

CITY OF ANTIGO
FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE
MINUTES OF MEETING HELD
SEPTEMBER 18, 2019

Finance, Personnel, and Legislative Committee of the City of Antigo met in Regular Meeting on the above date at 6:00 PM in the Multi-Purpose Room, City Hall, Ward 4 Tom Bauknecht presiding.

Attendee Name	Title	Status	Arrived
Carol Feller Gottard	Ward 5	Present	
Bill Brandt	Mayor	Absent	
Tim Kassis	Ward 3	Present	
Tom Bauknecht	Ward 4	Present	
Glenn Bugni	Ward 7	Absent	
Reinhardt Balcerzak	Ward 8	Present	

Others in attendance: Jon Petroskey, Fire Chief; Mark Destoell, Director of Administrative Services; Kaye Matucheski, Clerk-Treasurer/Finance Director; and Jaime Horswill, Lead Office Assistant.

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

1. Approval of the Minutes from the August 14 and 21, 2019 Meetings

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Carol Feller Gottard, Ward 5
AYES:	Carol Feller Gottard, Tim Kassis, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Bill Brandt, Glenn Bugni

2. Hurricane Irma Reimbursement

Jon Petroskey, Fire Chief, submitted a memo indicating that the City of Antigo has been part of the State of Wisconsin Emergency Management Structural Collapse Team since 2004. The Collapse Team continues to evolve and responds to disasters throughout the United States. Back in September 2017, the team was activated for Hurricane Irma in Florida. As part of the old agreement, teams are reimbursed at a rate of \$45 per hour for each member and back-fill of the station if the State of Wisconsin is reimbursed from the requesting agency. The total invoice sent to the State of Wisconsin was \$5,859.75 for the Florida Irma response and the City received a check for \$3,869. This leaves the City of Antigo with a \$1,990.75 write-off as Florida deemed the back-fill expense not eligible for reimbursement.

Currently the 14 departments involved with the State of Wisconsin Collapse Rescue Team have let the contract expire (June 30, 2019) as they continue to have concerns with the contract as written. To make the changes the State Fire Chiefs' Association is working with several legislators to make changes to the State Statute so the contracts can be re-written to make the 14 municipalities whole in these situations. Chief Petroskey anticipates the new contract to be ready sometime in November.

Chief Petroskey is requesting approval to write-off \$1,990.75 from the invoice with the State of Wisconsin Department of Military Affairs, Emergency Management.

Chief Petroskey advised that the new contract that is being worked on will include the State of Wisconsin paying the municipalities within 90 days and if there are any non-reimbursements, the State would take the loss not the municipalities.

Upon inquiry by Alderperson Bauknecht, Chief Petroskey indicated that all other invoices since that time have been paid in full.

Chief Petroskey indicated that since the City of Antigo has been involved in the Collapse Team, it is in the black financially. Besides the financial aspect, there is a lot of training that is received and brought back to the department.

Motion to approve the write-off of \$1,990.75 from the invoice with the State of Wisconsin Department of Military Affairs, Emergency Management as requested.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 10/9/2019 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Tim Kassis, Ward 3
AYES:	Carol Feller Gottard, Tim Kassis, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Bill Brandt, Glenn Bugni

3. Approval of Increase of Vacation Time for Director of Administrative Services

Mayor Brandt provided a memo advising that in September 2012 Mark Desotell was hired as the Director of Administrative Services. At the time of contract negotiations with Mr. Desotell, he had asked for more vacation time than the three weeks he was granted. At the time this was done there was concern about how long Mr. Desotell would stay with the City and he was told that the City would revisit the vacation amount after a couple years if he was still here. It will now be seven years and Mayor Brandt believes Mr. Desotell is more than overdue in consideration of his vacation time. Mayor Brandt recommends four weeks of vacation as of January 1, 2020 and five weeks of vacation as of January 1, 2023.

Mr. Desotell inquired if this increase should be effective on his anniversary date of September 4th rather than the calendar date of January 1st as vacation time goes by anniversary dates not calendar dates.

