



CITY OF ANTIGO

FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE MEETING

MULTI-PURPOSE ROOM

Wednesday, August 15, 2018

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 July 18, 2018 Meeting
2. Sprinkler Credit for New Home at 345 Mayfair
3. Approve One-Week of Vacation Time for Human Resource Specialist as an Exempt Position
4. Job Description Updates for the DPW Working Foreman Position
5. Purchase of Squad Vehicle
6. Create a Fire Dept. Chaplain Program
7. CIP Funds for New Portable Radios
8. Provide Ambulance Service to Troutland Rescue Coverage Area
9. Change Request to Marciniak Agriculture Lease
10. Ordinance for the Establishment of Specific ATV/UTV Routes in the City Allowing Residents to Travel the Most Direct Line to the Established Route Leading to Existing Trails in Langlade County and Surrounding Towns

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: August 09, 2018

BILL BRANDT



To: Mayor and City Council
From: Kaye Matucheski, Clerk/Treasurer
Date: August 15, 2018
Re: Sprinkler Credit for New Home at 345 Mayfair

Attached is a letter from Bob Sekorski, who is building a new home at 345 Mayfair Street, requesting a sprinkler credit for watering the new lawn that he is putting in. The sprinkler credit is based on the winter average usage and because this is a new home, there is no previous usage. If this is approved, it would need to be forwarded to Council for approval.

Should you have any questions, please feel free to contact me.

Robert Sekorski
300 Prosser Pl #81
Antigo, WI 54409

August 3, 2018

City of Antigo
Sewer and Water Department
700 Edison Street
Antigo, WI. 54409

Good day,

I am currently building a new single-family home at 345 Mayfair Street and will be putting in the lawn shortly.

After paying my first water bill I was told that sprinkler credits would not apply to me due to not having a history of usage. City hall personnel said I could write a letter to your department asking for a waiver for the sewer usage charge for the lawn sprinkling. Our household has only two people.

Please consider this option.

Thank you,



Bob Sekorski
(715)350-4460
(715)352-3168

RECEIVED

AUG 03 2018

CITY OF ANTIGO

Attachment: 345 Mayfair Street Sprinkler Credit Request (2259 : Sprinkler Credit for New Home at 345 Mayfair)



To: Mayor and City Council
From: Kaye Matucheski, Clerk/Treasurer
Date: August 15, 2018
Re: Approve One-Week of Vacation Time for Human Resource Specialist as an Exempt Position

Last month when the starting wage for the Human Resource Specialist was approved, we should have also requested approval for vacation of one week for the first year. Being that this is an exempt position, comp time is not accrued so it is customary to start vacation upon hire. After the first year, the regular exempt vacation schedule per the Employee Manual will apply.

If this is approved, a resolution will be forwarded to Council. Thank you for your consideration of this request.

If you have any questions, please feel free to contact me.



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: August 15, 2018
Re: Job Description Updates for the DPW Working Foreman Position

The attached copy of the Draft changes to the Working Foreman position in the Street Department is included in your agenda packet to familiarize you with some of the recommended changes. At the time of distribution of the agenda packet, the Street Commissioner and Human Resource Director had not been given the opportunity to recommend any additions/deletions.

Both of them will be taking the opportunity to do so prior to the August FP&L meeting and any of their recommended additions/deletions will be incorporated into a Final Draft and distributed for discussion on the night of the meeting.

Please feel free to contact me with any of your questions; it is our intent to post the Working Foreman position internally now that the new Street Commissioner was approved at the August Council meeting.

POSITION DESCRIPTION

Class Title: DPW Working Foreman
 Department: Public Works
 Date: 02/24/200907/11/13

Pay Grade: Class 2 + \$1.00
~~Union: Local 1192~~Non-Exempt
 Location: 1020 W Pierce Ave

GENERAL PURPOSE

Performs supervisory, administrative and professional work in the Department of Public Works with employees engaged in the repair/maintenance of the street, water, sanitary and storm sewer distribution systems. Performs ~~all~~ the assigned responsibilities in the Street Commissioner's ~~in his~~ absence. A person in this position is expected to be fully engaged in the construction and maintenance activities of the Department as both a side-by-side worker and as a supervisor of the assigned staff. This position is required to work weekends and evenings during weather or other operationally related emergencies and will be expected to share the burden of on-call responsibilities during non-working hours.

SUPERVISION RECEIVED

Works under the direction of the Street Commissioner and is expected to work collaboratively within all divisions of the Public Works Department; provides assistance to other departments as assigned.

SUPERVISION EXERCISED

Exercises supervision over personnel as assigned by the Street Commissioner to carry out the daily work of the DPW; serves in an administrative capacity; or in the absence of the Street Commissioner, the department. It is expected that this position is to work cooperatively in assisting the Street Commissioner in the management of the Department while still making independent decisions to assure the safe completion of tasks.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Maintain prompt, predictable, and regular physical attendance
- Maintain ability to lawfully operate designated motor vehicles at all times that duties are performed
- Maintain ability to travel throughout and enter all different properties in the jurisdiction
- Provide truthful and accurate written and verbal communications
- Maintain relevant certifications
- Assign and direct the activities of subordinate personnel to efficiently carry out and complete daily work orders as they are received.
- Primarily oversees the daily work activity involved with the maintenance, operation, and construction of the city owned infrastructure and utilities.
- Ensures daily operating records/timesheets are properly entered and secured.
- Tracks that all assigned work orders are completed and properly entered into the utility and street asset management programs.
- Ensures work place safety training is conducted and that safety practices are properly implemented within the department.
- Assigns duties and ensures work is completed in conformance to policies/procedures.
- Is aware of and strives to achieve goals/objectives within assigned areas of work.
- Operates equipment and works with employees in the completion of assigned tasks.
- Promote harmony among workers & maintains discipline; helps to resolve grievances.

