



CITY OF ANTIGO

FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE MEETING

COUNCIL CHAMBERS

Wednesday, September 14, 2022

CITY HALL, 700 EDISON STREET

5:30 PM

Call to Order

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

1. Consider the Ratification of the Recently Negotiated 2023-2025 Collective Bargaining Agreement between the City of Antigo and the Labor Association of Wisconsin for and on Behalf of the Antigo Professional Police Officer's Association
2. Professional Services Agreement with Strand Associates for Design, Bidding and Construction Services Related to the Rehabilitation of the Existing Potable Water Supply System at the Wastewater Treatment Plant
3. Waiver of Event Fee and Insurance Requirement for AVAIL Fundraiser Event at Peaceful Valley Park that was held on September 3, 2022
4. Waiver of Event Permit Fee & Insurance for Antigo First's Party on the Ave on Sept 24, 2022
5. Waiver of Permit Fees & Insurance Requirements for the Langlade County Historical Society/Antigo Community Theater's Cemetery Walks Sept 17 & 18, 2022

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 Cheryl Barta, 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: September 09, 2022

BILL BRANDT



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: September 14, 2022
Re: Consider the Ratification of the Recently Negotiated 2023-2025 Collective Bargaining Agreement between the City of Antigo and the Labor Association of Wisconsin for and on Behalf of the Antigo Professional Police Officer's Association

Negotiations with the Antigo Professional Police Officers Association, Local 236, took place on Tuesday, August 9, 2022. Language summarizing the Tentative Agreement reached between the negotiating teams is included in your agenda packets. A ratification vote by the Professional Police Officer's Association is to occur prior to the date of this Special Finance, Personnel and Legislative (FP&L) Committee meeting. If both the bargaining unit and FP&L Committee vote to advance the proposed 2023-2025 Collective Bargaining Agreement, full Council will consider a ratification Resolution at their regularly scheduled meeting at 6:00 p.m.

ARTICLE I – RECOGNITION

Section 1.01: This Agreement is made on the date hereinafter stated by and between the City of Antigo, Wisconsin, hereinafter referred to as “City” or “Employer”, and the Antigo Professional Police Officer’s Association, hereinafter referred to as the “Association”. The City recognizes the Association as the sole and exclusive bargaining agent for the Detective Sergeant, all full-time Sergeants, full-time School Liaison Officer, and full-time Patrolmen in the Police Department for the purpose of engaging in conferences and negotiations establishing wages, hours, and conditions of employment. Expressly excluded from the bargaining unit are the Director of Public Safety/ Police Chief, Captain, unsworn personnel and confidential employees.

ARTICLE II – MANAGEMENT RIGHTS

Section 2.01: The City possesses the sole right to operate City government and all management rights repose in it, subject only to the provisions of this contract and applicable law. These rights include, but are not limited to the following:

- A. To direct all operations of City government;
- B. To establish reasonable work rules and schedules of work;
- C. To hire, promote, transfer, schedule and assign employees to any Police Department positions within the City;
- D. To discipline, layoff, and reemploy employees in accordance with Section 62.13, Wis. Stats., as pertains to Police Departments;
- E. To maintain efficiency of City government operations;
- F. To take whatever action is necessary to comply with State or Federal law;
- G. To introduce new or improved methods or facilities;
- H. To determine the kinds and amounts of services to be performed as pertains to City government operations and the number and kinds of positions and job classifications to perform such services;
- I. To contract out for goods or services;

J. To determine the methods, means, and personnel by which city operations are to be conducted; and

K. To take whatever action is necessary to carry out the functions of City government in situations of emergency.

Section 2.02: The Association and the Employees agree that they will not attempt to abridge these management rights and the City agrees it will not use these management rights to interfere with rights established under this Agreement. Nothing in this Agreement shall be construed as imposing an obligation upon the City to consult or negotiate with the Association concerning the above areas of discretion and policy.

ARTICLE III – PROBATIONARY PERIOD

Section 3.01 - Probationary Employees: New employees shall be classified as probationary employees and shall have no seniority until such time as they have successfully completed one (1) year of continuous employment with the City as a represented employee of the Police Department. At the sole discretion of the City, this period may be extended not more than three (3) months or until the required recruit training has been satisfactorily completed. During the probationary period, the employee shall be subject to dismissal without recourse to the grievance procedure for any reason which is not arbitrary or capricious.

Section 3.02 - Trial Period in New Position: Employees promoted to a higher classification shall be subject to a six (6) month probationary period. During this probationary period, the employee may be reduced to his or her prior rank at the discretion of the Director of Public Safety/ Police Chief. An employee promoted to a higher classification may also elect to revert to his or her prior rank or position without prejudice. Other employees affected by the above shall also be reduced or shifted to their previous positions.

ARTICLE IV – ASSOCIATION ACTIVITY

Section 4.01 – Association Business: Association business, where possible, shall be transacted outside the normal working hours. All employees, when acting in an official capacity

for the Association, shall keep time records when this activity occurs during working hours and shall furnish the department head with a monthly summary of said time records. Association officers shall not be precluded from the proper conduct of the grievance procedure in accordance with the terms of this Agreement. The department head reserves the right to designate where meetings on grievances shall occur and reserves the right to restrict such meetings from any and all work areas on city property. Any such meetings shall not seriously interrupt the normal efficient operation of the Department or the City. The bargaining committee of the Association shall be limited to three (3) employees and/or counsel.

Section 4.02 – Bulletin Board: A bulletin board will be provided by the City for notices of Association business, job vacancies, or social events. All postings/notices shall be dated and initialed by the person placing the document(s) onto the bulletin board. The Association, upon notice from the City, shall promptly remove from such bulletin boards any material which is libelous, political, or controversial in matter, or in any way detrimental to the labor-management relationship. The City retains ownership of the bulletin board, and in the event the Association fails to remove materials in violation of this Article, the City reserves the right to remove such bulletin board.

Section 4.03 – Association Officials: The Association agrees to provide written notification to the department head with copies to the chairman of the Personnel Committee within seven (7) days following election or selection of officials, including officials assigned to handle various aspects of the grievance procedure. The City agrees to advise the Association of the proper City officials assigned to handle personnel matters involving the Association.

ARTICLE V – NO STRIKE AGREEMENT

Section 5.01 – Strike Prohibited: Neither the Association nor any of its officers, agents or employees will instigate, promote, encourage, sponsor, engage in or condone any strike, picketing, slowdown, concerted work stoppage, sympathy strike, or any other intentional interruption of work during the term of this Agreement.

Section 5.02 – Association Action: Upon notification by the City to the Association that certain of its members are engaged in a violation of this provision, the Association shall immediately in writing order such members to return to work, provide the City with a copy of such an order, and a responsible official of the Association shall publicly order them to return to work. In the event that a strike or other violation not authorized by the Association occurs, the Association agrees to take all reasonable effective and affirmative action to secure the members' return to work as promptly as possible. Failure of the Association to issue the orders and take the action required herein shall be considered in determining whether or not the Association caused or authorized the strike.

Section 5.03 – Penalties: Any or all of the employees who violated any of the provisions of this section may be discharged or disciplined by the City, including loss of compensation, vacation benefits and holiday pay. In any arbitration proceeding involving breach of these provisions, the sole question for the arbitrator to determine is whether the employee engaged in the prohibited activity.

If the Association has either directly or indirectly authorized or sanctioned any strike, acts of work stoppage, slowdown or other breach of these provisions, the Association shall be liable to the City for liquidated damages in the amount of twenty-five dollars (\$25.00) per day for each employee who refused to perform his/her regular duties. If other employees are made idle as a result of such prohibited action, the Association shall be liable to the City for liquidated damages in the amount of fifty dollars (\$50.00) per day for each day of the strike.

The City and the Association agree that the City, at its election, may seek payment of any liquidated damages owed under the provision other in state suit proceedings or through the arbitration procedure set forth herein. In addition to penalties provided herein, the City may enforce any other legal rights and remedies to which by law it is entitled.

ARTICLE VI – TRAINING

Section 6.01 – Training: The City agrees that it will assume prime responsibility for training employees under the guidelines of qualified personnel in the work in which they are

assigned. Each employee assumes full responsibility for learning and knowing the material presented in training sessions and further agrees to maintain a level of professional competence and reasonable physical and mental fitness necessary to perform work assigned.

Section 6.02 – Cooperation: The Association agrees to cooperate fully with the City in studying and investigating the feasibility of cross-training Association members in firefighting work. The Association will not oppose or discourage any individual Association members for volunteering for cross-training in firefighting or Emergency Medical Technician (EMT) work. Any cross-training shall be limited to firefighting or EMT work and shall be on a voluntary basis only. The Employer agrees to open negotiations on the wages for cross-trained personnel upon implementation of the decision to cross-train such personnel.

ARTICLE VII – GRIEVANCE PROCEDURE

Section 7.01 – Definition of a Grievance: A grievance shall mean any controversy which exists as a result of any unsatisfactory adjustment or failure to adjust a claim or dispute of any employee or group of employees or the association regarding wages, hours and conditions of employment. A grievance shall not include any matters, which are disciplinary in nature. Disciplinary matters shall be processed in accordance with the applicable State Statutes and not under this grievance procedure. The grievance procedure shall not be used to change existing wage schedules, hours of work, working conditions, or fringe benefits listed in this agreement.

Section 7.02 – Time Limitations: If it is impossible to comply with the time limits specified in the procedure because of work schedules, illness, vacations, etc., these limits may be extended upon mutual consent in writing.

Section 7.03 – Settlement of Grievance: Any grievance shall be considered settled at the completion of any step in the procedure, if all parties are mutually satisfied. Dissatisfaction is implied in recourse from one step to the next.

Section 7.04 – Subject Matter: Only one subject matter shall be covered in any grievance. A written grievance shall contain a clear and concise statement of the grievance, the signature of the grievant or his/her representative if the grievant is unavailable, indicate the issue involved,

the relief sought, the date the incident or violation took place, and the section of the Agreement which has been alleged to have been violated.

Section 7.05 – Names of Bargaining Unit Officials: The bargaining unit shall provide the ~~Director of Public Safety/~~ Police Chief with a list of the bargaining unit officers and officials assigned to various aspects of the grievance process. This list shall be provided no later than ten (10) days after the bargaining unit has held its election of officers.

Section 7.06 – Forms: The grievance forms will be provided by the City.

Section 7.07 – Motion Limit: During all steps of the grievance procedure and all bargaining unit business, bargaining unit officials shall maintain records of their on-duty time and provide them to the ~~Director of Public Safety/~~ Police Chief within ten (10) days following the close of each month. Such records shall indicate the total time expended, location and employee. Permission must be received from the Director of Public Safety/Chief or Captain before a bargaining unit official or member may leave his/her work to conduct bargaining unit business.

Section 7.08 – Place of Hearing: Although the City consents to provide facilities for any grievance meetings, such meetings, where possible, shall be held outside the normal work day.

Section 7.09 – Procedure: All grievances shall be processed in the following manner.

Step 1: The grievant, alone or with an association representative, shall prepare a written grievance and present it to the ~~Director of Public Safety/~~ Police Chief no later than ten (10) calendar days after the grievant knew, or should have known, of the cause of such grievance. In the event of a grievance, the employee shall perform his/her assigned work tasks and grieve his/her complaint later. The ~~Director of Public Safety/~~ Police Chief shall confer with the grievant who may elect to bring the Association representative with him/her within ten (10) calendar days of receiving the grievance. Following said conference, the ~~Director of Public Safety/~~ Police Chief shall, within ten (10) calendar days, inform the employee and the association representative, in writing, of his/her decision.

Step 2: If the grievance is not settled at Step 1, the grievant shall, within ten (10) calendar days of the answer at Step 1 or within (10) calendar days of the date the response in Step 1 was due, submit the grievance to the Director of Administrative Services. The Director

of Administrative Services shall meet with the grievant who may elect to bring along the Association representative at a mutually agreeable time and discuss the grievance with the grievant within (10) calendar days of the Director of Administrative Services receiving the grievance. Following said conference, the Director of Administrative Services shall provide a response in writing to the grievant and association representative within ten (10) calendar days of the conference.

Step 3: If the grievance is not settled at Step 2, the grievant shall, within ten (10) calendar days of the answer at Step 2 or within (10) calendar days of the date the response in Step 2 was due, submit the grievance to the Finance, Personnel & Legislative Committee. The Finance, Personnel & Legislative Committee shall meet with the grievant who may elect to bring along the Association representative at a mutually agreeable time and discuss the grievance with the grievant within (10) calendar days of the Finance, Personnel & Legislative Committee receiving the grievance, if possible, but not more than thirty (30) calendar days. Following said conference, the Finance, Personnel & Legislative Committee shall respond in writing to the employee within ten (10) calendar days of the conference.

ARTICLE VIII – ARBITRATION PROCEDURE

Section 8.01 – Time Limit: If a satisfactory settlement is not reached in Step 3, the Association must notify the Finance, Personnel & Legislative Committee in writing, within ten (10) calendar days that they intend to process the grievance to arbitration.

Section 8.02 – Arbitrator: Any grievance, which cannot be settled through the above procedure, may be submitted to an Arbitrator to be selected as follows: The parties shall within five (5) working days of the Step 3 answer attempt to mutually agree on an arbitrator. If no agreement is made, the parties shall request the Wisconsin Employment Relations Commission to provide a list of five (5) names to serve as arbitrator. Each party shall alternately strike names from the list. The Association agrees to “strike” the first name for the initial arbitration case subsequent to the adoption of this language (effective as of 1/1/17) and the parties shall

1 alternate this “first-strike” privilege for any subsequent arbitration cases. Said request shall be
 2 submitted within fifteen (15) working days from the written decision of the Finance, Personnel
 3 & Legislative Committee.

4 **Section 8.03 – Arbitration Hearing:** The Arbitrator appointed shall meet with the parties
 5 at a mutually agreeable date to review the evidence and hear testimony relating to the grievance.
 6 Upon completion of this review and hearing, the Arbitrator shall render a written decision to
 7 both the City and the Association, which shall be binding upon both parties. In the event that
 8 arbitration is an issue, the Arbitrator shall first decide the issue of arbitration before conducting
 9 a hearing on the merits of the dispute.

