in its place for use as the City Hall "pool" vehicle. Recently, the Jeep Grand Cherokee was delivered to the City. The vehicle currently assigned to the Building Inspection office is a 2008 Chevrolet Impala (Unit 8911 with +/- 80,000 miles) and was formerly utilized as a Police Department vehicle. By assigning the Traverse to the Building Inspection Department, they would receive a vehicle more suited to their needs providing additional storage for equipment. The 2009 Impala would be sent to public auction in its place.

Mr. Desotell's memo concluded by noting this year's budget for the purchase of the Jeep was set at \$13,000 with the balance of funds needed for the purchase to come from the sale of the Traverse. It is his recommendation to assign the Traverse to the Building Inspection office and that the balance of the funds needed for this transaction to come from both the sale of the Impala and the City's 2019 CIP Undesignated Fund Balance.

Upon inquiry by Mayor Brandt, Mr. Desotell explained that it was estimated that the City would receive between \$14,000 to \$16,000. He is expecting to need \$7,000 to \$10,000 from the CIP Undesignated Fund Balance.

Mayor Brandt commented that he believes \$10,000 to \$12,000 will need to come from the CIP Undesignated Fund Balance and that the Impala will not sell for as much as Mr. Desotell is expecting.

Upon inquiry by Alderperson Bauknecht, Mr. Desotell explained that Council has approved Duke and Kathy Packard to sell the City's auction items.

Mr. Desotell further explained that the City would have had to look at replacing the Chevrolet Impala next year if the Traverse were not transferred.

Motion to approve the request to assign the 2015 Chevrolet Traverse to the Building Inspection office and send the 2009 Chevrolet Impala to auction for public sale as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 8/14/2019 6:00 PM
MOVER:	Tim Kassis, Ward 3
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Balcerzak
ABSENT:	Glenn Bugni

7. Consideration of Extending the Existing Water and Sanitary Sewer Mains (at the City's Cost) along Progress Boulevard from their Existing Location to the South Property Limits of Waukesha Bearing for their 2019 Expansion Project

Mr. Desotell provided a memo and map depicting the location of the existing water and sanitary sewer mains along Progress Boulevard. The map also shows the limits necessary to extend these utilities to the south property limits of Waukesha Bearing to provide needed services for their proposed 2019 expansion project (35,000 square feet). A site plan for this effort was approved by the City Plan Commission at their February 2019 meeting. The extension of the utilities to the north will require the resurfacing of a section of Progress Boulevard as it will be compromised by the excavation process. In the best interest of the City, the cost for the utility extensions and pavement restoration being recommended at the City's expense in order to help facilitate the project which will lead to both the retention and creation of jobs.

Mr. Desotell's memo concluded by noting the City is currently working with Waukesha Bearing and their prime contractor (Keller) to determine if the best price for this work can be accomplished as part of the Waukesha Bearing Expansion Project with subsequent reimbursement by the City. Where possible, staff will explore coordination of certain efforts with our own staff if it leads to cost savings.

Mayor Brandt explained that this expansion may cost up to \$50,000.

Mr. Desotell explained that there is a high water table which is adding to the cost of this project as the project will require de-watering.

Motion to approve the cost of up to \$50,000 for expansion of the existing water and sanitary sewer mains along Progress Boulevard from their existing location to the south property limits of Waukesha Bearing for their 2019 expansion project as presented with funding derived from sanitary sewer, storm sewer, and water utility funds and potentially the Economic Development portion of the Hotel Motel funds if necessary.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 8/14/2019 6:00 PM
MOVER:	Tim Kassis, Ward 3
SECONDER:	Bill Brandt, Mayor
AYES:	Feller Gottard, Brandt, Kassis, Bauknecht, Balcerzak
ABSENT:	Glenn Bugni

8. Draft RFP for the Potential Use of a Single Source Provider for Mandatory Curb-side Trash Removal Services - Information Only

Mr. Desotell provided a memo indicating that in order to continue with the discussions on the topic of considering a single source provider (for the mandatory residential curbside pick-up of refuse and recycling materials), he has prepared a Draft Request for Proposals for review and comment. It has only been a short time since this topic was raised during the last meeting and a concentrated effort to provide a draft document was made. He was unable to finish a section to fully address the springtime curbside pick-up by the time the agenda was submitted. The final two pages list a series of unanswered questions. He would appreciate the committees input as to what expectations they have for the next step in this process.

Aldersperson Feller Gottard commented that the recycling bin was not available at Waste Management today when she went. Charley Brinkmeier, Land Surveyor/Project Manager, advised that they may have been dumping it. It does come and go throughout the day.

Mayor Brandt indicated that there are a few ways to handle funding if the City were to go to a single service garbage collection. The first being that the provider can bill each residence and collect the money themselves. This is one of the only ways the City would be able to accomplish this.

Mayor Brandt further explained that the City does not have the ability to raise property tax and bill through the tax process as we are still under budget restraints. The City recently has borrowed \$6,000,000, which needs to be repaid by property tax. The City has continuing normal operational budgets and negotiations with employees. All of this goes against property taxes, which we do not have the ability to raise that much. The only way to accomplish this through property taxes would be to eliminate someone within the City. If we were to do it off the property tax, then the City would be responsible for billing and collection. The people who are the problem would not pay the bill and the people that take their garbage in for \$2 a bag would see a major hike in their garbage bills. The good people would be penalized. The City Council would also be telling people what they are going to do instead of allowing for a competitive atmosphere.

Mayor Brandt explained that the third option would be for the creation of another utility. The Clerk-Treasurer has assured the Mayor that she does not have enough staff or time to accomplish creation of another utility as well as billing and collection.

