CITY OF ANTIGO

FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE MEETING

MULTI-PURPOSE ROOM	**Wednesday, October 19, 2022**
CITY HALL, 700 EDISON STREET	**6:00 PM**

Call to Order

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

1. Approval of the Minutes from the August 17, September 14 and 21, 2022 Meetings
2. Building Permit Fee Waivers for Habitat for Humanity
3. Approving Fireworks Country and Funding for 2023 Fourth of July Celebration in the Amount of $13,000
4. Provide Ambulance Service to the Town of Norwood
5. No Changes Recommended for the Sanitary Sewer Rates and a 4% Increase for Each of Five Years for Storm Water Rates
6. Additional Undesignated Fund Balance Does Not Need to be Applied to the 2023 Budget (information only)
7. Safer Community Funds Request for approval to sign Memorandum of Understanding with Wisconsin Department of Administration
8. 2023 Delta Dental Insurance Renewal Rates and Recommended Changes to Coverage
9. 2023 Health Insurance Renewal Premiums, Stop Loss Coverage, and Administrative Fees
10. Recommended Wage Increase for the Working Supervisor Position in Parks/Recreation/Cemetery & Street Departments and Compensation for their Replacement Personnel when Absent from Duties for 40 Hours or More
11. Consideration of a 2% Cost of Living Wage Increase in 2023 for Exempt Employees including the City Attorney and Assistant City Attorney with a 3% Cost of Living Wage Increase for Non-Exempt/Non-Represented Full-Time, Year-Round Part-time and Seasonal Employees

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: October 13,2022 BILL BRANDT

"Antigo Area on the go"

To: Mayor and City Council
From: Beth McCarthy, Civil Technician-Assistant Building Inspector
Date: October 19, 2022
Re: Building Permit Fee Waivers for Habitat for Humanity

2022/2023 Habitat for Humanity Project

- Habitat for Humanity is a global nonprofit housing organization that has served the City of Antigo community for more than 15 years.
- This project is located at 1203 Plattsburg Street
- Construction will include; house remodel, new electrical, new plumbing, new hvac, detached garage, and deck
- The work will be completed by a mix of licensed contractors, including the general contractor, and volunteers
- The City will supply the building inspections

Requested Fee Waivers

- Requested total permit fees to be waived, not to exceed $373.44

"Antigo Area on the go"

To: Mayor and City Council

From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor

Date: October 19, 2022

Re: Approving Fireworks Country and Funding for 2023 Fourth of July Celebration in the Amount of $13,000

The City of Antigo is committed to having a Fourth of July fireworks celebration, and earmarks 20% of the Hotel/Motel tax for economic development, which is a good use of these funds.

Fireworks Country from Wittenberg is able to provide a show on the Fourth of July and meet the necessary insurance requirements, and also created a dynamic and well received display in 2022 as well as accommodating a reschedule date.

I am requesting that the City of Antigo shall utilize $9,500 from the Economic Development portion of Hotel/Motel tax funds and $3,500 from the general operating celebrations fund for a total contract of $13,000 with Fireworks Country to conduct the fireworks show for 2023.

Antigo
"Antigo Area on the go"

To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: October 19, 2022
Re: Provide Ambulance Service to the Town of Norwood

I have been approached by the Town of Norwood to provide ambulance coverage starting on January 1, 2023.

I have included an agreement that Mike Winter put together for Elcho, Evergreen, White Lake and Wolf River. The base of the contract is the same as we currently have with the 10 townships with some modification to include a five year agreement.

I have contacted the townships we currently provide ambulance coverage to and they are all good with us including Norwood to our EMS service coverage.
Feel free to contact me if you have questions.

INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION OF EMERGENCY AMBULANCE SERVICES

The undersigned, do hereby enter into the Intergovernmental Agreement for the Provision of Emergency Ambulance Services, pursuant to Section 66.0301, Wis. Stats., By and between the **CITY OF ANTIGO**, a Wisconsin Municipality, hereinafter referred to as ("CITY"), and the **TOWN OF NORWOOD,** Langlade County, Wisconsin, hereinafter referred to as ("TOWN").

1. The CITY agrees to make its ambulance service available to the TOWN for consideration hereinafter specified.
2. The TOWN agrees to enter into a five-year contract for said services, beginning January 1, 2023 and concluding December 31, 2027 The TOWN agrees to remit annual payments to the CITY based on the fee structure listed below.