10 **Section 8.04 – Costs:** Both parties shall share equally the costs and expenses of the
 11 arbitration proceedings, including transcript fees and fees of the Arbitrator. Each party, however,
 12 shall bear its own costs for witnesses and all other out-of-pocket expenses including possible
 13 attorney’s fees. Testimony or other participation of employees shall not be paid by the City. The
 14 arbitration hearing shall be conducted at a mutually agreeable location.

15 **Section 8.05 – Transcript:** There shall be a transcript prepared for each arbitration
 16 hearing, unless both parties agree to waive a transcript.

17 **Section 8.06 – Decision of the Arbitrator:** The decision of the Arbitrator shall be limited
 18 to the subject matter of the grievance and shall be restricted solely to interpretation of the
 19 contract in the area where the alleged breach occurred. The arbitrator shall not modify, add to
 20 or delete from the express terms of the Agreement.

21 **Section 8.07 – Past Grievances:** Past grievances may not be filed under the provisions of
 22 this procedure and all grievances filed which bear a filing date, which precedes or is the same as
 23 the expiration date of this Agreement must be processed to conclusion under the terms of this
 24 procedure.

25 **ARTICLE IX – HOURS OF WORK**

26 **Section 9.01:** The normal scheduled work day shall be eight (8) hours. The normal
 27 scheduled work week shall be prepared by the department head and posted in advance and shall
 28

1 consist of nine (9) days; six (6) days of work, and three (3) days off. All employees shall receive
2 one-half (1/2) hour for lunch.

3 **Section 9.02:** In order to achieve a work year of an average of 1,950 hours, regular full-
4 time employees assigned by management to work a schedule other than the normal work week
5 shall receive one (1) Kelly Day a month, if working at least eight (8) hours a month more than the
6 normal work schedule, to be determined pursuant to the policy now in effect within the
7 department. In addition, they shall receive the number of hours, not granted through Kelly days,
8 necessary to achieve a 1,950-hour work year in non-accumulative paid time off.

10 **ARTICLE X – PAY PERIOD**

11 **Section 10.01:** Employees in the bargaining unit shall be paid every other Friday. The
12 present practice of paydays shall be continued until such time as the City determines that a
13 change is necessary. In such case, advance notice will be given to the members of the bargaining
14 unit before the change is effective.

16 **ARTICLE XI – OVERTIME**

17 **Section 11.01 - Overtime:** Overtime at the rate of time and one-half (1-1/2) shall be paid
18 for all hours worked in excess of the normal work schedule. The hourly rate shall be determined
19 by dividing the annual wage by 1,950.

20 **Section 11.02 – Shift Differential:** Employees shall be paid a shift differential of forty
21 cents (\$0.40) per hour for work performed on the second shift and forty-five (\$0.45) per hour for
22 work performed on the third shift. For purposes of this article, the second shift is normally
23 scheduled from 2:30 p.m. to 10:30 p.m. and the third shift is normally scheduled from 10:30 p.m.
24 to 6:30 a.m. Anyone working a shift shall be eligible for appropriate shift differential payment
25 regardless of whether said shift is his/her normal shift.

26 **Section 11.03 – Call-In:** Employees called in for duty which is not an extension of the
27 employee's normal shift, or employees required to appear in court on off days, shall receive a
28 minimum of two (2) hours pay at time and one-half (1-1/2).

Section 11.04 – Compensatory Time: Designated training sessions outside of the normal work schedule shall be compensated in compensatory time off at the rate of time and one-half (1-1/2). Hours assigned as overtime may be compensated in compensatory time off at a rate of time and one-half (1-1/2). Employees with an accumulated balance of compensatory time greater than or equal to forty (40) hours shall have the option to be paid for authorized training or overtime assignments at the rate of time and one-half (1-1/2) or be compensated in compensatory time off at the rate of time and one-half (1-1/2) to a maximum of eighty (80) hours. Employees with an accumulated balance of compensatory time greater than or equal to eighty (80) hours shall be paid for authorized training or overtime assignments at the rate of time and one-half (1-1/2). Employees with a balance of less than forty (40) hours compensatory time will be reimbursed with compensatory time at the rate of time and one-half (1-1/2). Employees shall be permitted to utilize compensatory time as authorized by the Director of Public Safety.

Section 11.05 – Field Training Officer (FTO) Incentive Compensation: Officers designated, and trained, as FTO's by management shall receive seventy-five cents (\$0.75) per hour in addition when working as an FTO and one (1) hour of FTO Compensatory Time per full eight (8) hours the FTO is assigned to a Probationary Officer for training purposes. An FTO shall not receive FTO Compensatory Time if they are not engaged in training the full eight (8) hours, nor shall they receive additional FTO Compensatory Time for hours worked in excess of the scheduled shift. Officers that are not designated FTO's shall not be eligible for FTO Compensatory Time under this section. ~~FTO Compensatory Time shall be accumulated separately from Compensatory Time accrued under Section 11.04 and shall hold no value for the purpose of cash consideration. FTO Compensatory time must be used ninety (90) days following the final day of training for the assigned Step. The ninety (90) day period may be extended at the Director of Public Safety/Chief's discretion. In event the FTO is required to train successive Probationary Officers or is required to train Step 3 and Step 4 (Shadow Phase), the ninety (90) day period will not begin until the FTO has completed the last day of training and has returned to solo patrol.~~

ARTICLE XII – PAY MATRIX ADMINISTRATION

Section 12.01: ~~The parties recognize that the longevity pay schedule as included in the Labor Agreements existing prior to 1997 was deleted as part of the 1997 negotiations and has been incorporated within the Pay Matrix (Attached Schedule A).~~ All seniority with the Pay Matrix will be computed from the most recent promotion to the rank held. If an officer voluntarily relinquishes a higher rank to assume a lower rank, or is reduced in rank during a probationary period, that seniority, as well as all previous seniority earned in the rank transferred to, shall be considered within the Pay Matrix.

The Police School Liaison Officer will retain rank and seniority during his/her appointment. An officer will be allowed to consider seniority earned at the rank of School Liaison Officer or higher when appointed to the Liaison Officer's position.

Future adjustments in the Pay Matrix as approved by the Employer and the Association will be rounded to the nearest whole dollar amount.

Annual across-the-board increases for future contract years will be added to each step of the Pay Matrix.

ARTICLE XIII – SENIORITY RIGHTS

Section 13.01 – Definition: Seniority shall commence upon the date of ~~last~~ hire as a represented employee, subject to the provisions of Article III hereof, and shall be based upon the length of continuous uninterrupted service for which payment has been received by the employee while in the department.

Section 13.02 – Termination of Seniority: Seniority shall be deemed to have been terminated when:

- a. An employee who is able to work fails to do so for three (3) days or more unless due to circumstances beyond his/her control or on authorized leave;
- b. A laid off employee fails to notify the Employer of his/her intention of reporting for work within three (3) days of being notified to do so or fails to report for work within one (1) week of receipt of notification;

- c. An employee states that he/she is quitting and actually leaves the job;
- d. An employee is not employed for two (2) years after having been laid off;
- e. An employee is discharged;
- f. An employee, on leave of absence for personal or health reasons, accepts other employment without permission from the Employer;
- g. An employee retires.

Section 13.03 – Seniority List: The Employer shall keep a current seniority list of all employees. This list shall be kept up to date by the Employer and shall be on file in the Employer's office. It shall be available for inspection.

ARTICLE XIV – HEALTH CARE BENEFITS

Section 14.01 – Group Coverage:

- a. The City retains the right to decide whether to offer a healthcare plan and to determine the selection and design of the plan. If the City decides to offer a healthcare plan, the regular full-time employees participating in the plan shall pay ten percent (10%) of the premium, administrative, and stop loss fees for the plan.~~agrees to pay ninety percent (90%) of the cost of the group hospital and medical insurance program for those employees participating in the program after they have completed ninety (90) days of full-time work. As long as the City continues with the self-insured health insurance plan design (as of April 30, 2018), the Employees agree to pay 10% of the Stop Loss and Administrative Fee coverage. If the City makes the decision to switch to a different plan, the Employees payment would revert back to a Premium only payment (meaning the Association and City would only revert back from this additional premium contribution if the City changes the deductibles and co-insurance of the self-insured health insurance plan).~~

Section 14.02 – Waiver: ~~No employee shall make any claim against the City for additional compensation in lieu of or in addition to his/her cost of coverage because he or she does not qualify for the family plan.~~

~~**Section 14.03 – Probationary Employees:** Medical insurance shall be provided to all full-time employees when they are eligible to participate as determined by the insurance carrier. During the first ninety (90) days of employment the employee shall pay the total cost of the premium of the group hospital and medical insurance program.~~

~~**Section 14.04 – Retirement:** Upon retirement, after having completed more than fifteen (15) years of service in the City any full-time employee will be allowed to continue to participate in the group hospital and medical insurance program until he/she is age sixty-five (65). Retired employees shall pay the full premiums including the portion normally contributed by the City.~~

Section 14.02 – Vision Insurance: The Employer agrees to provide single or family plan vision insurance to all full-time employees covered under this Agreement through the vision plan offered by the Labor Association of Wisconsin, Inc. The employer shall pay 80% of the plan premium and the employee shall pay 20%.

ARTICLE XV – SICK LEAVE

Section 15.01: Each full-time employee shall earn one (1) day (8 hours) of sick leave each month and all unused sick leave shall be accumulative to a maximum of one hundred twenty-five (125) days (1,000 hours). Sick leave used shall be subtracted as used.

Probationary employees shall be allowed to accrue and use sick leave based on date of hire. ~~shall not be allowed sick leave during their probationary period, but upon the completion of six (6) months of the probationary period, the employee shall be credited with six (6) days of accumulated sick leave.~~

Employees who are absent from work for 3 or more consecutive days may be required to submit a physician's certificate to the ~~Director of Public Safety/Police~~ Chief specifying their illness or fitness to return to work.

Section 15.02 – Sick Leave Payout: In the event of death of an employee while still employed by the City, all unused accumulated sick leave remaining in his/her account shall be converted to cash at the hourly rate then in effect and paid to the employee's spouse or if none to the surviving children or estate. When a full-time employee is forced to retire due to a job-

1 related disability, he/she shall be paid an amount equal to one hundred percent (100%) of all
 2 unused accumulated sick leave remaining in his/her account. When a full-time employee with
 3 fifteen (15) or more years of service retires with a required 30 calendar day notice, they shall be
 4 paid an amount equal to fifty percent (50%) of all unused accumulated sick leave remaining in
 5 his/her account, ~~or, the employee may convert seventy five percent (75%) of the cash value of~~
 6 ~~accumulated sick leave to apply to his/her monthly City health insurance premium until the value~~
 7 ~~has been extinguished. If the City of Racine case gets overturned language removed from Article~~
 8 ~~15.02 during negotiations for a successor Agreement shall be placed back into the contract. . The~~
 9 ~~parties agree that if the decisions of the Wisconsin Employment Relations Commission in City of~~
 10 ~~Racine, Dec. 39446 and 39447 are both overturned in total by the courts and are not appealed,~~
 11 ~~then the language removed from Article 15.02 for this Agreement shall be placed back into the~~
 12 ~~successor collective bargaining agreement unless otherwise agreed to by the parties or unless~~
 13 ~~another decision of the WERC or the courts demonstrates such language constitutes a prohibited~~
 14 ~~subject of bargaining. The parties agree to follow these City of Racine WERC decisions during any~~
 15 ~~appeals processes of those decisions, regardless of the decisions of the lower courts until such~~
 16 ~~time as all appeals end.~~

17 Note: The cash value shall apply to one hundred percent (100%) of premium until exhausted.

18 **Section 15.03 – Funeral Leave:** In the event of serious illness requiring hospitalization or
 19 death in an employee's immediate family, absence up to and including three (3) days sick leave
 20 will be allowed without loss of pay with approval of the Director of Public Safety/Chief.
 21 Immediate family shall include spouse, children, mother or father, sister, brother, father-in-law,
 22 mother-in-law, brother-in-law, sister-in-law, grandfather, grandmother, step-mother, step-
 23 father, or any relative living in the same house. In the event of the death of an uncle or aunt ~~or~~
 24 ~~niece or nephew under eighteen (18) years old~~ of the employee, absence up to one (1) day of
 25 sick leave will be allowed without loss of pay with approval of the ~~Director of Public Safety/Police~~
 26 Chief to attend the funeral.

27 All Police Department employees who act as pallbearers for deceased retired Police
 28 Department employees or deceased Police Department employees shall be granted one-half

(1/2) day by their respective department heads, to be charged against their accumulated sick leave, but such leave shall not be granted to more than two (2) members of any department at any one time unless be special permission of the department head.

Section 15.04 – Workers Compensation:

Employees of the City may be eligible for medical expenses and loss of income resulting from a work-related injury or illness, in accordance with the Wisconsin Worker's Compensation Law. The City's insurance carrier determines what, if any, benefits the employee will receive. The determination of benefits is subject to the requirements and limits of applicable Wisconsin Worker's Compensation Law. The City will not pay the difference between the worker's compensation check and the employee's normal salary.

Section 15.05: Full-time employees, who use no sick leave during the twelve (12) month period January 1 to December 31, shall earn sixteen (16) hours of perfect attendance leave (PAL). Employees who use no sick leave for two (2) consecutive calendar years shall earn sixteen (16) hours for the second year (in addition to the sixteen [16] hours for the first year). Maximum accumulation is thirty-two (32) hours. Perfect attendance leave shall be after all regular vacation days are selected and shall be subject to approval by the ~~Director of Public Safety/Police~~ Chief. Perfect attendance may not be used in less than one-half (1/2) work day segments. Funeral leave will not affect the accrual of PAL time. However, funeral leave shall be deducted from accumulated sick leave.

ARTICLE XVI – VACATIONS

Section 16.01 – Vacation Benefits: All full-time employees shall receive the following vacation benefits. Full-time Employees with prior Law Enforcement Experience that are certified shall receive six (6) working days at date of hire. New hires with no Law Enforcement experience shall receive three (3) after the completion of field training and the Academy. Any unused vacation is not subject to a payout during the probationary period.

Vacation Benefit

Completed Years of Service

6 working days

1 year

1	12 working days	2 years
2	15 working days	5 years
3	18 working days	7 years
4	21 working days	10 years
5	24 working days	14 years
6	<u>27 working days</u>	<u>17 years</u>
7	30 working days	20 years

8 **Section 16.02 – No Accumulation:** Vacations shall not accumulate from year to year.