- Directs the maintenance and/or construction of streets, bridges, right-of-ways and utilities to include water/sanitary/storm systems.
- Assists the Street Commissioner in the preparation of the DPW budget and helps to administer the adopted budget in assigned areas of responsibility.
- Adheres applicable laws, codes, regulations, ~~and~~ requirements and city policies
- Identify the amount of staff, materials and equipment necessary to achieve assignments
- Investigates and reports complaints with recommended solutions to Supervisor(s)

PERIPHERAL DUTIES

- Exercises supervision and direction for seasonal projects, including: weed control, snow & ice removal, street sweeping, tree & brush removal, seasonal/holiday decorations installation and removal, flood control, and other duties as required.
- Assists in the development/update of a Street Department Comprehensive Plan, the Capital Improvement Program and other plans involving the Public Works Department.
- ~~Assumes regularly scheduled week-end coverage.~~
- Assists the Land Surveyor/~~Civil Technologist~~Project Manager with spring flood control.
- Inspect, rate and report on PASER Rating system for City streets
- Serve on various employee committees; attend other meetings as assigned
- Perform other related duties as assigned

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- (A) Graduation from high school or GED equivalent; and
- (B) Graduation from a 2 year college or vocational education program with an emphasis in pre-civil engineering, environmental sciences, construction management, or a closely related field desired; or
- (C) Minimum of (4) years previous public works experience or at least (5) years in construction project management; or
- (D) Any equivalent combination of education and experience.

SPECIAL REQUIREMENTS – Must possess or have the ability to possess within the one (1) year introductory period:

- (A) Possess a valid Wisconsin state driver's license, CDL – Class A, B/C with air brakes restriction and tanker (N) endorsement
- ~~(A)~~(B) Must reside within a fifteen (15) mile radius of the City limits
- (C) General first aid/CPR training and maintain certifications
- (D) Must have completed or be able to attend the Supervisor academy or equivalent.

Necessary Knowledge, Skills and Abilities:

- ~~(A) Thorough knowledge of principles, practices, methods and equipment applicable to modern street maintenance, construction, and water and sewer utility management; knowledge of applicable policies, laws and regulations affecting street maintenance, water distribution, sewer and storm water collection.~~
- ~~(B) Skill in operating the listed tools and equipment.~~

- ~~(C) Ability to communicate effectively, orally and in writing, with employees, consultants, other governmental agency representatives, City officials and the general public.~~
- (A) Considerable knowledge of principles, practices, methods and equipment applicable to municipal construction; skills in operating tools and equipment.
- (B) Ability to plan, organize and supervise daily activities of assigned staff.
- (C) Ability to communicate effectively, both verbally and in writing and to carry out instructions
- (D) Ability to advise and provide interpretation to others on how to apply policies, procedures and standards to situations.
- (E) Working knowledge of the principles and practices of modern public administration.
- (F) Ability to identify and analyze problems; evaluate alternative solutions; and make sound judgments, especially in stressful situations.
- (G) Ability to establish and maintain an effective working relationship with employees, other departments and the public.
- (H) Willingness to meet deadlines as given; ability to think logically and to make decisions.
- ~~(D)~~ (I) Ability to perform basic functions of MS Office suite products; ability to utilize computer technology to access, retrieve, or input information
- (J) Must reside within a fifteen (15) mile radius of the City limits

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TOOLS AND EQUIPMENT USED

~~Personal computer, including word processing, spreadsheet, and asset management programming; motor vehicle; phone; radio; fax and copy machines~~

Motorized vehicles and construction equipment; common hand and power tools; telephone; mobile radio or portable radio; phone; personal computer including various software; and safety equipment including PPE and testing instruments

~~Show proficiency in the operation of heavy equipment typically used by the Department.~~

PHYSICAL DEMANDS

~~While performing the duties of this job, the employee is frequently required to stand, walk, use hands to finger, handle, feel or operate objects, tools, or controls, and reach with hands and arms. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl, talk or hear, and smell.~~

~~Work place setting is balanced between office and outdoor field activities. Outdoor or field work is required for the maintenance, operation, or construction of water, sewer, or street projects. Hand-eye coordination is necessary to operate heavy equipment, computers and various pieces of light equipment.~~

~~The employee must be capable of lifting and/or moving up to 50 pound. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.~~

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.

Hand-eye coordination is necessary to operate computers and various pieces of equipment. While performing the duties of this job, the employee is frequently required to stand, walk, sit, climb, balance, stoop, kneel, crouch, talk, hear, and smell. The employee frequently uses hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee may frequently be required to walk over rough terrain.

The employee must frequently lift and/or move up to 60 pounds. The employee will be required to slide, roll, push or pull on a regular basis up to 140 pounds. The work will also require sitting and operating a keyboard. Specific vision abilities required by this job include close vision, distant vision, color vision, peripheral vision and depth perception.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions which may become extreme. The employee frequently works near moving parts and is exposed to wet and/or humid conditions, and vibrations. The employee occasionally works in high precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals and risk of electrical shock.

The noise level in the work environment may vary from quiet to loud. The work may be indoors or outdoors with exposure to extreme weather conditions.

~~While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.~~

~~The noise level in the work environment is usually quiet to moderate in office settings, and loud in the field.~~

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: _____
Supervisor

Approval: _____
Employee

| Effective Date:

Revision History: ~~2/24/2009~~07/11/2018



ANTIGO POLICE DEPARTMENT

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

August 3, 2018

Finance, Personnel, & Legislative

RE: Purchase of Squad Car

Dear Committee Members;

I am requesting to purchase one 2019 Ford Explorer Police Package Vehicle from Langlade Ford to replace our oldest squad in our fleet. I have budgeted for two vehicles for 2018 in the CIP and we will only have to replace one squad at this time due to the replacement in the summer of 2017 of two squads that were damaged in the wind storm of March 2017.

The replacement of the damaged squads has thrown off our normal rotation of purchasing two squads per year, though I will be carrying forward the money from the 2018 CIP to the 2019 CIP to potentially cover the cost of purchasing multiple vehicles during the same year in the future.

In July 2018 I was informed that Ford will be discontinuing the Police Package Sedan and also will be changing the Police Package Sport Utility for the 2020 model year. Due to these changes, Ford Motor Company is requiring all 2019 models to have the order placed by September 21, 2018. Production of the 2019 Models will end in the early months of 2019.