2023– $

This agreement shall automatically renew for an additional one year on the same terms and conditions unless one party gives the other written notice by January 1, 2027 of its desire not to renew.

3. The Annual payment for the TOWN will be calculated off the average per-capita cost to the initial 10 towns listed below in (11).
4. Annual payments shall be made in two (2) equal installments, with the first payment due not later than January 31 of each year and the second payment shall be due not later than July 31 of each respective year, or as negotiated otherwise.
5. In addition to the retainer fee, those TOWN residents using the ambulance service shall receive an invoice for services rendered from the CITY. Said billing shall be comprised of the base ambulance rate (Basic Life Support or Advanced Life Support), transport mileage, and miscellaneous supplies used to provide necessary patient care to the user.
6. It is understood by both parties that the CITY does not, by this agreement, make any representations as to the effectiveness of its equipment or personnel in performing the service hereby contracted for and that the service has been offered at the request of the TOWN as a substitute for the TOWN furnishing its own service.
7. The CITY agrees to transport the sick and injured to a hospital based upon the decision of an Emergency Medical Technician (EMT) as determined by the patient's condition, or as directed by a licensed physician under emergency conditions.

8. The Town agrees to respond with extrication equipment to the scene of an automobile accident.

9. All areas within the TOWN shall be adequately signed (addressed) and maps shall be provided to the Antigo Fire Department at the expense of the TOWN.

10. The CITY shall at all times during the term of this agreement carry and maintain insurance as follows:

(a) A Worker's Compensation insurance policy protecting the parties hereto for loss or damage because of liability that may be incurred by the CITY, it's agents or liabilities shall be imposed under the Wisconsin Worker's Compensation Act with a limit of liability as provided by law.

(b) A comprehensive general liability insurance policy protecting the parties hereto and their agents and assigns from loss or damage of liability that may be incurred by the parties hereto or either of them in the performance of this Agreement when such liability is imposed as a result of premises/operations, products and completed operations, employees as additional insured, personal injury, fire, legal liability, blanket contractual liability, broad from damage, and professional liability (malpractice) injury to or death of a person or persons. Such policy shall provide for a combined single limit of liability of not less than $2,000,000.

(c) A comprehensive automobile insurance policy on all vehicles used in the process of complying with this Agreement with liability limits of not less than $1,000,000 as a combined single limit;

(d) Certificates evidencing that such insurance contracts have been issued and that the premiums due thereon have been paid shall be deposited with the TOWN at the time of the execution of this Agreement. All of said policies shall be so issued that they will inure to the benefit of the TOWN and its agents and CITY and its agents and that coverage shall be included for individuals who are licensed EMT's or certified First Responders and who act in concert and with the approval of CITY in the course of rendering services under this Agreement as such interests may appear, and shall be issued by a company or companies licensed to do business in Wisconsin. The TOWN shall be named as an additional insured on each Certificate, except Worker's Compensation, with CITY to provide proof of Worker's Compensation to the TOWN. Each Certificate shall provide that the insurer will endeavor to mail written notice of cancellation to the TOWN within ten (10) days.

(e) CITY agrees to indemnify the TOWN against and save it harmless from any and all claims, demands, lawsuits or liability, loss, damage, injury, or death costs and expenses however arising from or in connection with the existence, maintenance, operation or use of said ambulance or ambulance service or the negligence of the operation thereof.

(f) The following is a summary of the insurance coverage CITY shall maintain:

Worker's Compensation:	$100,000 Liability
	$100,000 Per/Accident
	$100,000 Per Employee Disease
Liability Insurance:	$2,000,000 Aggregate
Vehicle Liability (Auto):	$1,000,000 Liability

11. The initial startup TOWN(s) (i.e. Ackley, Antigo, Neva, Peck, Polar, Price, Rolling, Summit, Upham and Vilas) shall be covered by the terms of this Agreement. Any additional TOWN wishing to be considered for entering into this Agreement, shall

have their request for service reviewed by the CITY/TOWN Ambulance Committee.