9 **Section 16.03 – Severance:** Employees who retire or resign from city service and give a
 10 thirty (30) calendar day notice of such retirement, provide a two (2) week notice of resignation,
 11 and the beneficiaries of such employees who die in City employment will be compensated at
 12 their regular rate for earned and unused vacation accumulated to their credit.

13 **Section 16.04 – Vacation Scheduling:** The employee shall give the ~~Director of Public~~
 14 ~~Safety/ Police~~ Chief his/her choice of vacation by March 15 of each year, except in cases of
 15 emergency where the employee needs vacation due to unusual circumstances. The ~~Director of~~
 16 ~~Public Safety/Police~~ Chief also has the right to reschedule, due to emergency.

17 **Section 16.05 – Vacation Selection:** Vacation selection shall be as follows: Choice of
 18 vacation time shall be by seniority. The maximum amount of vacation time to be selected at any
 19 one time during selection of vacation by officers shall be two (2) weeks, (i.e., most senior officers
 20 selects one (1) 2-week block of vacation or two (2) 1-week blocks of vacation, second most senior
 21 officers selects one (1) 2-week block of vacation or two (2) 1-week blocks of vacation, etc.,
 22 through roster of officers. Following vacation selection by least senior officer, selection process
 23 commences again with most senior officer selecting, if available, additional 1-week block, up to
 24 two (2) 1-weeks blocks of vacation. Employees may take two (2) weeks (12 days) one day at a
 25 time to be scheduled subject to approval of the ~~Director of Public Safety/Police~~ Chief. The process
 26 continues until all vacation available to officers is selected.

27 **Section 16.06 – No Waiver:** An employee may not waive a vacation and take vacation
 28 pay in lieu of vacation.

ARTICLE XVII – RETIREMENT

Section 17.01: The employer agrees to pay up to seven percent (7%) of the employee's total earnings for the employee's contribution to the Wisconsin Retirement Fund Plan.

ARTICLE XVIII – HOLIDAYS

Section 18.01: Each full-time employee shall receive nine (9) additional days at the normal base hourly rate each year as holiday pay in accordance with the following schedule:

New Year's Day	The Day after Thanksgiving
Memorial Day	Christmas Eve Day
Independence Day	Christmas Day
Labor Day	New Year's Eve Day
Thanksgiving Day	

The holiday pay shall be separated from the present base pay and shall be paid once a year on the payday nearest December 1st.

Section 18.02: If an employee voluntarily works for another employee, when the employee who volunteered to work has a scheduled day off, he/she shall receive an extra four (4) hours pay if this particular day is a scheduled holiday. If an employee who is scheduled to work on a holiday voluntarily works for another employee for that holiday, he/she shall get the extra four (4) hours pay along with four (4) hours he/she receives for his/her scheduled shift to work on that holiday.

Personnel required to work on those nine holidays as set forth above shall be granted an additional four (4) hours pay computed at the straight hourly base rate.

ARTICLE XIX – UNIFORM ALLOWANCE

Section 19.01: Officers shall receive a six hundred-dollar (\$600.00) uniform voucher. Receipts for approved articles purchased or cleaned shall be submitted to the [Director of Public Safety/Police](#) Chief for review and authorization for payment when approved. Officers shall be

1 allowed to carry over any unused balance of uniform vouchers to the following calendar year not
 2 to exceed two hundred fifty dollars (\$250.00) dollars for a maximum of eight hundred fifty dollars
 3 (\$850.00) at any one time. Uniforms torn or damaged in the line of duty shall be replaced or
 4 repaired by the City.

5 **Section 19.02:** An initial clothing issue consisting of the following items shall be made
 6 available to all new police officers upon employment. The City will supply all Department patches
 7 and flags to officers as needed.

8 2 pair uniform trousers
 9 1 long sleeve shirt
 10 1 short sleeve shirt
 11 1 hat badge
 12 1 duty belt
 13 1 duty holster
 14 1 duty magazine pouch
 15 1 duty handcuff pouch
 16 1 set of handcuffs
 17 1 duty radio holder
 18 1 key holder
 19 4 belt keepers
 20 1 rubber glove pouch
 21 2 breast shields

22 All breast shields, hat badges and Police Department patches shall remain the property
 23 of the City. Breast shields, hat badges, Police Department patches and leather goods, except
 24 leather jackets, shall be returned to the City upon termination or resignation. Upon retirement
 25 in good standing, the City will award breast shields and badges to the officer.

26 Officers shall be eligible for the uniform allowance as described above upon employment.
 27 Officers uniform allowance shall be prorated in their final year of employment.

28 **ARTICLE XX – FALSE ARREST INSURANCE**

29 **Section 20.01:** In cases where officers performing services in the line of duty are sued for
 30 actions they have taken and where it is determined that the officer acted in good faith and within
 31 the scope of his/her employment, the City will provide legal counsel at the City's expense
 32 pursuant to the provisions of Section 895.46, Wis. Stats.
 33

ARTICLE XXI – LEAVE OF ABSENCE

Section 21.01 – Personal Leave: Written leave of absence, without pay, for periods not in excess of one (1) year may be granted by the Employer to any full-time employee providing said employee does not accept employment elsewhere or become self-employed. The employee, to whom written leave of absence has been granted, shall be entitled, at the expiration of the time stated in such leave, to be reinstated to the position in which he/she was employed at the time and leave was granted.

Section 21.02 – Military Leave: All employees who volunteer or who are selected for service in any of the armed forces of the government of the United States of America, shall be considered to be on leave of absence, and shall retain all seniority rights cumulatively and without interruption. Any such employee shall, upon his/her request, be reinstated to the position he/she held before entering the service provided such request is made to the department head within ninety (90) days after such employee is discharged and physically able to return to work. If such position has been discontinued or eliminated, he/she shall be given such other employment in accordance with his/her seniority rights as he/she is suited and qualified for.

ARTICLE XXII - DUES DEDUCTION

Section 22.01 - Membership: Membership in the Association is not compulsory. An employee may join the Association and maintain membership therein consistent with its constitution and By-laws. No employee will be denied membership because of race, color, creed, sex, age, religion, disability or handicap, national origin, marital status, or ancestry. This Article is subject to the duty of the Wisconsin Employment Relations Commission to suspend the application of this Article wherever the Commission finds that the Association has denied an

employee membership because of race, color, creed, sex, age, religion, disability or handicap, national origin, marital status, or ancestry.

Section 22.02 - New Employees: New employees shall have such deductions commence in the first pay period following the first full month of employment.

Section 22.03 - Liability: The Employer shall not be liable to the Association, employees or any party by reason of the requirements of this Article for the remittance or payment of any sum other than those constituting actual deductions from employees' wages earned. The Association shall save the Employer harmless against any judgments that may arise out of or by reason of action taken by the Employer under this Article.

Section 22.04 – Dues Deduction: The Employer agrees to deduct monthly dues from the pay of employees who individually sign voluntary checkoff authorization forms supplied by the Association which shall include the following statement:

"I, the undersigned, hereby authorize the Employer to deduct Association Dues from my wages equally split between biweekly pay dates, and direct that such amount so deducted be sent to or deposited for the Treasurer of the Association for and on my behalf. There will be no deduction taken on any 3rd pay date in any month unless I am notified in advance by the Union. The authorization shall be irrevocable and shall automatically renew itself for successive years unless I give thirty (30) days written notice to the Employer and the Association of my desire to change the amount or revoke the dues deduction at the end of such thirty (30) days period or at the end of such year.

NAME: _____ DATE: _____

WITNESS: _____ DATE: _____

The Employer agrees to deduct the appropriate amount from each pay period of each employee requesting such deduction following receipt of the above enumerated statement and shall remit the total of such deductions to the Treasurer of the Association within ten (10) days of the date such deductions were made with a list of the names that the deductions have been deducted from.

ARTICLE XXIII – SETTLEMENT OF PROHIBITED PRACTICE PROBLEMS

Section 23.01: In the event either party desires to file a prohibited practice charge with the Wisconsin Employment Relations Commission against the other for any reason authorized under state law, it shall so notify the other party in writing by certified mail summarizing the specific details surrounding the potential charge. Such charge may not be filed for a period of ten (10) days following delivery to the other party and upon receipt of this notice, the parties agree to meet and confer in an attempt to resolve the dispute during the ten (10) day period.

ARTICLE XXIV – SEVERABILITY

Section 24.01: If any Article or part of this Memorandum of Agreement is held to be invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or part should be restrained by such tribunal, the remainder of the Memorandum of Agreement shall not be affected thereby and the parties shall enter into immediate negotiations for the purpose of arriving at a mutually satisfactory replacement for such Article or part.

ARTICLE XXV – ENTIRE MEMORANDUM OF AGREEMENT

Section 25.01 – Amendments: This Agreement constitutes the entire agreement between the parties. Any amendment or agreement supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto.

Section 25.02 – Waiver: The parties further acknowledge that, during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the areas of collective bargaining and that the understanding and agreements arrived at by the parties after the exercise of that right and the opportunities as set forth in this Agreement. Therefore, the City and the Association, for the life of this Agreement, each voluntarily and unqualifiedly waives the right and each agrees that the other shall be obligated to bargaining collectively with

respect to any subject or matter not specifically referred to in this Agreement. Waiver of any breach of the Agreement by either party shall not constitute a waiver of any future breach of this Agreement.

Section 25.03 – Ordinances, Resolutions, Rule and Regulations: To the extent that the provisions of this Agreement are in conflict with any existing ordinances, resolutions or rules of the City this Agreement shall be controlling over matters affecting wages, hours and working conditions.

ARTICLE XXVI – RESIDENCY

Section 26.01: All employees shall be required to reside within ~~a thirty-five (3015) "air"~~ miles ~~radius~~ of ~~the~~ City ~~Hall~~. The ~~thirty-five~~ miles are measured from the City ~~Hall Limits~~ to the employee's residence.

ARTICLE XXVII – DURATION

Section 27.01 – Current Agreement – Renewal: The provisions of this Agreement shall become effective as of January 1, 202~~30~~ and shall continue in full force and effect until December 31, 202~~52~~.

Section 27.02 – Negotiation Timetable: In the year that this Agreement is to expire, the parties shall meet for negotiation of a successor labor agreement if either party so requests. Negotiations will commence no later than August 1 of the last year of the Agreement, unless the parties mutually agree otherwise. The parties' negotiation proposals, if any, shall be exchanged at the first bargaining session.

CITY OF ANTIGO

ANTIGO PROFESSIONAL POLICE POLICE OFFICER'S ASSOCIATION

Mayor/Finance, Personnel, & Legislative Chairperson

~~Brady Goeks~~~~Bruce Brown~~, Association President

Mark Desotell, Director of Administrative Services

~~Ryan Bula~~~~Brady Goeks~~, Association Treasurer

- 1
- 2 Dan Duley~~Eric Roller, Police Chief~~~~Director of Public Safety~~ Doug Nelson~~Ben~~
- 3 ~~Barth~~, Labor Consultant

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APPENDIX "A"

Effective 1-1-20 2.5%

Title	-	Start	1-year	2-years	3-years	4-years	5-years	10-years	15-years	
-	Hourly	\$25.50	\$25.69	\$26.10	\$26.21	\$26.52	\$26.90	\$27.21	\$27.76	
Patrolman	Monthly	\$4,143.75	\$4,174.67	\$4,241.25	\$4,259.17	\$4,309.50	\$4,371.25	\$4,421.67	\$4,511.00	
-	Annual	\$49,725	\$50,096	\$50,895	\$51,110	\$51,714	\$52,455	\$53,060	\$54,132	
-School	Hourly	\$27.15	\$27.27	\$27.42	\$27.66	\$27.86	\$28.09	-		
Liaison	Monthly	\$4,411.88	\$4,431.38	\$4,455.75	\$4,494.75	\$4,527.25	\$4,564.63			
-Officer	Annual	\$52,943	\$53,177	\$53,469	\$53,937	\$54,327	\$54,776			
-	Hourly	\$28.16	\$28.30	\$28.50	\$28.69	\$28.92	\$29.17			
Sergeant	Monthly	\$4,576.00	\$4,598.75	\$4,631.25	\$4,662.13	\$4,699.50	\$4,740.13			
-	Annual	\$54,912	\$55,185.00	\$55,575	\$55,946	\$56,394	\$56,882			
Detective	Hourly	\$28.66	\$28.80	\$29.00	\$29.19	\$29.42	\$29.67			
Sergeant	Monthly	\$4,657.25	\$4,680.00	\$4,712.50	\$4,743.38	\$4,780.75	\$4,821.38			
-	Annual	\$55,887	\$56,160	\$56,550	\$56,921	\$57,369	\$57,856			

Effective 1-1-21 2.0%

Title	-	Start	1-year	2-years	3-years	4-years	5-years	10-years	15-years	
-	Hourly	\$26.01	\$26.20	\$26.62	\$26.73	\$27.05	\$27.44	\$27.75	\$28.31	
Patrolman	Monthly	\$4,226.63	\$4,257.50	\$4,325.75	\$4,343.63	\$4,395.63	\$4,459.00	\$4,509.38	\$4,600.38	
-	Annual	\$50,720	\$51,090	\$51,909	\$52,124	\$52,758	\$53,508	\$54,113	\$55,205	
-School	Hourly	\$27.69	\$27.82	\$27.97	\$28.21	\$28.42	\$28.65	-		
Liaison	Monthly	\$4,499.63	\$4,520.75	\$4,545.13	\$4,584.13	\$4,618.25	\$4,655.63			
-Officer	Annual	\$53,996	\$54,249	\$54,541	\$55,010	\$55,419	\$55,868			
-	Hourly	\$28.72	\$28.87	\$29.07	\$29.26	\$29.50	\$29.75			
Sergeant	Monthly	\$4,667.00	\$4,691.38	\$4,723.88	\$4,754.75	\$4,793.75	\$4,834.38			
-	Annual	\$56,004	\$56,297	\$56,687	\$57,057	\$57,525	\$58,013			
Detective	Hourly	\$29.22	\$29.37	\$29.57	\$29.76	\$30.00	\$30.25			
Sergeant	Monthly	\$4,748.25	\$4,772.63	\$4,805.13	\$4,836.00	\$4,875.00	\$4,915.63			
-	Annual	\$56,979	\$57,272	\$57,662	\$58,032	\$58,500	\$58,988			