We have previously purchased our squads from Langlade Ford and they have been extremely easy to deal with and have met the state bid price on vehicles. I have received an estimate of \$30,958.00 for the purchase of the vehicle with the similar setup of the previous years. This vehicle has only increased \$458.00 from the 2017 model.

I am requesting to purchase the 2019 Police Package Sport Utility from Langlade Ford for the purchase price of \$30,958.00 from the CIP budget, and use remaining money from this account to changeover the vehicle with Belco Solutions of Lodi and purchase any new equipment for the vehicle that may be necessary during the changeover.

The old squad will be sold on auction after the changeover is complete.

Sincerely;

Eric J. Roller
Director of Public Safety

Attachment: 2018 Squad purchase (2261 : Purchase of Squad Vehicle)



To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: August 15, 2018
Re: Create a Fire Dept. Chaplain Program

I am requesting to start a Chaplain program for the Antigo Fire Department similar as the Antigo Police Department (APD) did earlier this year. The program will mirror the APD program of providing spiritual and emotional support to all members of the department, their families and the public. This program can help the department in many ways like:

- Counseling members of the department
- Assist with CISD after traumatic calls
- Assist with funerals of department members if requested
- Help Fire and EMS personnel with stress management, ethics and family situations

This will be a volunteer position with no compensation for services. The Fire Department Officers will have input as to whom we select for this program and I will seek advice from the Town of Antigo Volunteer Department as they have had a Chaplain for over 15 years.

I anticipate only needing minimal funding for this program which will come from the current budgets.

Feel free to contact me if you have questions.



To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: August 15, 2018
Re: CIP Funds for New Portable Radios

We have been setting CIP money aside for several years to purchase new radios. I have a quote from General Communications for new portable radios with the National Association of State Procurement Officials (NASPO) pricing agreement which the State of Wisconsin is part of for state pricing.

We received our current radios through a 2007 grant and the radios have a ten year service life in the emergency arena. With newer technology, the newer radios will have better water resistance/proof capability which is our biggest problem during fire attack. We have had several times during active fires that we are unable to reach the interior crew because of wet radios and radio mic.

Six of the radios will come from the EMS CIP and the remaining will come from the Fire CIP. The radios that we will be pulling out of service will go to DPW.

Feel free to contact me if you have questions.



**GENERAL
COMMUNICATIONS**
your safety is our business

2880 Commerce Park Drive, Madison, WI 53719
Madison Milwaukee Eau Claire
P: 608-271-4848 P: 262-439-2000 P: 715-225-7604
F: 608-661-2935 F: 262-439-2009 F: 608-661-2935
www.gencomm.com

SALES 2.7.a

Sales Quote No: 12364

Date: 8/8/18

Account No: 3608

Bill To: Antigo Fire Department
700 Edison Street
Antigo, WI 54409

Ship To: Antigo Fire Department
Attn: Cory Smith
700 Edison Street
Antigo, WI 54409

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
Rick Krasnowski		Delivery	NET 30 Days	9/7/18

Notes

NASPO Contract and Gov't Contract Discounts Applied to all items

Item No	Description	Quantity	UM	Price	Disc	Amount
VP6230GRF2	EF Johnson VP6230 VHF 136-174 MHz Model 2 GR	17.00	Each	\$2,327.20	0.00	\$39,562.4
8326000002	EF Johnson MDC1200/GE-Star Signaling	17.00	Each	\$0.00	0.00	\$0.0
250VP5000001	EF Johnson VP5000 I.S./CSA Radio Label Kit	17.00	Each	\$0.00	0.00	\$0.0
835VP6000PK001	EF Johnson VP6000 Packing Kit	17.00	Each	\$0.00	0.00	\$0.0
KNB-LS5	Kenwood Li-Ion Intrinsically Safe Battery	17.00	Each	\$0.00	0.00	\$0.0
8326000006	EF Johnson 1024 Channels/Talkgroups	17.00	Each	\$0.00	0.00	\$0.0
8326000015	EF Johnson 25KHz Disabled	17.00	Each	\$0.00	0.00	\$0.0
SPWB22150	PulseLarsen Wide Band VHF SMA F T2 136-174 MHz Antenna	17.00	Each	\$28.00	0.00	\$476.0
V2-G4KC221	Otto 500 Fire Mic for Kenwood TK-5210 Series Radios (Gov't Discount Pricing)	17.00	Each	\$253.30	0.00	\$4,306.1
8326000003	EF Johnson Firesage First Responder	13.00	Each	\$200.00	0.00	\$2,600.0
8326000004	Ef Johnson Firesafe Command	4.00	Each	\$280.00	0.00	\$1,120.0
REBATE	Quatity 17 discounting	1.00	Each	(\$808.55)	0.00	(\$808.5

Returns & exchanges are accepted within 30 days of purchase and require an RMA Number. Items must be in unused condition and in original packaging. Special order items are non-returnable and may not be canceled once shipped from vendor.

* A convenience fee may be added for invoices paid by credit card.

* There will be a restocking fee assessed up to 30% on accepted returns.

* An 18% finance charge will be applied to any balance unpaid 30 days from the date of the invoice.

Subtotal \$47,255.1

Discount \$0.0

Freight \$0.0

Sales Tax \$0.0

Sales Order Total \$47,255.1

Attachment: quote 12364 (2263 : CIP Funds for New Portable Radios)

Quote Accepted By _____ Date _____



To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: August 15, 2018
Re: Provide Ambulance Service to Troutland Rescue Coverage Area

I have been approached by Troutland Rescue, Town of Evergreen, Village of White Lake and Town of Wolf River to provide ambulance coverage. The initial discussion was to start January 1, 2019 but I was contacted recently to move this date up.

Over the last couple years, Troutland Rescues Squad has struggled with getting volunteers to cover the ambulance calls. The City of Antigo has a Secondary Contract with Troutland which has the City of Antigo cover their area if they cannot staff the call. This has been happening over the last couple years and more often over the recent months. Troutland and the three municipalities know that they cannot withstand this process and has requested us to provide service to their area.

I am in the process of getting budget numbers together to evaluate the total revenues and expenses. I will have these numbers available at the meeting.