12. This Agreement contains all the promises and covenants by and between the parties.

Dated this ____ day of ___________, 20___

CITY OF ANTIGO

BY:_______________________

Bill Brandt, Mayor

BY:____________________

Kaye Matucheski, Clerk

Dated this ____ day of ___________, 20___

TOWN OF NORWOOD

BY:_______________________

(Print)______________________, Chairman

BY:_______________________

(Print) ______________________, Clerk

Antigo
"Antigo Area on the go"

To: Mayor and City Council

From: Kaye Matucheski, Clerk-Treasurer/Finance Director

Date: October 19, 2022

Re: No Changes Recommended for the Sanitary Sewer Rates and a 4% Increase for Each of Five Years for Storm Water Rates

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The City recently contracted with Ginny Hinz of Onward Consulting to conduct rate studies for our utilities. The studies for the sanitary sewer and storm sewer are complete. After reviewing the information, the consultant is recommending no increase in the sanitary sewer rates at this time. There is sufficient cash flow to cover the projected expenditures.

For the storm sewer, there has not been a rate change since the utility was formed in 2010. The consultant is recommending a 4% increase each year for the next five years. This increase would result in an annual increase of $1.68 ($0.14 per month) for a residential property. This increase takes into consideration the projects that are planned for the next few years.

For an change to the water rates, a case has to be submitted to the Public Service Commission (PSC) for review and then a hearing has to be held. The PSC sets the rates based on the application submitted. This will not be submitted until early in 2023 to allow staff time to complete the necessary work for a water rate increase as the end of the year is a very busy time.

If the Committee concurs, the storm sewer rate change will be forwarded to Council for approval in November. The resolution will include the recommendation for no sanitary sewer rate change at this time.

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

Antigo
"Antigo Area on the go"

To:	Mayor and City Council
From:	Kaye Matucheski, Clerk-Treasurer/Finance Director
Date:	October 19, 2022
Re:	Additional Undesignated Fund Balance Does Not Need to be Applied to the 2023 Budget (information only)

During the 2023 preliminary budget meeting I had indicated that an additional $450,000 would be needed from the fund balance to maintain services as they are currently. This $450,000 is not needed now that final numbers are known.

This is an informational item only as there was a note in the 2023 Budget Overview that additional action would be needed for this item so I wanted to include it on the agenda to create a record of why it was not acted on.

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

Antigo
"Antigo Area on the go"

To: Mayor and City Council

From: Dan Duley, Police Captain

Date: October 19, 2022

Re: Safer Community Funds Request for approval to sign Memorandum of Understanding with Wisconsin Department of Administration

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In March 2022, Governor Evers announced a $50 Million investment in Safer Communities across Wisconsin for local and tribal law enforcement agencies. The award for the Antigo Police Department is $22,152.58.

The Wisconsin Department of Administration is administering the grant for Wisconsin and requires and Memorandum of Understanding (MOU) to be signed by each local law enforcement agency. I have attached a copy of the MOU for your review.

The Memorandum of Understanding was reviewed by City Attorney Mike Winter with no objections to the Memorandum of Understanding.

I am looking for a motion and acceptance to sign the Memorandum of Understanding on behalf of the Antigo Police Department to submit expenditure reimbursement request to the Wisconsin Department of Administration.

MEMORANDUM OF UNDERSTANDING
REGARDING USE OF ARPA FUNDS

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made and entered into by and between the Wisconsin Department of Administration ("DOA"), whose principal business address is 101 East Wilson Street, Madison, WI 53703 and the undersigned tribal or local law enforcement agency ("LEA" or "Grantee"), whose address is identified below.

WHEREAS, the United States Department of the Treasury ("Treasury Department") has distributed to DOA funds ("ARPA Funds") from the Coronavirus State Fiscal Recovery Fund pursuant to 42 U.S.C. § 802, as added by section 9901 of the American Rescue Plan Act of 2021 ("ARPA"); and

WHEREAS, DOA is administering such funds through a variety of programs and initiatives; and

WHEREAS, a rule issued by the U.S. Treasury Department, which took effect on April 1, 2022 (the "Final Rule"), outlines the eligible uses of ARPA funds to include the provision of government services; and

WHEREAS, the program outlined by this MOU constitutes the provision of government services within the meaning of the Final Rule;

NOW, THEREFORE, DOA and Grantee agree that DOA shall grant, and Grantee may utilize, certain ARPA Funds, which constitutes direct assistance to Grantee as a beneficiary under the Final Rule, defined in the Program Schedule pursuant to the terms and conditions set forth in this MOU.

The term of this MOU will run from the Effective Date until the expiration of the Program outlined in the Program Schedule.

The person(s) signing this MOU on behalf of Grantee certifies and attests to having full and complete authority to bind Grantee, on whose behalf they are executing this document.