Effective 1-1-22 2.0%

Title	-	Start	1-year	2-years	3-years	4-years	5-years	10-years	15-years	
-	Hourly	\$26.53	\$26.73	\$27.15	\$27.26	\$27.59	\$27.99	\$28.31	\$28.88	
Patrolman	Monthly	\$4,311.13	\$4,343.63	\$4,412.88	\$4,429.75	\$4,483.38	\$4,548.38	\$4,600.38	\$4,693.00	
-	Annual	\$51,734	\$52,124	\$52,943	\$53,157	\$53,801	\$54,581	\$55,205	\$56,316	
-School	Hourly	\$28.24	\$27.26	\$28.53	\$28.77	\$28.99	\$29.22	-		
Liaison	Monthly	\$4,589.00	\$4,429.75	\$4,636.13	\$4,675.13	\$4,710.88	\$4,748.25			
-Officer	Annual	\$55,068	\$53,157	\$55,634	\$56,102	\$56,531	\$56,979			
-	Hourly	\$29.29	\$29.45	\$29.65	\$29.85	\$30.09	\$30.35			
Sergeant	Monthly	\$4,759.63	\$4,785.63	\$4,818.13	\$4,850.63	\$4,889.63	\$4,931.88			
-	Annual	\$57,116	\$57,428	\$57,818	\$58,208	\$58,676	\$59,183			
Detective	Hourly	\$29.79	\$29.95	\$30.15	\$30.35	\$30.59	\$30.85			
Sergeant	Monthly	\$4,841.88	\$4,866.88	\$4,899.38	\$4,931.88	\$4,970.88	\$5,013.13			
-	Annual	\$58,091	\$58,403	\$58,793	\$59,183	\$59,651	\$60,158			

Effective 1/1/20; the Hourly rate for "Detective Sergeant" shall be \$0.50 more than "Sergeant"

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APPENDIX "A"

Effective 1-1-23 3.0%										
Title		Start	1 year	2 years	3 years	4 years	5 years	10 years	15 years	20 y
-	Hourly	\$27.33	\$27.53	\$27.96	\$28.08	\$28.42	\$28.83	\$29.16	\$29.75	\$30
Patrolman	Monthly	\$4,441.17	\$4,474.67	\$4,543.50	\$4,563.00	\$4,618.25	\$4,684.92	\$4,738.50	\$4,834.42	\$4,87
-	Annual	\$53,294	\$53,684	\$54,522	\$54,756	\$55,419	\$56,219	\$56,862	\$58,013	\$58,
School	Hourly	\$29.09	\$29.23	\$29.39	\$29.63	\$29.86	\$30.10	-		
Liaison	Monthly	\$4,727.17	\$4,749.92	\$4,775.92	\$4,814.92	\$4,852.25	\$4,891.25			
Officer	Annual	\$56,726	\$56,999	\$57,311	\$57,779	\$58,227	\$58,695			
-	Hourly	\$30.17	\$30.33	\$30.54	\$30.75	\$30.99	\$31.26	\$31.51		
Sergeant	Monthly	\$4,902.67	\$4,928.67	\$4,962.75	\$4,996.92	\$5,035.92	\$5,079.75	\$5,120.42		
-	Annual	\$58,832	\$59,144	\$59,553	\$59,963	\$60,431	\$60,957	\$61,445		
Detective	Hourly	\$30.67	\$30.83	\$31.04	\$31.25	\$31.49	\$31.76	\$32.01		
Sergeant	Monthly	\$4,983.92	\$5,009.92	\$5,044.00	\$5,078.17	\$5,117.17	\$5,161.00	\$5,201.67		
-	Annual	\$59,807	\$60,119	\$60,528	\$60,938	\$61,406	\$61,932	\$62,420		
Effective 1-1-24 2.0%										
Title		Start	1 year	2 years	3 years	4 years	5 years	10 years	15 years	20 y
-	Hourly	\$27.88	\$28.08	\$28.52	\$28.64	\$28.99	\$29.41	\$29.74	\$30.35	\$30
Patrolman	Monthly	\$4,530.50	\$4,563.00	\$4,634.50	\$4,654.00	\$4,710.92	\$4,779.17	\$4,832.75	\$4,848.58	\$4,97
-	Annual	\$54,366	\$54,756	\$55,614	\$55,848	\$56,531	\$57,350	\$57,993	\$58,183	\$59,
School	Hourly	\$29.67	\$29.81	\$29.98	\$30.22	\$30.46	\$30.70	-		
Liaison	Monthly	\$4,821.42	\$4,884.17	\$4,871.75	\$4,910.75	\$4,949.75	\$4,988.75			
Officer	Annual	\$57,857	\$58,130	\$58,461	\$58,929	\$59,397	\$59,865			
-	Hourly	\$30.77	\$30.94	\$31.15	\$31.37	\$31.61	\$31.89	\$32.14		
Sergeant	Monthly	\$5,000.17	\$5,027.75	\$5,062.92	\$5,097.67	\$5,136.67	\$5,182.17	\$5,222.75		
-	Annual	\$60,002	\$60,333	\$60,743	\$61,172	\$61,640	\$62,186	\$62,673		
Detective	Hourly	\$31.27	\$31.44	\$31.65	\$31.87	\$32.11	\$32.39	\$32.64		
Sergeant	Monthly	\$5,081.42	\$5,109.00	\$5,143.17	\$5,178.92	\$5,217.92	\$5,263.42	\$5,304.00		
-	Annual	\$60,977	\$61,308	\$61,718	\$62,147	\$62,615	\$63,161	\$63,648		
Effective 7-1-24 1.0%										
Title		Start	1 year	2 years	3 years	4 years	5 years	10 years	15 years	20 y
-	Hourly	\$28.16	\$28.36	\$28.81	\$28.93	\$29.28	\$29.70	\$30.04	\$30.65	\$30
Patrolman	Monthly	\$4,576.00	\$4,608.50	\$4,681.67	\$4,701.17	\$4,758.00	\$4,826.25	\$4,881.50	\$4,980.67	\$5,02
-	Annual	\$54,912	\$55,302	\$56,180	\$56,414	\$57,096	\$57,915	\$58,578	\$59,768	\$60,
School	Hourly	\$29.97	\$30.11	\$30.28	\$30.52	\$30.76	\$31.01	-		
Liaison	Monthly	\$4,870.17	\$4,892.92	\$4,920.50	\$4,959.50	\$4,998.50	\$5,039.17			
Officer	Annual	\$58,442	\$58,715	\$59,046	\$59,514	\$59,982	\$60,470			
-	Hourly	\$31.08	\$31.25	\$31.46	\$31.68	\$31.93	\$32.21	\$32.46		
Sergeant	Monthly	\$5,050.50	\$5,078.17	\$5,112.25	\$5,148.00	\$5,188.67	\$5,234.17	\$5,274.74		
-	Annual	\$60,606	\$60,938	\$61,347	\$61,776	\$62,264	\$62,810	\$63,297		
Detective	Hourly	\$31.58	\$31.75	\$31.96	\$32.18	\$32.43	\$32.71	\$32.96		
Sergeant	Monthly	\$5,131.75	\$5,159.42	\$5,193.50	\$5,229.25	\$5,269.92	\$5,315.42	\$5,356.00		
-	Annual	\$61,581	\$61,913	\$62,322	\$62,751	\$63,239	\$63,785	\$64,272		

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<u>Effective 1-1-25 1.0%</u>										
<u>Title</u>	<u>-</u>	<u>Start</u>	<u>1 year</u>	<u>2 years</u>	<u>3 years</u>	<u>4 years</u>	<u>5 years</u>	<u>10 years</u>	<u>15 years</u>	<u>20 y</u>
-	Hourly	\$28.44	\$28.64	\$29.10	\$29.22	\$29.57	\$30.00	\$30.34	\$30.96	\$31.58
Patrolman	Monthly	\$4,621.50	\$4,654.00	\$4,728.75	\$4,748.25	\$4,805.17	\$4,875.00	\$4,930.25	\$5,031.00	\$5,091.75
-	Annual	\$55,458	\$55,848	\$56,745	\$56,979	\$57,662	\$58,500	\$59,163	\$60,372	\$60,915
School	Hourly	\$30.27	\$30.41	\$30.58	\$30.83	\$31.07	\$31.32	-	-	-
Liaison	Monthly	\$4,918.92	\$4,941.67	\$4,969.25	\$5,009.92	\$5,048.92	\$5,089.50	-	-	-
Officer	Annual	\$59,027	\$59,300	\$59,631	\$60,119	\$60,587	\$61,074	-	-	-
-	Hourly	\$31.39	\$31.56	\$31.77	\$32.00	\$32.25	\$32.53	\$32.78	-	-
Sergeant	Monthly	\$5,100.92	\$5,128.50	\$5,162.67	\$5,200.00	\$5,240.67	\$5,286.17	\$5,326.75	-	-
-	Annual	\$61,211	\$61,542	\$61,952	\$62,400	\$62,888	\$63,434	\$63,921	-	-
Detective	Hourly	\$31.89	\$32.06	\$32.27	\$32.50	\$32.75	\$33.03	\$33.28	-	-
Sergeant	Monthly	\$5,182.17	\$5,209.75	\$5,243.92	\$5,281.25	\$5,321.92	\$5,367.42	\$5,408.00	-	-
-	Annual	\$62,186	\$62,517	\$62,927	\$63,375	\$63,863	\$64,409	\$64,896	-	-
<u>Effective 1-1-25 2.0%</u>										
<u>Title</u>	<u>-</u>	<u>Start</u>	<u>1 year</u>	<u>2 years</u>	<u>3 years</u>	<u>4 years</u>	<u>5 years</u>	<u>10 years</u>	<u>15 years</u>	<u>20 y</u>
-	Hourly	\$29.01	\$29.22	\$29.68	\$29.80	\$30.16	\$30.60	\$30.95	\$31.58	\$31.93
Patrolman	Monthly	\$4,714.17	\$4,748.25	\$4,823.00	\$4,842.50	\$4,901.00	\$4,972.50	\$5,029.42	\$5,131.75	\$5,191.75
-	Annual	\$56,570	\$56,979	\$57,876	\$58,110	\$58,812	\$59,670	\$60,353	\$61,581	\$62,115
School	Hourly	\$30.88	\$31.02	\$31.19	\$31.45	\$31.69	\$31.95	-	-	-
Liaison	Monthly	\$5,018.00	\$5,040.75	\$5,068.42	\$5,110.67	\$5,149.67	\$5,191.92	-	-	-
Officer	Annual	\$60,216	\$60,489	\$60,821	\$61,328	\$61,796	\$62,303	-	-	-
-	Hourly	\$32.02	\$32.19	\$32.41	\$32.64	\$32.90	\$33.18	\$33.44	-	-
Sergeant	Monthly	\$5,203.25	\$5,230.92	\$5,266.67	\$5,304.00	\$5,346.25	\$5,391.75	\$5,434.00	-	-
-	Annual	\$62,439	\$62,771	\$63,200	\$63,648	\$64,155	\$64,701	\$65,208	-	-
Detective	Hourly	\$32.52	\$32.69	\$32.91	\$33.14	\$33.40	\$33.68	\$33.94	-	-
Sergeant	Monthly	\$5,284.50	\$5,312.17	\$5,347.92	\$5,385.25	\$5,427.50	\$5,473.00	\$5,515.25	-	-
-	Annual	\$63,414	\$63,746	\$64,175	\$64,623	\$65,130	\$65,676	\$66,183	-	-

Effective 1/1/20; the Hourly rate for "Detective Sergeant" shall be \$0.50 more than "Sergeant"

The canine officer shall receive fifty cents (\$0.50) for all hours worked and four (4) hours of compensatory time per month.

Employees are paid by the corresponding hourly wage. Employees are paid for 75 hours for a full bi-weekly pay period. All other given wages (monthly & annual) are included as an estimation only.

APPENDIX B
LABOR MANAGEMENT COMMITTEE SIDE LETTER

The City of Antigo, (City) and the Antigo Professional Police Officer's Association, Local 236 of Labor Association of Wisconsin, Inc. (Association) agree to the following Side Letter of Agreement to the 2022-2024 collective bargaining agreement.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on this
2022.

1. Both Parties agree to form a Labor Management Committee consisting up to three (3) members from the City and up to three (3) members of the Association.

2. The Committee will study and look into alternative shift arrangements.

3. The Committee will report its findings no later than July 1, 2023 to both parties.

4. Upon mutual Agreement with the findings by the Committee and ratification by the City and the Association membership the parties may agree to implement alternative shift arrangements on a trial period.

5. This Side Letter of Agreement shall stay in effect from January 1, 2023 through December 31, 2025 and shall only be renewed by agreement of both parties.

City Administrator - Mark Desotell

President – Brady Goeks

Mayor

Doug Nelson - Labor Association of Wisconsin, Inc.

AGREEMENT

BETWEEN

THE CITY OF ANTIGO

AND

THE LABOR ASSOCIATION OF WISCONSIN, INC

FOR AND ON BEHALF OF THE

***ANTIGO PROFESSIONAL POLICE OFFICER'S ASSOCIATION
LOCAL 236***

Effective Date: January 1, 202~~3~~9

Expiration Date: December 31, 202~~5~~2

Original/~~August 15~~November 25, 20~~22~~19

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To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: September 14, 2022
Re: Professional Services Agreement with Strand Associates for Design, Bidding and Construction Services Related to the Rehabilitation of the Existing Potable Water Supply System at the Wastewater Treatment Plant

The City's Wastewater Treatment Plant does not connect to the municipal water supply system due to its remote location from nearest existing water main infrastructure. As such, water for the various treatment process needs and for that utilized daily by the workers, arrives through the utilization of an on-site well. The well directs water to a large industrial pressure tank located in the main building for final distribution to meet daily demands.

The major consultant efforts will consist of providing design services (including the development of specifications and bidding documents) and construction services (including project administration and limited on-site inspection). Features addressed will include replacement of existing back-flow preventers, hydro pneumatic tank level and pressure controls, isolation and check valves and other ancillary items such as pipe insulation and painting.