Mayor Brandt has received four or five phone calls regarding this and each of them does not think this is a good idea if it was going to cost the tax payers more money to have this service forced on them as they are taking care of their own garbage. No one is complaining about their properties.

Mayor Brandt advised that the City can look at this, however the business selected would have to take care of billing and collection and the City does not have the time, money or staff to take this on and it certainly cannot go on the property taxes or the projects the City just borrowed money on cannot be done.

Mayor Brandt also pointed out that if the City did this, it would have to pay for the service for about the first year to get it going before you receive money in.

Upon inquiry by Alderperson Kassis, Mayor Brandt indicated that staff is getting after enforcement of the ordinance now. He believes once the ordinances are enforced people will finally realize you cannot do that here.

Alderperson Feller Gottard noted that every two years Langlade County does a Clean Sweep for used oil, etc.

Upon inquiry by Alderperson Feller Gottard, Alderperson Kassis noted that tax payers are currently paying to monitor the old landfill.

Alderperson Kassis noted that he begs to differ on the creation of a utility. Other communities he has spoken to actually charge as a line item on the water bills for garbage collection, much like the storm water. Mayor Brandt advised that the storm water is a separate utility.

Mr. Desotell indicated those that use private vendors and billed by private vendors and he does not understand why the City is looking at reinventing this.

Alderperson Kassis noted that he is interested in seeing what the bids would be if the vendor billed and collected for services and if the City did to which Mayor Brandt noted that it does not make sense to ask for bids when this is something that is not feasible. The City does not have available staff for this.

Alderperson Kassis indicated that this item is obviously not going anywhere to which Mayor Brandt commented that the City would be forcing people who are taking care of their garbage to pay more for their garbage because of a few people who are not.

Alderperson Kassis noted that if garbage service was available for pickup throughout the community, you would have a cleaner community. It will not fix everything but it will help clean up some of the garbage problems within the City of Antigo.

Mayor Brandt commented that he does agree things have gone downhill since the spring and fall clean-up was available. He would love to see the cost of bringing this service back.

Mr. Desotell indicated that through his research he has found communities that do offer this type of clean-up and bid this service out.

Mayor Brandt commented that the City could bid it out privately or see what it would cost to do it in-house (plus scale fees).

Alderperson Bauknecht noted that Waste Management has a presence in Antigo and service the county. If they did not receive the bid, would they leave the community and stop servicing the whole county?

Alderperson Kassis inquired on the cost to create a utility and staff it. Mayor Brandt indicated that you would have to hire at least one additional full time person.

Alderperson Balcerzak asked why the committee is wasting time on something like this when there are fewer people that do not take care of their garbage than people that do. Those are the ones the City should be after. That is where time and effort should be concentrated.

Mayor Brandt indicated that staff is concentrating on the wording of the ordinances and will start with follow up. The ordinances need to be in place so when people call with complaints, something can be done.

Alderperson Kassis agrees that enforcement needs to happen. He thinks a vested effort to make Antigo a clean city is necessary.

Upon inquiry by Alderperson Kassis, Mr. Desotell explained that property owners have seven days to clean up garbage after a complaint. If the yard is unsightly and it's not actual garbage the time table is different.

Upon inquiry by Alderperson Balcerzak, Mr. Desotell indicated that the property that was shown at the last meeting could not be verified if the back yard has been cleaned up as it is fenced in. Mayor Brandt indicated that staff could knock on the door to see if they could look. If the request is denied, staff can take the pictures to the Judge and have a warrant drawn. This is not a two year process to receive a warrant, it happens every day.

Alderperson Bauknecht noted that when staff is looking at ordinances, they should look at inside furniture on outside porches as well.

Upon inquiry by Alderperson Kassis, Mr. Desotell indicated that the City is not to a point yet where he would feel comfortable asking for bids yet as there are too many unknowns. He does not want to put out a request for proposal (RFP) if the City is not serious about pursuing. It is his understanding that the majority of the committee wants him to look at ordinance enforcement and spring and fall clean-up.

Alderperson Kassis commented that he wants to continue to work towards the RFP. He would like to see staff and Mr. Desotell fine tune the RFP.

Mr. Desotell commented that he would like to focus his time and staff's time and efforts on something everyone is in consensus to achieve. He further advised that the City does not have a landfill so the cost will be significantly higher than the communities that do. He can speak with other communities to find out costs and how they do things, but it has to be comparable to what we have or want.

Alderperson Balcerzak commented that responding to a bid is time consuming for the companies.

Mayor Brandt also noted that before the City does something like this, he would recommend a referendum. Alderperson Kassis noted that this may be a good idea.

Mr. Desotell noted that there are a lot of questions he would need answered before talking to a company like snow birds, apartments, contracts etc. He is willing to speak with a couple of communities that are similar to Antigo and speak with a few vendors. There is more than just asking a price.

Mayor Brandt instructed Mr. Desotell to speak with a few communities. He further instructed him to move forward with looking at the cost of spring and fall clean-up.

Mr. Desotell suggested to start with one pick up a year as the last time it was done, it was a \$40,000 expenditure.

Upon inquiry by Alderperson Kassis, Mayor Brandt indicated that the last pick up was paid for out of the general fund.

Alderperson Kassis agreed to proceed with a clean-up and would like Mr. Desotell to contact other communities.

Alderperson Balcerzak commented that he cannot see putting any more work into what has already been done.

Mr. Desotell acknowledged that he is chasing many projects right now and in all fairness does not have enough time to chase this as well.

INFORMATION ONLY

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

None

Adjournment

1. **Motion to:** Adjourn at 6:52 pm

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

Bill Brandt, Chairperson

Date