IN WITNESS WHEREOF, DOA and Grantee have fully executed this MOU as of the date of Grantee's signature below ("Effective Date").

DEPARTMENT OF ADMINISTRATION	**GRANTEE**
DS ah — DocuSigned by: CP 3A18DCC5BFAD42D...	______________________________
Chris Patton	Name: ______________
Deputy Secretary	Title: ______________
Department of Administration	Agency: ______________
Dated: 8/16/2022 | 12:54 PM CDT	Dated: ______________

Federal Award Identification Number: N/A
CFDA #: 21.027, Coronavirus State and Local Fiscal Recovery Funds
Federal Awarding Agency: Department of the Treasury

GENERAL TERMS

ARTICLE 1. ALLOCATION AMOUNT AND PERMISSIBLE USES OF FUNDS

The amount of ARPA Funds allocated to Grantee pursuant to this MOU and the purposes for which they may be used are set forth in the relevant Program Schedule. DOA's contribution to the total cost of eligible expenditures reported by a Grantee under this MOU shall not exceed the amount set forth in the relevant Program Schedule. DOA shall not reimburse any costs that are not eligible for reimbursement under ARPA or rules, regulations, or guidance promulgated to implement ARPA.

ARTICLE 2. PAYMENT

Reimbursements shall be made as provided in the relevant Program Schedule. Grantee is solely responsible for demonstrating that expenditures submitted for reimbursement meet the eligibility requirements set forth in the relevant Program Schedule, and for ensuring that any funds disbursed to Grantee are allocated within the Grantee's affiliated local or Tribal government in accordance with any applicable local or Tribal requirements.

ARTICLE 3. REPORTING

Grantee shall provide DOA with all information necessary to comply with all requirements of the Treasury Department and other federal agencies regarding reporting of the uses of ARPA Funds. Grantee will also provide DOA with all information necessary to accomplish any public transparency reporting or Grantee monitoring that DOA deems necessary. Further reporting requirements are outlined in the Program Schedule.

ARTICLE 4. APPLICABLE LAWS, RULES, AND REGULATIONS

This MOU shall be governed by the laws of the State of Wisconsin and the laws of the United States, including without limitation ARPA, the Final Rule, and all other rules and regulations promulgated to implement ARPA. Grantee shall be responsible for ensuring that its uses of the ARPA Funds allocated to it under this MOU comply with all applicable laws, rules, and regulations.

ARTICLE 5. NONDISCRIMINATION AND AFFIRMATIVE ACTION REQUIREMENTS

In connection with the performance of work under this MOU, Grantee agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in Wis. Stat. s. 51.01 (5), sexual orientation or national origin except as otherwise permitted by law. This is with respect to, but is not limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, Grantee further agrees to take affirmative action to ensure equal employment opportunities. Grantee agrees to post in conspicuous places, available for employees and applicants for employment, notices required by law.

Pursuant to 2019 Wisconsin Executive Order 1, Grantee agrees it will hire only on the basis of merit and will not discriminate against any persons performing a contract, subcontract or grant because of military or veteran status, gender identity or expression, marital or familial status, genetic information or political affiliation.

Failure to comply with the conditions of this article may result in the declaration of Grantee ineligibility, the termination of this MOU, or the withholding of funds.

ARTICLE 6. COMPLIANCE BY THIRD-PARTY RECIPIENTS OF FUNDS

If, and to the extent that, the Program Schedule allows Grantee to award funds to third parties, Grantee shall be responsible for ensuring that any third party receiving funds pursuant to the Program complies with all laws, rules, and regulations applicable to the use of those funds by the third party.

ARTICLE 7. SUBLET OR ASSIGNMENT OF DUTIES

Grantee shall not sublet or assign all or any part of Grantee's duties or rights under this MOU without prior written approval of DOA.

ARTICLE 8. REIMBURSEMENT OF FUNDS

Grantee shall return to DOA any funds paid to Grantee in excess of the amount allocated pursuant to this MOU. If Grantee fails to return excess funds, DOA may deduct the appropriate amount from subsequent payments due to Grantee from DOA. DOA also reserves the right to recover such funds by any other legal means.

Grantee shall be responsible for reimbursement to DOA for any disbursed funds DOA determines have been misused or misappropriated. Any reimbursement of funds required by DOA shall be due upon DOA's written demand to Grantee.