Tommy Horswill of Infrastructure Alternatives has indicated periodic interruption of services in the water supply system over recent months based upon the aging components and its original 1979 design parameter limitations. Estimates indicate that as much as 3,000 gallons per day provide the plant operations and other potable water needs highlighting the requirements for a consistent and reliable water delivery system.

Because of these needs, I recommend that the City enter into a Professional Services Agreement with Strand Associates upon the completion of the Committee/Council approval process for the replacement and upgrades to the potable water supply system at the City's Wastewater Treatment Plant in an amount not to exceed \$41,700 for design and construction related services.

In order to accomplish the projected \$30,000 design effort in 2022 (construction in spring 2023) a transfer of CIP funds already established in the City's 2022 budget must occur as follows:

- WWI-27 Digester Upgrade Eliminate & transfer \$25,000 to design effort
- WWE-3 UV Bulbs & Sleeves Eliminate & transfer \$5,000 to design effort

Budgetary amounts for the anticipated construction and admin/inspection amounts will be part of the 2023 proposed City budget booklet. The 2022 and 2023 amounts include potential replacement of the existing submersible pump and electronic controls at the well house but as an alternate to the overall project scope. Attached are copies of the projected project budget along with a Professional Services Agreement (currently under review by the City Attorney).

City of Antigo
WWTP Potable Water System Improvements

Item	Cost		
	Base Scope	If-Authorized Items	Total Project Cost
Submersible Well Pump		\$40,500	\$40,500
Back Flow Preventors (2)	\$33,750		\$33,750
6-inch Gate Valves (7)	\$37,800		\$37,800
4-inch Gate Valves (1)	\$4,050		\$4,050
Air Compressor	\$2,700		\$2,700
Electrical Feed to 480-Volt Power Panel		\$18,000	\$18,000
Control Wiring and Conduit from Hydro Tank to Well Pump		\$6,000	\$6,000
480-Volt Power Panel	\$30,000		\$30,000
Level and Pressure Instruments, Control System	\$10,000		\$10,000
Subtotal	\$118,000	\$65,000	\$183,000
Piping/Mechanical Install	\$18,000	\$0	\$18,000
Electrical Install	\$8,000	\$10,000	\$18,000
HVAC	\$0	\$0	\$0
Site Work	\$0	\$9,000	\$9,000
Subtotal	\$144,000	\$84,000	\$228,000
Contractor's General Conditions (10%)	\$15,000	\$8,000	\$23,000
Total Construction Costs	\$159,000	\$92,000	\$251,000
Engineering Services	\$37,600	\$4,100	\$41,700
Contingencies (20%)	\$32,000	\$18,000	\$50,000
Total Opinion of Capital Costs	\$228,600	\$114,100	\$342,700

Notes:

All costs are third quarter 2022 dollars.

Opinion of cost is budgetary in nature only.



OWNER REVIEW

DRAFT Strand Associates, Inc.®

910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843
www.strand.com

Date {_____}

City of Antigo
700 Edison Street
Antigo, WI 54409

Attention: Mr. Mark Desotell, P.E., Director of Administrative Services

Re: Agreement for Design Services, Bidding-Related Services, and Construction-Related Services
Wastewater Treatment Plant (WWTP) Potable Water System Improvements

This is an Agreement between the City of Antigo, Wisconsin, hereinafter referred to as OWNER, and Strand Associates, Inc.®, hereinafter referred to as ENGINEER, to provide Design Services, Bidding-Related Services, and Construction-Related Services (Services) for the WWTP Potable Water System Improvements project. This Agreement shall be in accordance with the following elements.

Scope of Services

ENGINEER will provide the following Services to OWNER.

Design Services

1. Participate in an on-site kickoff meeting to review design objectives, schedule, and anticipated project budget. Gather field information and measurements following the kickoff meeting.
2. Design the process and electrical elements of the project. It is anticipated that the major project components will include replacement of the two backflow preventors, hydropneumatic tank level and pressure control, isolation and check valves, and other ancillary items like pipe insulation and painting.
3. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2018 edition, technical specifications, and engineering drawings.
4. Submit Bidding Documents to OWNER for review and input.
5. Prepare prebid opinion of probable construction cost for project and submit to OWNER.
6. Review the draft Bidding Documents with OWNER; incorporate review comments, as appropriate; and submit two copies of the final Bidding Documents to OWNER.

Bidding-Related Services

1. Distribute Bidding Documents electronically through QuestCDN, available at www.strand.com and www.questcdn.com. Submit Advertisement to Bid to OWNER for publishing.
2. Prepare addenda and answer questions during bidding.
3. Attend electronic bid opening, tabulate and analyze bid results, and assist OWNER in the award of the Construction Contract.
4. Prepare three sets of Contract Documents for signature.

RJL:ppp\R\MAD\Documents\Agreements\A\Antigo, City of (WI)\WWTP_PotableWaterSystemImprvs.2022\Ag\xxxx.TBD.(P220.781).docx

OWNER REVIEW

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Construction-Related Services

1. Provide contract administration Services including attendance at preconstruction conference, review of contractor's shop drawing submittals, review of two of contractor's pay requests, attendance at one construction progress meetings, periodic site visits, and participation in project closeout.
2. Provide resident project representative for two trips to the site for part-time observation of construction.
3. Provide record drawings in electronic format from information compiled from contractor's records. ENGINEER is providing drafting Services only for record drawings based on the records presented to ENGINEER by contractor and OWNER. ENGINEER will not be liable for the accuracy of the record drawing information provided by contractor and OWNER.

If-Authorized Additional Design Services

If-authorized by OWNER, the following items will be included in the design.

1. Replacement of the submersible well pump.
2. Replacement of the motor control center in the well house with a 480-volt power panel.
3. Replacement of the conductors and conduit to the 480-volt power panel in the well house.
4. Replacement of control wiring and conduit from the hydropneumatic tank to the submersible well pump.

Service Elements Not Included

The following services are not included in this Agreement. If such services are required, they will be provided as noted.

1. Additional and Extended Services during construction made necessary by:
 - a. Work damaged by fire or other cause during construction.
 - b. A significant amount of defective or neglected work of any contractor.
 - c. Prolongation of the time of the construction contract.
 - d. Default by contractor under the construction contract.

Any services of this type will be provided through an amendment to this Agreement.
2. Additional Site Visits and/or Meetings: Additional OWNER-required site visits or meetings will be provided through an amendment to this Agreement or through a separate agreement with OWNER.
3. Archaeological or Botanical Investigations: ENGINEER will assist OWNER in engaging the services of an archaeologist or botanist, if required, to perform the field investigations necessary for agency review through a separate agreement with OWNER.
4. Flood Studies: Any services involved in performing flood and floodway studies, if required, will be provided through an amendment to this Agreement or through a separate agreement with OWNER.
5. Geotechnical Engineering: Geotechnical engineering information will be required and provided through OWNER and OWNER's geotechnical consultant. ENGINEER will assist OWNER with defining initial scope of geotechnical information that is required to allow OWNER to procure geotechnical engineering services.
6. Land and Easement Surveys/Procurement: Any services of this type including, but not limited to, a record search, field work, preparation of legal descriptions, or assistance to OWNER for securing land rights necessary for siting sanitary sewer, tanks, and appurtenances will be provided through a separate agreement with OWNER.

OWNER REVIEW

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7. Preparation for and/or Appearance in Litigation on Behalf of OWNER: This type of service by ENGINEER will be provided through a separate agreement with OWNER.
8. Review of Product Substitutions or Means, Method, Technique, Sequence, or Procedure Substitutions Proposed by Contractor: The terms of the construction Contract call for the construction contractor to reimburse OWNER for ENGINEER's cost for evaluating substitute products, means, method, technique, sequence, or procedure of construction. ENGINEER's cost for such evaluations is not included in the scope of this Agreement. Services of this type by ENGINEER will be provided through an amendment to this Agreement.
9. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in project scope or where such revisions are necessary to comply with changed state and federal regulations that are put in force after Services have been partially completed, will be provided through an amendment to this Agreement.
10. Services Furnished During Readvertisement for Bids, if Ordered by OWNER: If a Contract is not awarded pursuant to the original bids, any services of this type will be provided through an amendment to this Agreement.
11. Services Related to Buried Wastes and Contamination: Should buried solid, liquid, or potentially hazardous wastes or subsurface or soil contamination be uncovered at the site, follow-up investigations may be required to identify the nature and extent of such wastes or subsurface soil or groundwater contamination and to determine appropriate methods for managing of such wastes or contamination and for follow-up monitoring. Investigation, design, or construction-related services related to buried solid, liquid, or potentially hazardous wastes or soil or groundwater contamination will be provided through a separate agreement with OWNER.

Compensation

OWNER shall compensate ENGINEER for Design Services on a lump sum of \$16,600.

OWNER shall compensate ENGINEER for Bidding-Related Services on a lump sum of \$3,300.

OWNER shall compensate ENGINEER for Construction-Related Services on an hourly rate basis plus expenses an estimated fee of \$12,800.

OWNER shall compensate ENGINEER for If-Authorized Additional Design Services a lump sum of \$9,000.

The breakdown of the total fee is an estimate and may vary.

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, and long distance telephone calls will be billed at actual cost plus ten percent.

Only sales taxes or other taxes on Services that are in effect at the time this Agreement is executed are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Agreement, this Agreement will be adjusted to reflect the net change.

The estimated fees for the Services are based on wage scale/hourly billing rates, adjusted annually on July 1, that anticipates the Services will be completed as indicated. Should the completion time be extended, it may be cause for an adjustment in the estimated fees that reflects any wage scale adjustments made.

The estimated fees will not be exceeded without prior notice to and agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**. Any adjustments will be negotiated based on ENGINEER's increase or decrease in costs caused by delays, extensions, amendments, or changes.

OWNER REVIEW

City of Antigo
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Schedule

Services will begin upon execution of this Agreement, which is anticipated the week of August 22, 2022. Services are scheduled for completion on December 29, 2023.

Standard of Care

The Standard of Care for all Services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's Services.

OWNER's Responsibilities

1. Assist ENGINEER by placing at ENGINEER's disposal all available information pertinent to this project including previous reports, previous drawings and specifications, and any other data relative to the scope of this project.
2. Furnish to ENGINEER, as required by ENGINEER for performance of Services as part of this Agreement, data prepared by or services of others obtained or prepared by OWNER relative to the scope of this project, such as soil borings, probings and subsurface explorations, and laboratory tests and inspections of samples, all of which ENGINEER may rely upon in performing Services under this Agreement.
3. Provide access to the site as required for ENGINEER to perform Services under this Agreement.
4. Guarantee access to and make all provisions for ENGINEER to enter upon public and private lands as required for ENGINEER to perform Services under this Agreement.
5. Examine all reports, sketches, estimates, special provisions, drawings, and other documents presented by ENGINEER and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay the performance of ENGINEER.
6. Provide all legal services as may be required for the development of this project.
7. Retain the services of a soils consultant to provide any necessary geotechnical evaluation and recommendations. OWNER's soils consultant shall provide all necessary geotechnical testing during construction. OWNER's soils consultant shall notify OWNER and ENGINEER of any geotechnical testing indicating any materials that are not in accordance with the Contract Documents (nonconforming materials) and if any nonconforming materials have been incorporated into the work.
8. Pay all permit and plan review fees payable to regulatory agencies.

Opinion of Probable Cost

Any opinions of probable cost prepared by ENGINEER are supplied for general guidance of OWNER only. ENGINEER has no control over competitive bidding or market conditions and cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to OWNER.

Observation Services

In furnishing observation services, ENGINEER's efforts will be directed toward determining for OWNER that the completed project will, in general, conform to the Contract Documents; but ENGINEER will not supervise, direct, or have control over the contractor's work and will not be responsible for the contractor's construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs, or for the contractor's failure to perform the construction work in accordance with the Contract Documents.

OWNER REVIEW

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Payment Requests

ENGINEER's review of Payment Requests from contractor(s) will not impose responsibility to determine that title to any of the work has passed to OWNER free and clear of any liens, claims, or other encumbrances. Any such service by ENGINEER will be provided through an amendment to this Agreement.

Changes

1. OWNER may make changes within the general scope of this Agreement in the Services to be performed. If such changes cause an increase or decrease in ENGINEER's cost or time required for performance of any Services under this Agreement, an equitable adjustment will be made and this Agreement will be modified in writing accordingly.
2. No services for which additional compensation will be charged by ENGINEER will be furnished without the written authorization of OWNER. The fee established herein will not be exceeded without agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**.
3. If there is a modification of the Wisconsin Department of Natural Resources requirements relating to the Services to be performed under this Agreement subsequent to the date of execution of this Agreement, the increased or decreased cost of performance of the Services provided for in this Agreement will be reflected in an appropriate modification of this Agreement.

Extension of Services

This Agreement may be extended for additional Services upon OWNER's authorization. Extension of Services will be provided for a lump sum or an hourly rate plus expenses.

Payment

OWNER shall make monthly payments to ENGINEER for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at ENGINEER's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at ENGINEER's option, result in suspension of Services upon five calendar days' notice to OWNER. ENGINEER will have no liability to OWNER, and OWNER agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by OWNER. Upon receipt of payment in full of all outstanding sums due from OWNER, or curing of such other breach which caused ENGINEER to suspend Services, ENGINEER will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Data Provided by Others

ENGINEER is not responsible for the quality or accuracy of data nor for the methods used in the acquisition or development of any such data where such data is provided by or through OWNER, contractor, or others to ENGINEER and where ENGINEER's Services are to be based upon such data. Such data includes, but is not limited to, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, contractor's marked-up drawings, and topographical surveys.

OWNER REVIEW

Strand Associates, Inc.®

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DRAFT**Termination**

This Agreement may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. ENGINEER will be paid for all completed or obligated Services up to the date of termination.

Third-Party Beneficiaries

Nothing contained in this Agreement creates a contractual relationship with or a cause of action in favor of a third party against either OWNER or ENGINEER. ENGINEER's Services under this Agreement are being performed solely for OWNER's benefit, and no other party or entity shall have any claim against ENGINEER because of this Agreement or the performance or nonperformance of Services hereunder.

Dispute Resolution

Except as may be otherwise provided in this Agreement, all claims, counterclaims, disputes, and other matters in question between OWNER and ENGINEER arising out of or relating to this Agreement or the breach thereof will be decided first by mediation, if the parties mutually agree, or with a bench trial in a court of competent jurisdiction within Langlade County, Wisconsin.