Kaye Matucheski, Clerk-Treasurer/Finance Director, noted that she recommends using his anniversary date as it will be difficult to track using calendar dates.

Motion to approve an increase in Mark Desotell's vacation to four weeks as of September 4, 2019 and five weeks as of September 4, 2022.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 10/9/2019 6:00 PM
MOVER:	Tim Kassis, Ward 3
SECONDER:	Tom Bauknecht, Ward 4
AYES:	Carol Feller Gottard, Tim Kassis, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Bill Brandt, Glenn Bugni

4. Consideration of Recommended 2020 Cost of Living Increase for Exempt and Non-Represented Employees

Mr. Desotell provided a memo indicating that the 2020 budget document presented to Committee of the Whole on September 11, 2019 included the budgetary projections resulting from a recommended salary increase of 2.5% for all exempt and non-represented employees. This recommendation is consistent with the 2020 increase for the City's represented Police Officers which was established through collective bargaining at a rate of 2.5% for 2020 as well. The initial interest based bargaining session with the City's represented Firefighters is set for September 17, 2019. Staff continues to maintain the respect of their peers and consistently deliver quality services to the citizens of Antigo. They diligently work to control expenditures

while striving to deliver expected services within identified budgetary constraints. These strengths are demonstrated by their daily accomplishments, by their commitment to long-standing programs and by being respectful representatives of the City of Antigo. As such, he is appreciative of their support and proud of their accomplishments. Committee's concurrence in a recommended cost-of-living wage increase of 2.5% will serve to recognize their efforts while solidifying their continued commitment towards being positive representatives of the City of Antigo.

Mr. Desotell advised that the City has reached a tentative agreement with the Firefighter's Union.

Motion to approve a 2.5% cost-of-living increase effective for the first payroll of January 2020 for exempt employees including the City Attorney and Assistant City Attorney as presented and effective January 1, 2020 for non-represented employees.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 10/9/2019 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Tim Kassis, Ward 3
AYES:	Carol Feller Gottard, Tim Kassis, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Bill Brandt, Glenn Bugni

5. Accept Payment Plan for the Equity in the House at 827 Pine Street Toward the Existing Block Grant and Authorize Writing Off the Remaining Balance

Kaye Matucheski, Clerk-Treasurer/Finance Director, provided a memo noting that the city currently has a Block Grant loan on the house at 827 Pine Street in the amount of \$24,877. The property owner has been moved to assisted living and the daughter is looking to purchase the home. In order to do this, the City would need to consider allowing a payment plan for part of the equity in the home and writing off the Block Grant balance. The financial institution that will be lending the daughter the money to buy the house had an appraisal that came back at \$32,500. The realtor who has had the house listed on the open market does not believe the home would sell for more than \$33,000. CoVantage is willing to loan the daughter \$26,500 with a gift of equity from the mother of \$6,500. Originally, they asked for the entire Block Grant to be written off. However, the Block Grant would need to be paid the \$6,500 as that is the equity in the home.

The new owner is willing to make monthly payments at 4% interest for 15 years (based on other loan arrangements) for the \$6,500. They are then asking for the balance of the Block Grant in the amount of \$18,377 be written off. With this arrangement, the original mortgage would be satisfied and a new mortgagee, second to CoVantage, would be drafted. Ms. Matucheski recommends approving this arrangement as the alternative would be CoVantage would foreclose on the house and the Block Grant would not receive any funds.

Motion to approve allowing a payment plan for \$6,500 at 4% interest for 15 years for the Block Grant at 827 Pine Street and further writing off the balance of \$18,377 as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 10/9/2019 6:00 PM
MOVER:	Tim Kassis, Ward 3
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Carol Feller Gottard, Tim Kassis, Tom Bauknecht, Reinhardt Balcerzak
ABSENT:	Bill Brandt, Glenn Bugni

Any Other Matters Authorized by Law to be Considered

None

Adjournment

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

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

Tom Bauknecht, Chairperson

Date