ARTICLE 9. INDEMNIFICATION

In carrying out the provisions of this MOU or in exercising any power or authority contracted to Grantee thereby, there shall be no personal liability upon the State, it being understood that in such matters the Division and the Department act as agents and representatives of the State.

Grantee shall indemnify and hold harmless the State and all of its officers, agents and employees from all suits, actions or claims of any character brought for or on account of any injuries or damages received by any persons or property resulting from the operations of Grantee, or of any of its agents or sub-Grantees, in performing work under this MOU.

Grantee shall indemnify and hold harmless the State and all of its officers, agents and employees from all suits, actions or claims of any character brought for or on account of any obligations arising out of agreements between Grantee and third parties to perform services or otherwise supply products or services. Grantee shall also hold the State harmless for any audit disallowance related to the allocation of administrative costs under this MOU, irrespective of whether the audit is ordered by a federal or state agency or by a court.

ARTICLE 10. FINANCIAL MANAGEMENT

Grantee's chart of accounts and accounting system shall permit timely preparation of reports of expenditures as required by DOA.

Records shall be maintained for a period of not less than five years unless the Program requirements are longer.

ARTICLE 11. CONFLICTS OF INTEREST AND ETHICS

No person who is an employee, agent, consultant, or officer of Grantee, or an elected or appointed official, and who exercises or has exercised any functions or responsibilities with respect to activities supported by and described in this MOU, or who is in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a personal or financial interest or benefit from the activity, or have an interest in any agreement or subcontract with respect thereto or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure. Receipt of earnings from Grantee by employees of Grantee shall not be considered a conflict of interest, but otherwise employees of Grantee shall be fully bound by the requirements of this Article. Upon request, DOA can make exceptions to this requirement after full disclosure and where DOA determines that such exception is in the best interests of the State and is not contrary to state or federal laws.

Grantee agrees to disclose to DOA in writing any potential conflict of interest affecting the awarded funds so it can determine its own disclosure obligations to the Treasury Department in accordance with Treasury Department policy.

Grantee, its agents and employees shall observe all relevant provisions of the Ethics Code for Public Officials under Wis. Stat. ch. 19, subch. III, and the State Employee Code of Ethics, Wis. Admin. Code Ch. ER-MRS 24.

ARTICLE 12. TERMINATION OF AGREEMENT

DOA may terminate this MOU at any time with or without cause by delivering notice to Grantee.

ARTICLE 13. AMENDMENT

This MOU may be amended by mutual consent of the parties. Amendments shall be in writing and signed by the parties. Changes to the amount of funds allocated under this MOU or the purposes for which those funds may be used may be documented by amending the relevant Program Schedule.

ARTICLE 14. SEVERABILITY

If any provision of this MOU shall be adjudged to be unlawful, then that provision shall be deemed null and void and severable from the remaining provisions and shall in no way affect the validity of this MOU.

ARTICLE 15. SURVIVAL OF REQUIREMENTS

Unless otherwise authorized in writing by DOA, the terms and conditions of this MOU shall survive the Performance Period and shall continue in full force and effect until Grantee has completed and is in compliance with all the requirements of this MOU.

ARTICLE 16. EXAMINATION OF RECORDS

DOA, or any of its authorized representatives, shall have access to and the right at any time to examine, audit, excerpt, transcribe, and copy on Grantee's premises any directly pertinent records and computer files of Grantee involving transactions relating to this MOU. If the material is held in an automated format, Grantee shall provide copies of these materials in the automated format or such computer file as may be requested by DOA. Such material shall be retained until such time as DOA notifies otherwise.

This provision shall also apply in the event of cancellation or termination of this MOU. Grantee shall notify DOA in writing of any planned conversion or destruction of these materials at least 90 days prior to such action. Any charges for copies provided by Grantee of books, documents, papers, records, computer files or computer printouts shall not exceed the actual cost thereof to Grantee and shall be reimbursed by DOA.

ARTICLE 17. LOBBYING

Funds provided to Grantee pursuant to this MOU may not be used to influence federal contracting or financial transactions.

PROGRAM SCHEDULE
TRIBAL AND LOCAL LAW ENFORCEMENT AGENCY INITIATIVE

This Program Schedule outlining the Tribal and Local Law Enforcement Agency Initiative (the "Program") is attached to and incorporated into the Memorandum of Understanding Regarding Use of ARPA Funds ("MOU") between DOA and Grantee.