Terms and Conditions

The terms and conditions of this Agreement will apply to the Services defined in the **Scope of Services**. OWNER-supplied purchase order is for processing payment only; terms and conditions on the purchase order shall not apply to these Services.

IN WITNESS WHEREOF the parties hereto have made and executed this Agreement.

ENGINEER:

OWNER:

STRAND ASSOCIATES, INC.®

CITY OF ANTIGO

DRAFT**DRAFT**

Joseph M. Bunker
Corporate Secretary

Date

Mark A. Desotell, P.E.
Director of Administrative Services

Date



To: Mayor and City Council
From: Sarah Doucette, Assistant
Date: September 14, 2022
Re: Waiver of Event Fee and Insurance Requirement for AVAIL Fundraiser Event at Peaceful Valley Park that was held on September 3, 2022

Request to waive the event fee and insurance requirement for the AVAIL Fundraiser Event at Heinzen Peaceful Valley Pavilion that was held on September 3, 2022.

Waiver Request Application Form

Event, Parade, Insurance, Shelter or Street Use

Recurring Annual Events

Any group holding a recurring annual event is required to have their waiver requests submitted 60 days in advance of the event.

Please Note: Submission requests not meeting the above requirement will not be considered for waiver of fees or insurance.

New Events

Any groups requesting waivers, for first time events should request waivers 2 months in advance of the requested date to ensure review by the appropriate committees.

1. Name of group/organization/individual) requesting wavier(s):

AVAIL, Inc

2. The following waivers are being requested and submitted for consideration (Please check all that apply):

- ☒ **Shelter / Concession Reservation Fee** (\$40.00 / \$50.00 Resident or \$60.00 / \$75.00 Non-Resident) – Please include completed Shelter Reservation Form with Waiver Application if you plan on reserving a City Shelter, Pavilion, or Park.
- ☒ **Special Event/Parade Fee** (\$25.00) – Please include completed permit with Waiver Application if you plan on hosting an event on City Property or you plan on inviting the public to your event.
- ☐ **Street Use** (\$25.00) – Please include completed permit with Waiver Application if you plan on closing or restricting access to any streets.
- ☐ **Insurance** – If you are not requesting an insurance waiver please include insurance with application
- o Insurance documentation must be on file with the City of Antigo prior to the event date
 - o The City of Antigo must be listed as additional insured
 - o \$1,000,000 general liability coverage is required
 - o The above insurance information may be found within Article XI. Special Event/Parade Ordinance Sec. 18-433. Insurance Required.

**Please note an approved waiver for insurance by the City of Antigo does not cover your event/group/organization or individuals under the City of Antigo's insurance policy.*

3. Name of Event: AVAIL, Inc. Duck Derby

4. Description of Event (please attach an additional sheet if necessary):

Rubber duck race down Springbrook from dam to Heinzen Pavilion

5. How event is benefitting the community (are funds being reinvested into the community...etc):

All funds raised will benefit AVAIL which serves all of Langlade County at no cost to those in need.

6. City of Antigo services requested to assist with the event or preparation for the event (additional trash receptacles, barricades, picnic tables...etc; please note these services cannot be guaranteed) :

Signature of applicant (I agree the above information is accurate and correct to the best of my knowledge):

Melissa Cornelius

Date: 7/27/2022

For Office Use Only:

FPL: Submitted _____ PCR Submitted: _____ Council Submitted: _____
FPL: Approved _____ PCR Approved: _____ Council Approved: _____



APPLICATION FEE
\$25.00

2.3.a

CITY OF ANTIGO

APPLICATION FOR PARADE, SPECIAL EVENT, OR STREET USE PERMIT

DATE OF APPLICATION: 7/27/22 AGENT NAME: Melissa Cornelius
MUST BE AUTHORIZED TO SIGN FOR SPONSORING ORGANIZATION

MAILING ADDRESS: PO Box 355 Antigo STATE: WI ZIP: 54409

EMAIL: director@availinc.org

PHONE#: 715-216-3088 WORK/CELL NUMBER#: 715-623-5177

SPONSORING ORGANIZATION: AVAIL, Inc.

ORGANIZATION'S EXECUTIVE OFFICER: Melissa Cornelius PHONE: 715-216-3088

EVENT DATE(S): 9/3/22 START TIME: 11:00 AM PM END TIME: 4:00 AM PM

NAME OF EVENT: AVAIL, Inc. Duck Derby

REASON FOR EVENT: AVAIL Fundraiser

PERSON(S) RESPONSIBLE FOR DATE/SITE: Melissa Cornelius
Must be present at the event and on the premises for the reservation date for the duration of the event.

ANTICIPATED NUMBER OF PARTICIPANTS/ATTENDEES: _____

TYPE: ☐ Parade/Walk/Run ☒ Special Event ☐ Street Use/Closure
For each "TYPE" checked please complete the corresponding section (see below)

PARADE/WALK/RUN

ANTICIPATED NUMBER OF PARADE VEHICLES OR FLOATS: _____

ASSEMBLY POINT _____ DISBANDING POINT _____

PARADE/WALK/RUN ROUTE: _____

SPECIAL EVENT

LOCATION OR FACILITY OF EVENT: Springbrook & Heinzen Pavillion

STREET USE/CLOSURE

A PETITION FOR STREET USE MUST BE SIGNED BY AT LEAST 75% OF RESIDENTS OVER EIGHTEEN (18) YEARS OF AGE LIVING ALONG THE PORTION OF THE STREET IDENTIFIED AS THE DESIGNATED AREA FOR THE PROPOSED PERMIT AND RETURNED WITH THE COMPLETED APPLICATION AND FEE.

PURSUANT TO ARTICLE IX, ANTIGO MUNICIPAL CODE, I REQUEST A STREET USE PERMIT FOR:

THE _____ (NUMBER) HUNDRED BLOCK(S) OF _____ (STREET NAME).

REASON STREET CLOSURE IS NECESSARY: _____

Attachment: AVAIL 2022 (5709 : Waiver of Event Fee for AVAIL Fundraiser Event)

PLEASE ANSWER YES OR NO TO THE FOLLOWING:

1. ARE YOU SERVING ALCOHOLIC BEVERAGES? ☐ YES ☒ NO
YOU MUST OBTAIN A SPECIAL CLASS B LICENSE AT THE CITY CLERK'S OFFICE TO SELL FERMENTED MALT BEVERAGES
2. ARE YOU PLANNING ON PLAYING MUSIC OR USING AMPLIFICATION? ☒ YES ☐ NO
EXCESSIVE VOLUME MAY BE DISRUPTIVE TO NEARBY NEIGHBORS. PLEASE LIMIT VOLUME TO A REASONABLE LEVEL
3. WILL YOU BE WORKING WITH OUTSIDE VENDORS (I.E., BOUNCY HOUSES/CATERERS)? ☐ YES ☒ NO
PLEASE CONSULT CITY STAFF FOR GUIDELINES IF YOU ARE HIRING OUTSIDE VENDORS

RULES & REGULATIONS

1. You are required by state law to provide sufficient containers to separate recyclable materials from trash at parade and special event locations.
2. Throwing candy, toys, souvenirs, etc., from moving parade vehicles is prohibited. Please distribute items by walking along parade route.
3. Operators of all parade units, regardless of power, shall be a minimum of 16 years of age.
4. Any damage to parking lots, streets, etc. will be billed to the applicant. (i.e. tent stakes in blacktop, etc.)

REQUESTED CITY SERVICES

- PLEASE NOTE THE REQUESTED CITY SERVICES ARE NOT GUARANTEED
- IT IS YOUR RESPONSIBILITY TO CONTACT THE APPROPRIATE DEPARTMENT

☐ TRAFFIC CONTROL

☐ BARRICADES

☒ TRASH BARRELS

☐ EMS SERVICES ON SITE

☐ OTHER; PLEASE LIST: _____

POLICE: 715.627.6411

FIRE / AMBULANCE DEPARTMENT: 715.623.3633 ext 142

PUBLIC WORKS: 715.623.4754

PARKS: 715.623.3633 ext 131

CITY OF ANTIGO INSURANCE REQUIREMENTS

1. CERTIFICATE TO BE ON FILE FOR \$1,000,000 IN GENERAL LIABILITY COVERAGE
2. THE CITY OF ANTIGO (WITH ADDRESS LISTED) MUST BE LISTED AS AN ADDITIONAL INSURED
3. A COPY OF THIS INSURANCE CERTIFICATE MUST BE INCLUDED WITH THIS APPLICATION

NAME OF YOUR LIABILITY INSURANCE CARRIER _____

☐ We request the City of Antigo waive this insurance requirement. Only the City of Antigo Common Council is empowered to grant an insurance waiver request. AN INSURANCE WAIVER DOES NOT MEAN YOU ARE COVERED UNDER THE CITY'S INSURANCE POLICY.

The applicant shall defend, indemnify and hold harmless the City, its elected or appointed officials, officers, agents, employees and volunteers, from and against all claims, demands, suits, loss, bodily injury, personal injury, death and liability, direct or indirect (including any and all costs and expenses in connection therewith), incurred by any reasons of act or omission of the applicant, its officers, agents, employees or anyone, in any way connected with the applicant's services and obligations under this agreement. This indemnification obligation shall not be limited in any way by any limitation of the amount or type of insurance carried by the applicant. Applicant agrees at its own cost, expense and risk, to defend any and all claims, actions, suits or other legal proceedings brought or instituted against the City, its directors, officers, agents, employees and volunteers or any of them, arising out of the applicants service, omissions or acts in connection with this agreement, and to pay and satisfy any resulting judgments.

BY SIGNING THIS FORM, I ACKNOWLEDGE THAT ALL ANSWERS ARE TRUE AND CORRECT. I ALSO ACKNOWLEDGE THAT I HAVE RECEIVED A COPY OF THE PARADE AND SPECIAL EVENTS OR STREET USE ORDINANCE AS APPROVED BY THE ANTIGO CITY COUNCIL.

APPLICANT'S SIGNATURE

Melissa Cornich

DATE

7/27/22



RESERVED

Park Shelter: ☐ Hudson Street ☐ Lake Park Shelter ☐ Lake Park Concession ☐ Saratoga ☐ City Park West ☐ City Park East
☐ Peaceful Valley Warming House ☐ Peaceful Valley Festival Grounds ☒ Heinzen Peaceful Valley Pavilion ☐ Little League Concession

Day and Date of Rental (Day, 00/00/0000): 9/3/2022

*** Point of Contact or Responsible Adult:** Melissa Cornelius
Must be present at the event and on the premises for the reservation date

Event Start Time: 11:00 am

Event End Time: 4:00 pm

Name/Type of Event: Duck race, food & games

Number of Participants: ?

PLEASE NOTE: There will be a **minimum fee of \$100.00 for non-emergency calls** to dispatch. Please be sure you have reviewed our park shelter information before your reservation date, and contact the caretaker at the number listed below for any issues that are non-emergency.

Special Activities or Needs (please note we cannot guarantee additional picnic tables or their placement within the park):

tables & chairs at the Pavilion

If any of the following apply you are responsible for taking the appropriate action.

Selling or Serving Beer: Yes ☒ No

Obtain a special temporary Class B license, at the City Clerk's Office, if you would like to sell or serve fermented malt beverages at a public event.

Tent with Stakes: Yes ☒ No

Ensure Diggers Hotline has been contacted prior to staking. Private lines within the park will have to be located by an electrician. You are responsible for any damage to underground utilities.

Amplification: ☒ Yes ☐ No

Excessive volume may be disruptive to nearby neighbors. Please limit volume to a reasonable level.

Outside Vendors (i.e. Bouncy Houses, Food...etc): Yes ☒ No

Please consult city staff for guidelines if you are hiring outside vendors.

Inviting the Public: ☒ Yes ☐ No

You are required to complete and file an event permit. A certificate of insurance must be on file prior to your event, with the City of Antigo listed as an additional insured, and \$1,000,000.00 general liability. If you wish to have the City of Antigo waive the insurance requirement you must complete a waiver request form, meet all necessary requirements, and submit the request to Antigo Common Council.

Shelter Rental Fee:	\$40.00 Resident / \$60.00 Non-Resident
Warming House/Lake Park Concession Rental Fee:	\$50.00 Resident / \$75.00 Non-Resident
Ball Field Rental Fee:	\$6.00 Resident / Non-Resident
Lake Park Ball Field Rental Fee:	\$7.00 Resident / Non-Resident
Peaceful Valley Festival Grounds:	\$75.00 Resident / \$100.00 Non-Resident
Heinzen Peaceful Valley Pavilion:	\$75.00 Resident / \$100.00 Non-Resident

2.3.a

CONTACT INFORMATION

Address: PO Box 355City: Antigo State: WI Zip: 54409Home Phone Number: 715-216-3088 Cell Phone Number: 715-216-3088E-mail Address: director@availinc.org

REFUND POLICY:

You may cancel your reservation 2 weeks prior to the reservation date. There will be a 25% administrative processing fee applied to qualifying reservations.
You may move your reservation date to a different day within the same calendar year with no penalty.

Whereas, the City of Antigo desires to be absolved from all responsibility for and all risk of damage or injury that may be sustained by anyone using said facilities;
Now, Therefore, in consideration of the use of said facilities, the undersigned hereby releases the City of Antigo, its agents and employees, provide defense in an event of claim and agrees to hold them harmless from any and all claims, demands, causes of action, present or future, whether known, anticipated or unanticipated, and resulting from and arising out of or incidental to the use of said facilities by the undersigned or its invitees in connection with its utilization of said facilities in any manner whatsoever.

We have read and understand the foregoing Release and Hold Harmless Agreement. We have read and understand the park policies and regulations. We accept the responsibility to maintain the facility in its proper condition and are responsible to reimburse the City of Antigo for damages done to the facility.

PLEASE NOTE:

There will be a minimum fee of \$100.00 for non-emergency calls to dispatch. Please be sure you have reviewed our park shelter information before your reservation date and contact the caretaker at the number listed for any issues that are non-emergency.

Signature: Melissa Cornelius Date: 7/27/22

Applicant must be 18 years of age or older

City of Antigo Concession Stand Agreement

Only complete if you are reserving Lake Park Concession or Peaceful Valley Warming House

Stipulations and agreements of this contract are as follows.