I have reached out to the State of Wisconsin to see what paperwork needs to be filed out and I have discussed this with our Medical Director, Dr. Corina Norrbom. This week I have contacted the town chairs of the current 10 townships we serve and they had a positive feedback. This is for information and I am looking for feedback as to which direction to go.

Feel free to contact me if you have questions.

To Whom it may concern;

My Dad and I rent the land by Remington Lake and by the Hwy 64 bypass. I would ask the City of Antigo to change the rent payment terms to better fit the Farm's cash flow. Half the payment due in the end of April and the other half the end of November would work well. I would also like the City to add 4 more years to the lease. The land needs a significant amount of time and this is rather expensive - \$100 to \$200 dollars per acre. I am willing to apply the time but need the extension to recoup my investment.

Sincerely,



Jeff Marciniak

715-610-1672

RECEIVED

AUG 09 2018

CITY OF ANTIGO

Attachment: Marciniak request (2269 : Marciniak Lease)

CITY OF ANTIGO AGRICULTURE LEASE

This agriculture Lease made and entered into this 1st day of April, 2016, by and between the City of Antigo, a municipal corporation, existing by and under the authority of the laws of the State of Wisconsin, hereafter referred to as CITY, and Jeff and Patrick Marciniak, hereafter referred to as TENANT.

CITY hereby does lease to TENANT the following described premises located in the City of Antigo, Wisconsin to wit:

- 1) Part of Lot 1 of Volume 8 CSM Page 18, except Volume 13 CSM Page 2, located in the NE ¼ of the NE ¼ of Section 19, Township 31 North, Range 11 East, City of Antigo, Langlade County, Wisconsin. Being 4.67 acres more or less
- 2) Part of Lot 2 of Volume 8 CSM Page 18, except all of Volume 12 CSM Page 30, and except all lands lying south and east of the proposed roadway, located in the NE ¼ of the NE ¼ and in the SE ¼ of the NE ¼ of Section 19, Township 31 North Range 11 East, City of Antigo, Langlade County, Wisconsin being 24.92 Acres more or less.
- 3) Part of Lots 301 and 310, and all of Lots 302, 303, 304, 308, 309 of the Assessor's Plat, except that lying North of the Southerly Right of Way line of STH 64 as platted, located in the NE ¼ of the SW ¼ and the SE ¼ of the SW ¼ of Section 19, Township 31 North, Range 11 East, City of Antigo, Langlade County, Wisconsin, being 45.88 Acres more or less.

See attached map.

This lease shall be effective for the term of four (4) years beginning on the 1st day of April, 2016, and ending on the 1st day of January, 2020, with the TENANT paying the sum of \$96.50 per acre, with the total payment due the first day of August of each year until the lease expires. The said payments are to be made at the office of the City Treasurer, 700 Edison Street, Antigo, WI 54409.

This lease can be terminated with a thirty (30) day written notice to the TENANT. The CITY has proposed this land for Industrial Park use, and is seeking to sell this property to any industrial prospect.

Attachment: Marciniak request (2269 : Marciniak Lease)

SCANNED

5/6/16

TENANT OBLIGATIONS

- a. TENANT shall farm the leased premises in a sound and "husband-like" manner.
- b. TENANT shall not cut or damage live trees without the CITY'S written consent.
- c. TENANT shall have a soil fertility test done by a reputable company and use the recommended fertilizer. A copy of this test must be made available to the CITY.
- d. TENANT shall not permit trash or rubbish to accumulate nor permit noxious weeds to seed on the premises.
- e. TENANT shall make repairs to fences and repairs to other improvements if damaged by TENANT.
- f. At the end of the lease term, TENANT shall deliver to CITY complete possession of the leased premises in as good repair and condition as they are at the time TENANT takes possession, excepting: ordinary wear, loss by fire, or unavoidable destruction.
- g. TENANT will not plant any crop, which shall not have a normal maturity within the term of this lease.
- h. None of the leased land shall be placed in soil bank or other government land retirement program without the written consent of the CITY.
- i. TENANT shall not burn any product without the prior written consent of the CITY.
- j. TENANT shall be strictly liable to the CITY from any damages resulting from the application or use by the TENANT of pesticides or agricultural chemicals and also for any other environmental contamination, liquid manure or hazards of any kind arising from the TENANT'S use and occupancy of the premises.
- k. TENANT, his agents and employees will not, on the grounds of race, color, or national origin, discriminate or permit discrimination against any person or group of persons in any manner prohibited by Title IV of the Civil Rights Act of 1964, and Part 21 of the Regulations of the Office of the Secretary of Transportation. TENANT further agrees to comply with any requirement made to enforce the foregoing which may be demanded of the CITY by the United States Government under authority of said Part 21.
- l. TENANT must submit a cropping plan and it shall be submitted annually to the Parks, Recreation, & Cemeteries Supervisor prior to spring planting in March.
- m. TENANT shall not sublease this property without the express written permission of the CITY.

INSPECTION AND IMPROVEMENT

- a. CITY, its agents, employees, representatives and contractors shall have the right to make repairs and improvements to the leased premises at all times, including without limitation thereof, surveys, test borings, installation of drainage tile and ditches and underground and above ground utilities, after giving proper notification to TENANT.
- b. CITY, its agents, employees, representatives and contractors shall have the right to enter the leased premises at all times, after giving proper notification to TENANT.
- c. The rent shall be rebated as to any of the leased crop land rendered unproductive by CITY'S actions.

- d. City will give TENANT thirty (30) days notice before any and all construction is to begin on said leased property and reimburse the tenant for all tenants' cost for planting and the crop value.

OTHER PROVISIONS

- a. TENANT shall hold and maintain a certificate of general liability Insurance for activities conducted on the leased premises in the amount of \$1,000,000 and the TENANT shall name the CITY as an additional insured on said policy. The said certificate shall be on file with the City Clerk's Office.
- b. TENANT shall indemnify, defend, and hold harmless the CITY and its officers, officials, employees and volunteers from and against any and all liability, loss, damage, expense, costs (no limitations) of every nature arising out of TENANT'S use and occupancy of this premises in any fashion.