Award Amounts and Permissible Uses:

Program: Tribal and Local Law Enforcement Agency Initiative

Award Amount: Each tribal and local law enforcement agency in the State of Wisconsin (referred to herein as "LEAs" or "Grantees") has been allocated a certain sum (its "Allocation") based on the size of the population it serves, with an add-on for LEAs serving communities where violent crime exceeds the state average. The Allocation for each LEA is available on the program website (https://doa.wi.gov/Pages/LocalGovtsGrants/leagrant.aspx) and incorporated by reference herein.

Program Duration: An LEA may use its Allocation to reimburse eligible expenditures incurred **between March 15, 2022 and June 30, 2023.** Expenditures incurred outside that time window are not eligible for reimbursement under this Program. For purposes of this Program, an expenditure is not "incurred" until the LEA or its affiliated Tribal or local government has paid it.

How it Works: During a quarterly Reporting Period, an LEA may draw down its Allocation and receive allocated funds by reporting eligible expenditures for reimbursement through the Program's online reporting system. DOA will process these submissions and reimburse each LEA's reported eligible expenditures from the remaining balance of its Allocation. The first Reporting Period is expected to occur during a two-week period in September 2022; they will occur on a quarterly basis thereafter until the completion of the Program.

> *Example:* An LEA has a $20,000 allocation. During the September 2022 Reporting Period, it uses the online reporting system to report $8,000 in eligible expenditures incurred since March 15, 2022. DOA processes the reimbursement request and pays $8,000 to the LEA, leaving $12,000 in the LEA's Allocation. In the next quarterly Reporting Period, the LEA submits another $7,000 in eligible expenditures. Those eligible expenditures are again processed and reimbursed, leaving the LEA with $5,000 of its Allocation remaining to reimburse expenditures reported in subsequent Reporting Periods.

Permitted Uses of Funds: The Program is intended to provide LEAs with additional resources to help offset certain costs associated with hiring, training, testing, and equipping law-enforcement officers, as well as updating certain technology and policies and implementing new crime-reduction initiatives. The following expenditures are eligible for reimbursement under the Program, subject to the limitations set forth in the MOU, this Program Schedule, and applicable state and federal law:

1. **Recruitment incentives.** The Program will reimburse the costs of certain financial incentives to recruit new officers, jail personnel, and dispatchers (referred to collectively below as "new hires"), as follows:
    - **a.** The costs of a new hire's academy or other formal preparatory training, to the extent the new hire's training costs are reimbursed by the LEA following acceptance of employment.
    - **b.** A signing bonus of up to $2,000 for each new hire.
    - **c.** For each new hire whose most recent employer was an out-of-state governmental agency, an additional bonus of up to $500 for each year of relevant out-of-state experience as a law enforcement officer, jailer, or dispatcher, up to an additional $2,000. Thus, for a new hire from an out-of-state law governmental agency with four or more years' relevant experience, this Program will reimburse the cost of providing a signing bonus of up to $4,000.

Each new hire who receives recruitment incentives that are reimbursed through this Program must provide the LEA with a written statement affirming that the new hire intends to complete at least three years' continuous employment with the LEA. The LEA is responsible for collecting and maintaining those statements; it does not need to provide copies of those statements when making reimbursement requests unless specifically requested by DOA.

Each LEA is responsible for conducting appropriate background checks on employment candidates. New hires with a record of misconduct are not eligible to receive recruitment incentives that are reimbursed through this Program.

2. **Medical testing.** The Program will reimburse the costs of job-related medical testing of officers, including physical examinations, hearing tests, drug tests, pre-employment psychological examinations, and other medical testing.

3. **Training.** The Program will reimburse the costs of providing training to help reduce violence and improve community safety, including programs to train officers in any of the following subject areas:
    - **a.** Crisis intervention, including training for interactions with individuals suffering from mental illness and addiction.
    - **b.** Resiliency and suicide prevention.
    - **c.** Use-of-force options and de-escalation tactics, including scenario-based training aimed at stabilizing potentially dangerous situations to allow more time and options for safe resolution.
    - **d.** Implicit bias.
    - **e.** "Active bystander" training.
    - **f.** The emergency detention process.
    - **g.** Homicide investigation.
    - **h.** Any annual recertification training required by the Wisconsin Law Enforcement Standards Board.

4. **Wellness and counseling programs.** The Program will reimburse the costs of providing wellness, counseling, or behavioral health programs or services to officers.