Please initial in each blank and comply with the following when utilizing our concession stands:

- ☐ a. Concession building, score booth and immediate surrounding area is clean and free of waste, garbage, debris, boxes, etc. at all times.
- ☐ b. If repairs are required you will be responsible for the total cost of repairs.
- ☐ c. The concession stand building will be emptied of merchandise immediately following the scheduled event.
- ☐ d. The City of Antigo is not responsible for the loss or destruction of personal items in the concession building.
- ☐ e. The building will be available to the requesting organization the day of the event.

Key or Lock Code Distribution Policies for Short Term Sign-Out (please initial next to each blank):

- ☐ 1. All keys must be checked-out at the Park, Cemetery and Recreation office during normal business hours.
- ☐ 2. No key or lock code will be issued to anyone under the age of 18.
- ☐ 3. If a key is lost or stolen or a lock code compromised, the responsible individual must notify the Park, Recreation and Cemetery office as soon as possible and no later than 3 business days.
- ☐ 4. If the lock needs to be rekeyed, the responsible individual is assessed the costs of rekeying the lock and all associated costs.
- ☐ 5. Qualifying lock codes or keys, for use of a facility, will be available the day prior to an event Monday through Saturday. If there is a Sunday event the key or lock code will be available Friday. However, you may not access the facility until the day of your reservation.
- ☐ 6. All keys must be returned the day after the event, or the Monday following a weekend event. Other return requests will be at the discretion of the Park, Cemetery and Recreation Supervisor and/or designee.
- ☐ 7. Only the City of Antigo is authorized to duplicate keys.

Please sign and return completed form with payment to:

City Hall • Park and Recreation Department
700 Edison Street • Antigo, WI 54409 • 715.623.3633 extension-154/131
www.antigo-city.org • Fax: 715.627.7099

Administrative Use Only

Facility Name: _____ Key # _____ Date Key Checked-Out: ____/____/____

Facility Name: _____ Key # _____ Date Key Checked-Out: ____/____/____



To: Mayor and City Council
From: Sarah Doucette, Assistant
Date: September 14, 2022
Re: Waiver of Event Permit Fee & Insurance for Antigo First's Party on the Ave on Sept 24, 2022

Request to waive the event permit fee and insurance requirements for the Antigo First Party on the Ave along 5th Avenue on September 24th, 2022.

CITY OF ANTIGO
APPLICATION FOR PARADE, SPECIAL EVENT, OR STREET USE PERMITDATE OF APPLICATION: 6-22-22 AGENT NAME: Gordy Neve
MUST BE AUTHORIZED TO SIGN FOR SPONSORING ORGANIZATIONMAILING ADDRESS: 710 5th Ave STATE: WI ZIP: 54409EMAIL: info@newesfloors.togo.comPHONE#: 715-623-5203 WORK/CELL NUMBER#: 715-216-4337SPONSORING ORGANIZATION: Antigo FirstORGANIZATION'S EXECUTIVE OFFICER: Gordy Neve PHONE: 715-216-4337EVENT DATE(S): 9/24/22 START TIME: _____ AM PM END TIME: 9 AM PMNAME OF EVENT: PARTY ON THE AVEREASON FOR EVENT: Bring people downtown to celebrate AntigoPERSON(S) RESPONSIBLE FOR DATE/SITE Gordy Neve
Must be present at the event and on the premises for the reservation date for the duration of the event.ANTICIPATED NUMBER OF PARTICIPANTS/ATTENDEES: 500+TYPE: ☐ Parade/Walk/Run ☒ Special Event ☒ Street Use/Closure
For each "TYPE" checked please complete the corresponding section (see below)**PARADE/WALK/RUN**

ANTICIPATED NUMBER OF PARADE VEHICLES OR FLOATS: _____

ASSEMBLY POINT _____ DISBANDING POINT _____

PARADE/WALK/RUN ROUTE: _____

_____**SPECIAL EVENT**LOCATION OR FACILITY OF EVENT: Downtown 5th Ave from Fulton → Lincoln**STREET USE/CLOSURE**

A PETITION FOR STREET USE MUST BE SIGNED BY AT LEAST 75% OF RESIDENTS OVER EIGHTEEN (18) YEARS OF AGE LIVING ALONG THE PORTION OF THE STREET IDENTIFIED AS THE DESIGNATED AREA FOR THE PROPOSED PERMIT AND RETURNED WITH THE COMPLETED APPLICATION AND FEE.

PURSUANT TO ARTICLE IX, ANTIGO MUNICIPAL CODE, I REQUEST A STREET USE PERMIT FOR:

THE 500-1100 (NUMBER) HUNDRED BLOCK(S) OF 5th Ave (STREET NAME).REASON STREET CLOSURE IS NECESSARY: Safety of pedestrians & vendors

Waiver Request Application Form

Event, Parade, Insurance, Shelter or Street Use

Recurring Annual Events

Any group holding a recurring annual event is required to have their waiver requests submitted 60 days in advance of the event.

Please Note: Submission requests not meeting the above requirement will not be considered for waiver of fees or insurance.

New Events

Any groups requesting waivers, for first time events should request waivers 2 months in advance of the requested date to ensure review by the appropriate committees.

1. Name of group/organization/individual) requesting wavier(s):

Antigo 1st

2. The following waivers are being requested and submitted for consideration (Please check all that apply):

- ☒ **Shelter / Concession Reservation Fee** (\$40.00 / \$50.00 Resident or \$60.00 / \$75.00 Non-Resident) – Please include completed Shelter Reservation Form with Waiver Application if you plan on reserving a City Shelter, Pavilion, or Park.
- ☒ **Special Event/Parade Fee** (\$25.00) – Please include completed permit with Waiver Application if you plan on hosting an event on City Property or you plan on inviting the public to your event.
- ☒ **Street Use** (\$25.00) – Please include completed permit with Waiver Application if you plan on closing or restricting access to any streets.
- ☒ **Insurance** – If you are not requesting an insurance waiver please include insurance with application
- Insurance documentation must be on file with the City of Antigo prior to the event date
 - The City of Antigo must be listed as additional insured
 - \$1,000,000 general liability coverage is required
 - The above insurance information may be found within Article XI. Special Event/Parade Ordinance Sec. 18-433. Insurance Required.

**Please note an approved waiver for insurance by the City of Antigo does not cover your event/group/organization or individuals under the City of Antigo's insurance policy.*

3. Name of Event:

Party on the Ave

4. Description of Event (please attach an additional sheet if necessary):

2nd Annual - (Rained out from June 11th)
Music, Crafters, Kids games, Cars & tractor show

5. How event is benefitting the community (are funds being reinvested into the community...etc):

Beautification of downtown

6. City of Antigo services requested to assist with the event or preparation for the event (additional trash receptacles, barricades, picnic tables...etc; please note these services cannot be guaranteed):

trash receptacles, barricades, trailer w/ table & chairs,

Signature of applicant (I agree the above information is accurate and correct to the best of my knowledge):

Date: 6-22-22

For Office Use Only:

FPL: Submitted _____ PCR Submitted: _____ Council Submitted: _____
FPL: Approved _____ PCR Approved: _____ Council Approved: _____

CITY OF ANTIGO
APPLICATION FOR PARADE, SPECIAL EVENT, OR STREET USE PERMITDATE OF APPLICATION: 4/2/22 AGENT NAME: Antigo 1st - Gordon Neve
MUST BE AUTHORIZED TO SIGN FOR SPONSORING ORGANIZATIONMAILING ADDRESS: 710 5th Ave Antigo STATE: WI ZIP: 54409EMAIL: info@nevesfloorsstogo.comPHONE#: 715-623-5203 WORK/CELL NUMBER#: 715-216-4337SPONSORING ORGANIZATION: Antigo 1stORGANIZATION'S EXECUTIVE OFFICER: Gordon Neve PHONE: 715-216-4337EVENT DATE(S): 06/11/22 START TIME: 8:00 AM PM END TIME: 10:00 AM PMNAME OF EVENT: Party on the AveREASON FOR EVENT: Annual Event - bring people downtownPERSON(S) RESPONSIBLE FOR DATE/SITE Gordon Neve
Must be present at the event and on the premises for the reservation date for the duration of the event.ANTICIPATED NUMBER OF PARTICIPANTS/ATTENDEES: 500TYPE: ☐ Parade/Walk/Run ☒ Special Event ☒ Street Use/Closure
For each "TYPE" checked please complete the corresponding section (see below)**PARADE/WALK/RUN**

ANTICIPATED NUMBER OF PARADE VEHICLES OR FLOATS: _____

ASSEMBLY POINT _____ DISBANDING POINT _____

PARADE/WALK/RUN ROUTE: _____

_____**SPECIAL EVENT**LOCATION OR FACILITY OF EVENT: 5th Avenue**STREET USE/CLOSURE**

A PETITION FOR STREET USE MUST BE SIGNED BY AT LEAST 75% OF RESIDENTS OVER EIGHTEEN (18) YEARS OF AGE LIVING ALONG THE PORTION OF THE STREET IDENTIFIED AS THE DESIGNATED AREA FOR THE PROPOSED PERMIT AND RETURNED WITH THE COMPLETED APPLICATION AND FEE.

PURSUANT TO ARTICLE IX, ANTIGO MUNICIPAL CODE, I REQUEST A STREET USE PERMIT FOR:

THE 700-900 (NUMBER) HUNDRED BLOCK(S) OF 5th Avenue (STREET NAME).

REASON STREET CLOSURE IS NECESSARY: _____

Attachment: Party 2022 (5716 : Waiver of Event Permit Fee & Insurance for Party on the Ave)



RESERVED

Park Shelter: ☐ Hudson Street ☐ Lake Park Shelter ☐ Lake Park Concession ☐ Saratoga ☐ City Park West ☐ City Park East
☐ Peaceful Valley Warming House ☐ Peaceful Valley Festival Grounds ☒ Heizen Peaceful Valley Pavilion ☐ Little League Concessor

Day and Date of Rental (Day, 00/00/0000): 09/24/2022

*** Point of Contact or Responsible Adult:** Gordon Neve

Must be present at the event and on the premises for the reservation date

Event Start Time: 1PM

Event End Time: 9PM

Name/Type of Event: Party on the Ave

Number of Participants: _____

PLEASE NOTE: There will be a **minimum fee of \$100.00 for non-emergency calls** to dispatch. Please be sure you have reviewed our park shelter information before your reservation date, and contact the caretaker at the number listed below for any issues that are non-emergency.

Special Activities or Needs (please note we cannot guarantee additional picnic tables or their placement within the park):

We would like to use the trailer with table + chairs

If any of the following apply you are responsible for taking the appropriate action.

Selling or Serving Beer: ☒ Yes ☐ No

Obtain a special temporary Class B license, at the City Clerk's Office, if you would like to sell or serve fermented malt beverages at a public event.

Tent with Stakes: Yes ☒ No

Ensure Diggers Hotline has been contacted prior to staking. Private lines within the park will have to be located by an electrician. You are responsible for any damage to underground utilities.

Amplification: ☒ Yes ☐ No

Excessive volume may be disruptive to nearby neighbors. Please limit volume to a reasonable level.

Outside Vendors (i.e. Bouncy Houses, Food...etc): Yes ☐ No

Please consult city staff for guidelines if you are hiring outside vendors.

Inviting the Public: ☒ Yes ☐ No

You are required to complete and file an event permit. A certificate of insurance must be on file prior to your event, with the City of Antigo listed as an additional insured, and \$1,000,000.00 general liability. If you wish to have the City of Antigo waive the insurance requirement you must complete a waiver request form, meet all necessary requirements, and submit the request to Antigo Common Council.

Attachment: Party 2022 (5716 : Waiver of Event Permit Fee & Insurance for Party on the Ave)

Time for vendor

Lisa 715623-7500



PETITION FOR STREET USE/CLOSURE PERMIT

We, the undersigned residents of the 600 block(s) of 5th Ave (Street / Avenue) in the City of Antigo, hereby consent to the closure of said street for recreational or business use on 09/24/22 (MM/DD/YY), between the hours of 9 (am / pm) and 9 (am / pm) for the purpose of the following:

Party on the Ave

We understand that the permit will not be granted for longer than twelve (12) hours and understand all equipment, vehicles, and other personal property will be removed from the street prior to the end of said period. We also understand we may at any time request to see a copy of the Street Use Ordinance Sec.18-321. through 18-329.

The street closure petition shall be signed by at least 75% of residents eighteen (18) years of age or older living along the portion of the street identified above, and returned with the completed application and fee in order to be considered for approval. Successful completion of the petition does not guarantee approval.

Print and Sign Name

Address

Angela Wildman	Angela Wildman	Wildman Arts	618 5th Ave, Antigo, WI
Ronald L. Boelter		607 5th Ave	605 5th Ave
Jill Hohensee	Jill Hohensee	Capital	614 5th Ave
Laura Fischer	Laura Fischer	Nature's Hair Source	602 5th Ave
Nancy J. J. J.	Nancy J. J. J.	Gypsy Lash + Spa	618 5th Ave



PETITION FOR STREET USE/CLOSURE PERMIT

We, the undersigned residents of the 780 block(s) of 5th Avenue (Street / Avenue) in the City of Antigo, hereby consent to the closure of said street for recreational or business use on 09/24/22 (MM/DD/YY), between the hours of 9 (am / pm) and 9 (am / pm) for the purpose of the following:
Party on the Ave

We understand that the permit will not be granted for longer than twelve (12) hours and understand all equipment, vehicles, and other personal property will be removed from the street prior to the end of said period. We also understand we may at any time request to see a copy of the Street Use Ordinance Sec.18-321. through 18-329.

The street closure petition shall be signed by at least 75% of residents eighteen (18) years of age or older living along the portion of the street identified above, and returned with the completed application and fee in order to be considered for approval. Successful completion of the petition does not guarantee approval.