PENALTY PROVISIONS

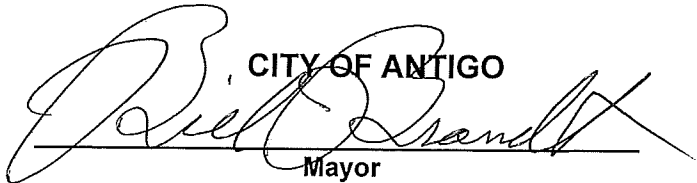
- a. In event that TENANT breaches or fails to fulfill any of the covenants and promises contained herein, TENANT shall forfeit the sum of \$100 per day until tenant ceases breach or failure.
- b. In the event that TENANT breaches or fails to fulfill any of the covenants and promises contained herein, this lease agreement may be terminated at any time at the discretion of the Antigo Common Council.

SENSIBILITY

- a. Any provision of this lease which is deemed to be invalid by any judicial body having authority, however, shall be considered severed or deleted here from. Such determination shall not serve to invalidate the remaining provisions of this lease.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the 21st day of April 2016.

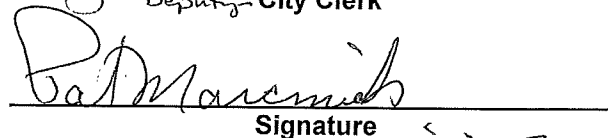
By:


CITY OF ANTIGO
Mayor

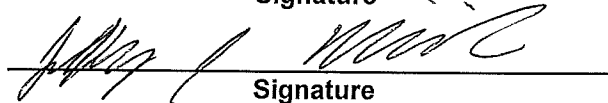
Attest:


Deputy City Clerk

TENANT:


Signature

TENANT:


Signature



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: August 15, 2018
Re: Ordinance for the Establishment of Specific ATV/UTV Routes in the City Allowing Residents to Travel the Most Direct Line to the Established Route Leading to Existing Trails in Langlade County and Surrounding Towns

On July 27, 2016 the Antigo Area ATV/UTV Club initially presented information requesting that the Public Works Committee consider the establishment of 2 north-south street routes (1 on each side of the Highway 45 corridor - see attached map). Since that time the City received concurrence from Langlade County for the utilization of the internal roadway within the fairgrounds as a connector to the north end of the Artic Street route. This connector would not be available for use during the County Fair week or other significant event periods as determined by Langlade County. An alternate connector across Highway 45 at First Avenue would become the designated Highway 45 crossing during such instances. The ATV Club has also presented their request to the Langlade County Highway Committee and some of the adjoining Towns; they will be visiting others as well.

The initial test of the recommended street routes occurred from October 12 thru the 15th of 2017 when some 180 riders from local clubs along with the Kettle Moraine ATV Association were granted access to the designated street routes during their Make-A-Wish Charity Ride. No incidents occurred or were reported; the event was a success raising some \$27,500 for Wisconsin Make-A-Wish including local recipients.

The Antigo Area ATV/UTV Club is requesting that these designated City street routes be adopted by ordinance for direct access from a person's residence for connection to existing ATV/UTV routes within the surrounding Townships and Langlade County. The Antigo Area ATV/UTV Club is responsible for securing necessary permissions from Langlade County/Townships prior to utilizing any roadway under their respective jurisdictions (i.e. along North Avenue from the north fairground gate to Charlotte Street). They would also be responsible for the costs associated with any initial signing requirements; future maintenance and replacement will also be their responsibility.

The proposed ordinance addresses this request and has been developed based on research received from similar communities. Any revisions discussed at this week's FP&L meeting and next week's Public Works meeting will be incorporated for consideration by Council at their September 12th meeting subject to review by Mike Winter's office.

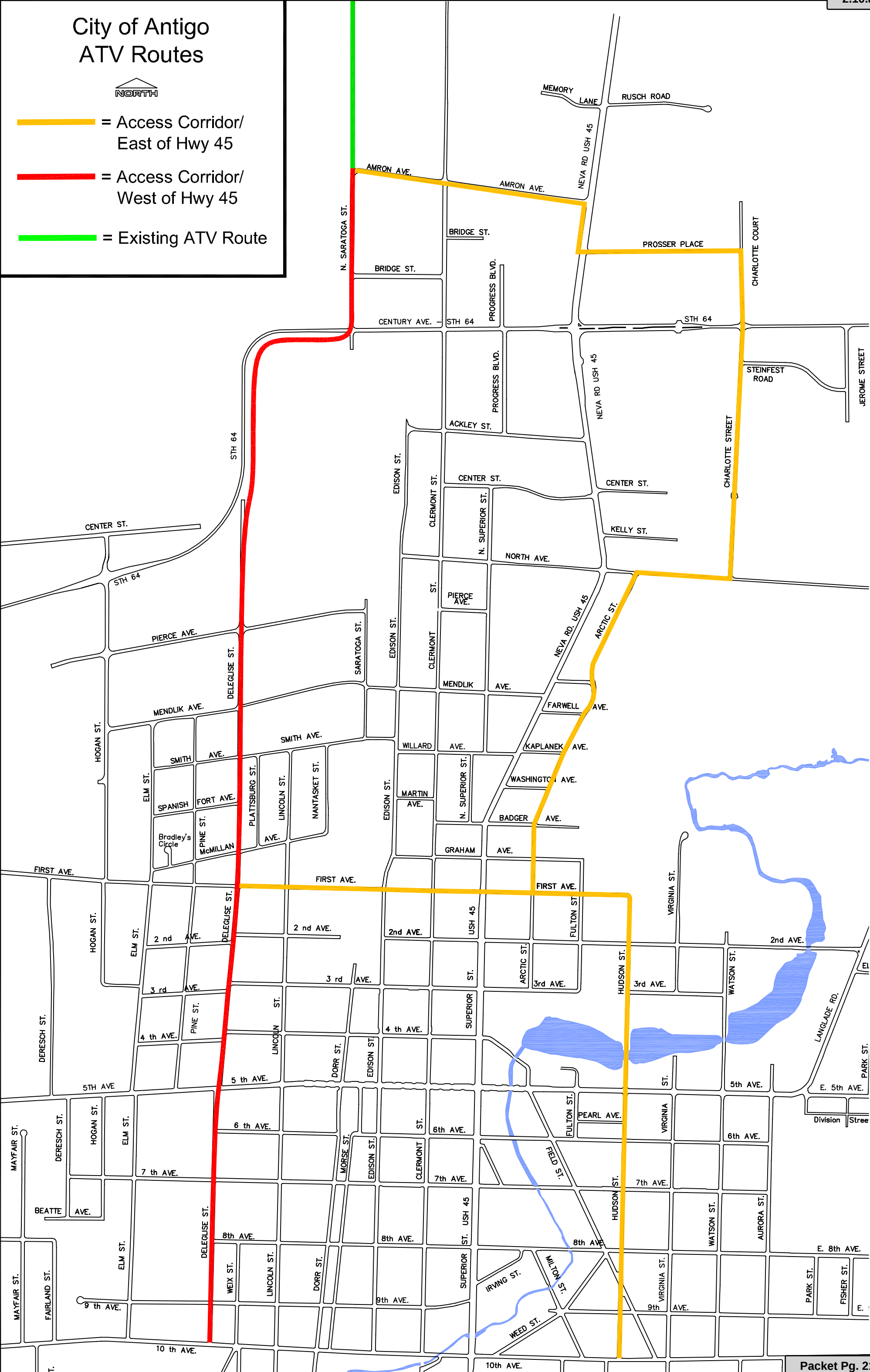
The following items are also attached for your reference:

- Map of proposed street routes for connecting residents to the trail-head
- Map of previously approved street routes for connecting hotels to trail-head
- DRAFT of ordinance revisions to be considered by FP&L Committee
- Historical timeline of ATV/UTV correspondence and actions

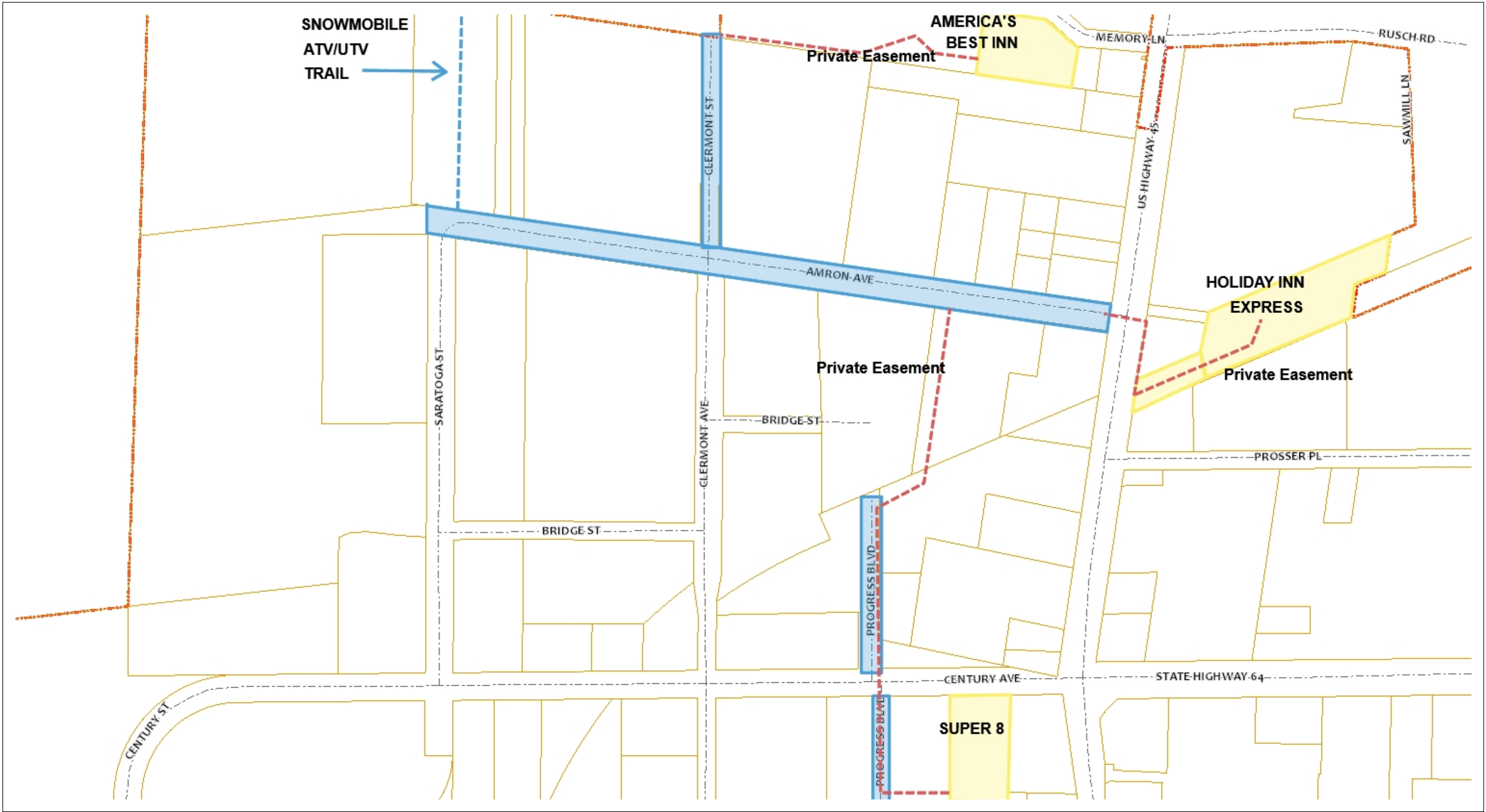
City of Antigo ATV Routes



- = Access Corridor/
East of Hwy 45
- = Access Corridor/
West of Hwy 45
- = Existing ATV Route



Attachment: ATV Trail though the City (2268 : ATV/IUTV Street Route Ordinance - August 2018 FP&L)



City of Antigo GIS



SCALE: 1" = 333'



DISCLAIMER: The City of Antigo does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

Print Date: 5/1/2017

ARTICLE V. – OPERATION OF ALL-TERRAIN VEHICLES AND UTILITY-TERRAIN ~~(ATV/UTV)~~ VEHICLES ^[4]

DIVISION 3. – ALL-TERRAIN VEHICLES AND UTILITY-TERRAIN VEHICLES ACCESS TO ATV/UTV ROUTES

Footnotes:

~~—(4)—~~

Editor's note— Ord. No. 2015-05, §§ 1, 3, adopted Mar. 10, 2015, amended Art. V to read as herein set out. Former Art. V, §§ 36-249—36-253, pertained to all-terrain vehicles and off-road motor vehicle operation, and derived from Code 1993, §§ 10-4-1—10-4-5; and Ord. No. 96-04, adopted Feb. 13, 1996.