Print and Sign Name

Holly Mevis Holly L Mevin
 Lisa Neve Lisa Neve
 Cheryl Belott Cheryl Belott
 Julie Baste Julie Baste
 Sheldon H Sheldon Hable
 Lyne Hennicks Lyne Hennicks
 Chad Matuszewski CHAD matuszewski:
 Amy Bernau Amy Bernau
 Emma Minish
 Stephanie Knopkavage
 Rebecca Mahr

Address

715 5th Ave Antigo, WI
 710 5th Ave Antigo, WI
 700 5th Ave Antigo, WI
 705 5th Ave Antigo WI
 715 5th Ave Antigo WI
 721 5th Ave Antigo
 724 5th Ave Antigo
 718 5th Ave Antigo
 725 5th Ave
 731 5th Ave
 734 5th Ave



PETITION FOR STREET USE/CLOSURE PERMIT

We, the undersigned residents of the 800 block(s) of 5th Avenue (Street / Avenue) in the City of Antigo, hereby consent to the closure of said street for recreational or business use on 09/24/22 (MM/DD/YY), between the hours of 9 (am / pm) and 9 (am / pm) for the purpose of the following:
Party on the Ave

We understand that the permit will not be granted for longer than twelve (12) hours and understand all equipment, vehicles, and other personal property will be removed from the street prior to the end of said period. We also understand we may at any time request to see a copy of the Street Use Ordinance Sec.18-321. through 18-329.

The street closure petition shall be signed by at least 75% of residents eighteen (18) years of age or older living along the portion of the street identified above, and returned with the completed application and fee in order to be considered for approval. Successful completion of the petition does not guarantee approval.

Print and Sign Name

Address

Tom Johnson	800-5th Ave
Wendy Tucker	810 5th Ave
Pamela Frei	816 5th Ave
Daniel Sokolowski	834 5th Ave
Jonis Elam	841 5th Ave
Mary Ann	837 5th Ave
Amber Burthart	835 5th Ave
Brian Glink	833 5th Ave
Carol Caffaro	831 5th Ave
Kristi Probert	827 5th Ave
Hailey Warren	823 5th Ave



PETITION FOR STREET USE/CLOSURE PERMIT

We, the undersigned residents of the 800 block(s) of 5th Avenue (Street / Avenue) in the City of Antigo, hereby consent to the closure of said street for recreational or business use on 04/24/22 (MM/DD/YY), between the hours of 9 (am / pm) and 4 (am / pm) for the purpose of the following:

Party on the Ave.

We understand that the permit will not be granted for longer than twelve (12) hours and understand all equipment, vehicles, and other personal property will be removed from the street prior to the end of said period. We also understand we may at any time request to see a copy of the Street Use Ordinance Sec.18-321. through 18-329.

The street closure petition shall be signed by at least 75% of residents eighteen (18) years of age or older living along the portion of the street identified above, and returned with the completed application and fee in order to be considered for approval. Successful completion of the petition does not guarantee approval.

Print and Sign Name

Stacy Musolf Stacy Musolf City Gas
Kelly Lallanach Kelly Lallanach Farmers

Address

809 5th Ave.
805 5th Ave



PETITION FOR STREET USE/CLOSURE PERMIT

We, the undersigned residents of the 900 block(s) of 5th Avenue (Street / Avenue) in the City of Antigo, hereby consent to the closure of said street for recreational or business use on 09/24/22 (MM/DD/YY), between the hours of 9 (am / pm) and 9 (am / pm) for the purpose of the following:
Party on the Ave

We understand that the permit will not be granted for longer than twelve (12) hours and understand all equipment, vehicles, and other personal property will be removed from the street prior to the end of said period. We also understand we may at any time request to see a copy of the Street Use Ordinance Sec.18-321. through 18-329.

The street closure petition shall be signed by at least 75% of residents eighteen (18) years of age or older living along the portion of the street identified above, and returned with the completed application and fee in order to be considered for approval. Successful completion of the petition does not guarantee approval.

Print and Sign Name

Laura Suhr / Laura Suhr
Eli Farnes / Eli Farnes
Barb Lehrer
Brendy Koltz
Michelle Montgomery

Address

918 5th Ave
924 5th AVE
904 5th AVE
911 5th Ave
902/904/907 5th Ave



PETITION FOR STREET USE/CLOSURE PERMIT

We, the undersigned residents of the 1000 block(s) of 5th Avenue (Street / Avenue) in the City of Antigo, hereby consent to the closure of said street for recreational or business use on 09/24/23 (MM/DD/YY), between the hours of 9 (am / pm) and 9 (am (pm) for the purpose of the following:
Party on the Ave

We understand that the permit will not be granted for longer than twelve (12) hours and understand all equipment, vehicles, and other personal property will be removed from the street prior to the end of said period. We also understand we may at any time request to see a copy of the Street Use Ordinance Sec.18-321. through 18-329.

The street closure petition shall be signed by at least 75% of residents eighteen (18) years of age or older living along the portion of the street identified above, and returned with the completed application and fee in order to be considered for approval. Successful completion of the petition does not guarantee approval.

Print and Sign Name

The Man Cave Anita Fischer
KEGLER'S AUTO Rick Cato
Antigo Family Chro Dr. Rindal
Antigo Auto Parts Bryan Cigo
Funtime Antigo
HXS Hoffman House LLC

Address

1022 5th Ave, Antigo
1046 5TH AVE, ANTIGO
1029 5th Ave, Antigo
1025 5th Ave Antigo
1021 5th Ave Antigo
1015 5th Ave Antigo



To: Mayor and City Council
From: Sarah Doucette, Assistant
Date: September 14, 2022
Re: Waiver of Permit Fees & Insurance Requirements for the Langlade County Historical Society/Antigo Community Theater's Cemetery Walks Sept 17 & 18, 2022

Request to waive the event permit fees and insurance requirements for the Langlade County Historical Society/Antigo Community Theater's Cemetery Walks on Sept. 17 & 18, 2022.

CITY OF ANTIGO
APPLICATION FOR PARADE, SPECIAL EVENT, OR STREET USE PERMIT

DATE OF APPLICATION: 8/15/2022 AGENT NAME: Langlade County Hist. Society
MUST BE AUTHORIZED TO SIGN FOR SPONSORING ORGANIZATION

MAILING ADDRESS: 404 Superior St. Antigo STATE: WI ZIP: 54409

EMAIL: lehse@wave.net

PHONE#: 715-627-4469 WORK/CELL NUMBER#: _____

SPONSORING ORGANIZATION: Langlade Cty Hist Soc / Antigo Community Thr

ORGANIZATION'S EXECUTIVE OFFICER: Joe Hermolin PHONE: _____

EVENT DATE(S): Sept 17 & 18 START TIME: 1⁰⁰ AM ☒ PM END TIME: 3⁰⁰ AM ☒ PM

NAME OF EVENT: Cemetery Tour

REASON FOR EVENT: _____

PERSON(S) RESPONSIBLE FOR DATE/SITE Joe Hermolin
Must be present at the event and on the premises for the reservation date for the duration of the event.

ANTICIPATED NUMBER OF PARTICIPANTS/ATTENDEES: 40 each day

TYPE: ☐ Parade/Walk/Run ☒ Special Event ☐ Street Use/Closure

For each "TYPE" checked please complete the corresponding section (see below)

PARADE/WALK/RUN

ANTICIPATED NUMBER OF PARADE VEHICLES OR FLOATS: _____

ASSEMBLY POINT _____ DISBANDING POINT _____

PARADE/WALK/RUN ROUTE: _____

SPECIAL EVENT

LOCATION OR FACILITY OF EVENT: Antigo Cemetery
City Cemetery

STREET USE/CLOSURE

A PETITION FOR STREET USE MUST BE SIGNED BY AT LEAST 75% OF RESIDENTS OVER EIGHTEEN (18) YEARS OF AGE LIVING ALONG THE PORTION OF THE STREET IDENTIFIED AS THE DESIGNATED AREA FOR THE PROPOSED PERMIT AND RETURNED WITH THE COMPLETED APPLICATION AND FEE.

PURSUANT TO ARTICLE IX, ANTIGO MUNICIPAL CODE, I REQUEST A STREET USE PERMIT FOR:

THE _____ (NUMBER) HUNDRED BLOCK(S) OF _____ (STREET NAME).

REASON STREET CLOSURE IS NECESSARY: _____

PLEASE ANSWER YES OR NO TO THE FOLLOWING:

1. ARE YOU SERVING OR SELLING ALCOHOLIC BEVERAGES? ☐ YES ☒ NO
YOU MUST OBTAIN A SPECIAL CLASS B LICENSE AT THE CITY CLERK'S OFFICE TO SELL OR SERVE FERMENTED MALT BEVERAGES AT A PUBLIC EVENT
2. ARE YOU PLANNING ON PLAYING MUSIC OR USING AMPLIFICATION? ☐ YES ☒ NO
EXCESSIVE VOLUME MAY BE DISRUPTIVE TO NEARBY NEIGHBORS. PLEASE LIMIT VOLUME TO A REASONABLE LEVEL
3. WILL YOU BE WORKING WITH OUTSIDE VENDORS (I.E., BOUNCY HOUSES/CATERERS) ☐ YES ☒ NO
PLEASE CONSULT CITY STAFF FOR GUIDELINES IF YOU ARE HIRING OUTSIDE VENDORS

RULES & REGULATIONS

1. You are required by state law to provide sufficient containers to separate recyclable materials from trash at parade and special event locations.
2. Throwing candy, toys, souvenirs, etc., from moving parade vehicles is prohibited. Please distribute items by walking along parade route.
3. Operators of all parade units, regardless of power, shall be a minimum of 16 years of age.
4. Any damage to parking lots, streets, etc. will be billed to the applicant. (i.e. tent stakes in blacktop, etc.)

REQUESTED CITY SERVICES

- PLEASE NOTE THE REQUESTED CITY SERVICES ARE NOT GUARANTEED
- IT IS YOUR RESPONSIBILITY TO CONTACT THE APPROPRIATE DEPARTMENT

☐ TRAFFIC CONTROL

☐ BARRICADES

☐ TRASH BARRELS

☐ EMS SERVICES ON SITE

☐ OTHER; PLEASE LIST: _____

POLICE: 715.627.6411

FIRE / AMBULANCE DEPARTMENT: 715.623.3633 ext 142

PUBLIC WORKS: 715.623.4754

PARKS: 715.623.3633 ext 131

CITY OF ANTIGO INSURANCE REQUIREMENTS

1. CERTIFICATE TO BE ON FILE FOR \$1,000,000 IN GENERAL LIABILITY COVERAGE
2. THE CITY OF ANTIGO (WITH ADDRESS LISTED) MUST BE LISTED AS AN ADDITIONAL INSURED
3. A COPY OF THIS INSURANCE CERTIFICATE MUST BE INCLUDED WITH THIS APPLICATION

NAME OF YOUR LIABILITY INSURANCE CARRIER _____

☒ We request the City of Antigo waive this insurance requirement. Only the City of Antigo Common Council is empowered to grant an insurance waiver request. AN INSURANCE WAIVER DOES NOT MEAN YOU ARE COVERED UNDER THE CITY'S INSURANCE POLICY.

The applicant shall defend, indemnify and hold harmless the City, its elected or appointed officials, officers, agents, employees and volunteers, from and against all claims, demands, suits, loss, bodily injury, personal injury, death and liability, direct or indirect (including any and all costs and expenses in connection therewith), incurred by any reasons of act or omission of the applicant, its officers, agents, employees or anyone, in any way connected with the applicant's services and obligations under this agreement. This indemnification obligation shall not be limited in any way by any limitation of the amount or type of insurance carried by the applicant. Applicant agrees at its own cost, expense and risk, to defend any and all claims, actions, suits or other legal proceedings brought or instituted against the City, its directors, officers, agents, employees and volunteers or any of them, arising out of the applicants service, omissions or acts in connection with this agreement, and to pay and satisfy any resulting judgments.

BY SIGNING THIS FORM, I ACKNOWLEDGE THAT ALL ANSWERS ARE TRUE AND CORRECT. I ALSO ACKNOWLEDGE THAT I HAVE RECEIVED A COPY OF THE PARADE AND SPECIAL EVENTS OR STREET USE ORDINANCE AS APPROVED BY THE ANTIGO CITY COUNCIL.

APPLICANT'S SIGNATURE Joe Humlin

DATE Aug 15 2022

Waiver Request Application Form

Event, Parade, Insurance, Shelter or Street Use

Recurring Annual Events

Any group holding a recurring annual event is required to have their waiver requests submitted 60 days in advance of the event.

Please Note: Submission requests not meeting the above requirement will not be considered for waiver of fees or insurance.

New Events

Any groups requesting waivers, for first time events should request waivers 2 months in advance of the requested date to ensure review by the appropriate committees.

1. Name of group/organization/individual requesting waiver(s):

Langlade County Historical Society / Antigo Community Theater

2. The following waivers are being requested and submitted for consideration (Please check all that apply):

- ☐ **Shelter / Concession Reservation Fee** (\$40.00 / \$50.00 Resident or \$60.00 / \$75.00 Non-Resident) – Please include completed Shelter Reservation Form with Waiver Application if you plan on reserving a City Shelter, Pavilion, or Park.
- ☒ **Special Event/Parade Fee** (\$25.00) – Please include completed permit with Waiver Application if you plan on hosting an event on City Property or you plan on inviting the public to your event.
- ☐ **Street Use** (\$25.00) – Please include completed permit with Waiver Application if you plan on closing or restricting access to any streets.
- ☒ **Insurance** – If you are not requesting an insurance waiver please include insurance with application
- Insurance documentation must be on file with the City of Antigo prior to the event date
 - The City of Antigo must be listed as additional insured
 - \$1,000,000 general liability coverage is required
 - The above insurance information may be found within Article XI. Special Event/Parade Ordinance Sec. 18-433. Insurance Required.

**Please note an approved waiver for insurance by the City of Antigo does not cover your event/group/organization or individuals under the City of Antigo's insurance policy.*

3. Name of Event: Cemetery Tour

4. Description of Event (please attach an additional sheet if necessary):

Guided walk through City Cemetery with reenactors telling stories related to local history.

5. How event is benefitting the community (are funds being reinvested into the community...etc):

Creating awareness of Antigo's past
Any profits benefit the museum & theater group

6. City of Antigo services requested to assist with the event or preparation for the event (additional trash receptacles, barricades, picnic tables...etc; please note these services cannot be guaranteed):

Signature of applicant (I agree the above information is accurate and correct to the best of my knowledge):

Joe Kowalski

Date: Aug 15 2022

For Office Use Only:

FPL: Submitted _____ PCR Submitted: _____ Council Submitted: _____
FPL: Approved _____ PCR Approved: _____ Council Approved: _____