State Law reference— All-terrain vehicles, Wis. Stats. § 23.33.

Sec. ~~3638-388249~~. - State all-terrain vehicle and utility-terrain vehicle laws adopted.

Except as otherwise specifically provided in this article, the statutory provisions describing and defining regulations with respect to ~~all-terrain vehicles and utility-terrain vehicles~~ ATV/UTV'S in the following enumerated sections of the state statutes, exclusive of any provisions herein relating to penalties to be imposed and exclusive of any regulations for which the statutory penalty is a forfeiture or term of imprisonment are adopted and by reference made a part of this Code, are hereby adopted by reference and incorporated herein as if fully set forth. Acts required to be performed or prohibited by such statutes are required or prohibited by this article. Any future amendments, revisions or modifications of the statutes incorporated herein by reference are intended to be made part of this Code. The list of statutes includes, but is not limited to, the following: Wis. Stats., Chapter 23.33.

~~(Ord. No. 2015-05, § 1, 3-10-2015)~~

Sec. ~~3638-389250~~. - Applicability of traffic regulations to ~~all-terrain vehicle and utility-terrain vehicle~~ ATV/UTV operation.

No person shall operate an ~~all-terrain vehicle or utility-terrain vehicle~~ ATV/UTV upon any street, highway or alley within the ~~City~~ city in violation of the traffic regulation provisions of Wis. Stats. §§ 346.02(10) and (11), 346.04, 346.06, 346.11, 346.14(1), 346.18—346.21, 346.26, 346.27, 346.33, 346.35, 346.37, 346.39, 346.40, 346.44, 346.46—346.48, 346.50(1)(b), 346.51—346.55, 346.87—346.91, 346.92(1) and 346.94(1), and (9).

~~(Ord. No. 2015-05, § 1, 3-10-2015)~~

Sec. ~~3638-390251~~. - [Intent.]

The intent of this article is to provide a means for persons to travel from a residence and/or lodging establishment within the limits of the City of ~~Antigo~~ Merrill for the shortest distance necessary for a person to operate an ~~all-terrain vehicle or utility-terrain vehicle~~ ATV/UTV to the ~~all-terrain vehicle or utility-terrain vehicle~~ ATV/UTV route or trail that is closest to that residence or lodging establishment.

- (a) Such travel shall be allowed only when the connecting ~~Lincoln~~ Langlade County ~~all-terrain vehicle and utility-terrain vehicle~~ ATV/UTV trails are open and operational.
- (b) Routes may be closed at any time, by order of the ~~e~~Chief of ~~p~~Police.
- (c) The city shall, from time to time, designate ~~a route~~ Routes within the city limits, maps of which shall be kept on file with the office of the ~~city clerk~~ Clerk-Treasurer/Finance Director and the

~~Merrill~~Antigo Police Department. That map delineates allowed routes of travel for ~~ATV/UTV's~~
~~all-terrain vehicles or utility-terrain vehicles.~~

~~(Ord. No. 2015-05, § 1, 3-10-2015)~~

Sec. ~~3638-391252~~. - Conditions for operation.

- (a) **Speed.** ~~No person shall operate an all-terrain vehicle or utility-terrain vehicle within city limits at a speed in excess of 15 miles per hour. An ATV/UTV operated on a portion of any City Street, pursuant to this division, shall observe roadway speed limits.~~
- (b) **Place of travel.** Shall operate on the far right portion of the highway or shoulder and shall not in the roadway/traffic lane, and travel with the flow of traffic.
- (c) **Single-file operation.** ~~All-terrain vehicles and utility-terrain vehicles~~ATV/UTV's shall be operated in single file and as far to the right portion of the street as possible.
- (d) **Safety.** Headlights and tail lamps shall be on at all times during operations.
- (e) **Traffic & Pedestrians.** ~~All-terrain vehicle and utility-terrain vehicle~~ATV/UTV operators shall yield the right-of-way to other vehicular traffic and pedestrians.
- (f) **Sidewalk operation prohibited.** No person shall operate an ~~all-terrain vehicle or utility-terrain vehicle~~ATV/UTV on any sidewalk or pedestrian way within the city.
- (g) **Street crossings.** No operator of an ~~all-terrain vehicle or utility-terrain vehicle~~ATV/UTV shall cross any street, except at its intersection and then only at right angles to the street crossed.
- (h) **Use of trailers or sleds.** No person shall operate an ~~all-terrain vehicle or utility-terrain vehicle~~ATV/UTV upon any street within the city with any person, trailer or sled attached or trailing said vehicle, unless it is designed for such activities. Anyone operating such conveyance in an unsafe or reckless manner shall be deemed in violation of this section.
- (i) **Operation in parks.** No person shall drive an ~~all-terrain vehicle or utility-terrain vehicle~~ATV/UTV in any park within the city.
- (j) **Permission of property owner required.** No person shall operate an ~~all-terrain vehicle or utility-terrain vehicle~~ATV/UTV on any private property not owned or controlled by ~~him~~them within the ~~city~~City without the express consent or permission of the owner.
- (k) ~~All-terrain vehicle or utility-terrain vehicle~~ATV/UTV's crossing a bridge shall:
 - (1) Cross the bridge in the most direct manner practicable and at a place where no obstruction prevents a quick and safe crossing.
 - (2) Stay as far to the right of the roadway or shoulder as practicable.
 - (3) Stop the vehicle prior to crossing.
 - (4) Yield the right-of-way to other vehicles, pedestrians, and electric personal assistive mobility devices using the roadway or shoulder.
 - (5) Exit the highway as quickly and safely as practicable after crossing the bridge.

~~All-terrain vehicles or utility-terrain vehicles~~ATV/UTV's violating any of the above conditions would be subject to the underlying violation of operating on the roadway.

~~(Ord. No. 2015-05, § 1, 3-10-2015)~~

Sec. ~~3638-392253~~. - Unattended vehicles.

No person shall leave or allow an ~~all-terrain vehicle or utility-terrain vehicle~~ ATV/UTV owned or operated by ~~him~~them to remain unattended on any public highway or public property while the motor is running or with the starting key left in the ignition.

~~(Ord. No. 2015-05, § 1, 3-10-2015)~~

Sec. ~~3638-3932~~54. - Prohibited routes for all-terrain or utility-terrain vehicle travel.

- Highway 64 ~~(aka: Century Ave.) and Highway 45 (aka: Superior Street, South Superior Street and Neva Road)~~
- ~~Highway K/Center Avenue from O'Day Street North to East Sixth Street~~5th Avenue & CTH F
- ~~Highway 107/Grand Avenue~~Langlade Road

~~(Ord. No. 2015-05, § 1, 3-10-2015; Ord. No. 2016-09, § 1, 7-12-2016)~~

Sec. ~~3638-3942~~55. - Enforcement and procedure.

- (a) *Uniform citation for highway violations.* The uniform traffic citation promulgated under Wis. Stats. § 345.11, shall be used for violations of this chapter relating to highway use, except as herein provided.
- (b) *Other violations.* All violations of this chapter not described in subsections (a) or (b) of this section shall be enforced in accordance with Wis. Stats. §§ 66.0111 and 66.0114. Stipulations of guilt or no contest may be made as provided in Wis. Stats. § 66.0114(1)(b), in substantially the form provided in the uniform traffic citation within five days of the date of the citation for such violation. Bail deposits may also be made under Wis. Stats. § 66.0111.
- (c) *Forfeited penalties and deposits.* Except as otherwise provided in Wis. Stats. § 345.26, and the deposit schedule adopted by the state board of circuit court judges thereunder, required penalties and deposits or bail, not including costs or fees for violation of this chapter, shall be as established by the schedule adopted by the common council.

~~(Ord. No. 2015-05, § 1, 3-10-2015)~~

Secs. ~~3638-3952~~56—~~3638-4002~~84. - Reserved.

CITY OF ANTIGO

HISTORY of ATV/UTV DISCUSSIONS for use on CITY STREETS

- **12/12/2001** Council takes action (Resolution 132-01) on recommendation from Public Works to prevent use of vehicular traffic over the bridge and former railroad grade while allowing use by snowmobiles and ATV's
- **6/25/2003** Hotel/Motel Committee looks to advance the interest of ATV use
- **4/9/2004 & 9/21/04** Both Hotel Motel & Public Works discuss consideration of the landfill property for a number of specialized uses including ATV's
- **2/16/2005** FP&L refer matter to City Attorney for consideration of a draft ordinance allowing ATV use on City streets similar to how snowmobiles are used
- **3/1/2005** Letter from City Attorney to FP&L Committee regarding possible Ordinance for ATV use of City streets
- **3/16, 4/28 & 5/18/2005** Various discussions regarding ATV use on City streets with subject being held in Committee. Discussion included the creation of an AdHoc Committee being formed for this issue.
- **8/11 & 9/22/2005** AdHoc Committee meeting held and discussed various issues
- **11/8/2005** AdHoc Committee passed motion to allow access of ATV's from residences to snowmobile trails during the winter months
- **11/14/2005** FP&L passes motion to refer AdHoc recommendation to Council subject to review by City Attorney
- **11/28/2005** Public Works passes a companion motion to that of FP&L
- **12/14/2005** Ordinance 1144B adopted allowing for use of ATV's on City Streets in the same manner as snowmobiles but only during the same timeframes that the snowmobile trails are opened for public use
- **9/5/2006** Letter from City Attorney referencing a WDNR letter requiring appropriate signing on every City Street if all roads were to be open for ATV use

- **10/20 & 11/13/2006** FP&L & PRC Committees discuss leaving Ordinance 1144B as-is in regards to ATV use of streets during snowmobile season
- **6/8/2012** PRC Committee discusses the need to develop a connection of the County ATV trail system to the City
- **5/27/2014** PW Committee makes motion to allow use of the former railroad grade by Antigo Area ATV/UTV Club under an agreement with the City
- **6/11/2014** Resolution 073-14 City of Antigo and the Antigo Area ATV/UTV Club enter into a maintenance agreement for the use of the former railroad grade from the intersection of Saratoga Street/Amron Avenue north to County Highway "N"
- **7/9/2014** Resolution 081-14 passed by Council authorizes the use of several streets for access from area hotels to the trail head located at the intersection of Saratoga Street/Amron Avenue
 - Progress Boulevard from 700' south of Highway 64 to its northern limits
 - Clermont Street from the north City limits south to Amron Avenue
 - Amron Avenue from Saratoga Street east to Highway 45
- **7/27/16** The Antigo Area ATV/UTV Club President & Vice President addressed the Public Works Committee regarding the Club's desire to have 2 north-south routes (1 each side of Highway 45) to accommodate residents leaving their homes and taking the most direct means to 1 of the 2 routes in order to access the new trail head located at the Amron/Saratoga Street intersection.
- **8/23/17** Request to Public Works Committee by Antigo Area ATV/UTV Club to utilize 2 designated corridors (1 each side of Highway 45) for the dates of October 12th to the 15th as part of the Make-A-Wish Charity Ride in conjunction with Kettle Moraine ATV Association.
- **9/13/17** Council Resolution 89-17 in support of 8/23/17 request for corridor use
- **May 2018** Ordinance and route selection consideration placed on hold to allow for discussions regarding a possible southern route out of the City of Antigo to the Polar area. Discussions with Langlade County and Town of Antigo resulted in confirmation of a desired northern connection departing from the City of Antigo to attain links to Parrish Highlands, Crocker Hills and Augustyn Springs.