5. **Officer equipment, fuel, and technology, excluding weapons.** The Program will reimburse the costs of purchasing the following:
    - **a.** Uniforms, duty belts, holsters, handcuffs, boots, bulletproof vests and other protective gear, radios, flashlights, and other equipment of a similar nature.
    - **b.** License-plate readers, security cameras, and smart cameras, including thermal imaging cameras and vehicle-mounted cameras.
    - **c.** Mobile data computers and equipment purchased for the purpose of improving wireless connectivity in LEA vehicles, such as mobile hot spots.
    - **d.** Body cameras and body camera-activating holsters.
    - **e.** Upgrades to public safety answering point (PSAP) systems or infrastructure.
    - **f.** Any accessories, software, services (including installation), or specialized training needed to utilize items in categories 5.a to 5.e above.
    - **g.** Up to 50 percent of the fuel and charging costs for LEA vehicles.

Weapons (including non-lethal weapons) and ammunition are not eligible for reimbursement through this Program.

6. **Temporary contract personnel.** The Program will reimburse the costs of retaining temporary contract personnel to assist with processing evidence, reducing backlogs, or other tasks that help LEAs conduct criminal investigations. When reporting these expenditures in the online reporting system, the LEA must identify the contractor used and the nature of the services performed.

7. **Sworn law enforcement officers, jail personnel, and dispatchers.** The Program will reimburse certain costs associated with sworn law enforcement officers, as follows:

a. The additional payroll costs associated with increasing part-time officers, dispatchers, or jail personnel to full-time positions.
b. For LEAs that adopt or engage in initiatives to reduce violent crime (including offenses involving firearms), the payroll costs of officers for time worked on such initiatives.
c. The payroll costs of officers for time worked on Crisis Intervention Teams.
d. For LEAs serving communities where the violent crime rate exceeds the state average, as identified in Appendix 1, the full payroll costs for new hires (as defined in paragraph 1 above) made on or after March 15, 2022.

8. **K9 units.** The Program will reimburse the costs associated with purchasing canines to assist officers with law enforcement functions, including any related training costs.

9. **Community policing initiatives.** The Program will reimburse costs associated with designing and implementing community policing initiatives, including training, equipment and technology (excluding weapons), temporary contract personnel, or other expenses associated with such initiatives. For purposes of this Program, "community policing initiatives" refer to place-based, community-oriented crime reduction strategies in targeted neighborhoods suffering from chronic crime issues.

10. **Initiatives to address carjacking and vehicle theft.** The Program will reimburse costs associated with designing and implementing initiatives to prevent and investigate incidents of carjacking and vehicle theft, including training, equipment and technology (excluding weapons), temporary contract personnel, or other expenses associated with such initiatives.

11. **Updating use-of-force policies to comply with Act 75.** The Program will reimburse costs associated with updating their use-of-force policies to comply with the standards set forth in 2021 Wisconsin Act 75, including any costs of training related to these standards.

Expenditures not included in the above categories are not eligible for reimbursement through this Program.

Procurement limitations: All expenditures submitted for reimbursement through this Program must comply with Grantee's local procurement procedures and must avoid conflicts of interest, acquisition of unnecessary or duplicative items, excessive costs, or other waste.

Payments:

Grantee shall make requests for reimbursement payments by reporting eligible expenditures through DOA's online reporting system during Reporting Periods.

Reimbursement payments shall only be made after the MOU has been fully executed by Grantee and DOA, the Grantee has reported expenses that are eligible for reimbursement in compliance with the MOU and this Program Schedule, and responses are provided by Grantee for any questions from DOA within timeframes designated by DOA.

DOA shall make payment by check or via Automated Clearing House (ACH).

Payments to Grantee that exceed allowable expenses pursuant to the terms of the Agreement, if outstanding at the expiration of this Agreement, shall be repaid to DOA within 60 days of the expiration date of the Performance Period. DOA, in accordance with State procedures, shall reconcile payments and report expenses.

Records and Reporting:

Grantee is responsible for maintaining records sufficient to demonstrate that the expenditures submitted for reimbursement are eligible expenditures under the MOU and this Program Schedule. Grantee will cooperate with any inquiry and provide any relevant information or records requested by DOA or any of its authorized representatives relating to the expenditures submitted for reimbursement.

Grantee understands that DOA is required to submit quarterly and annual reports to the U.S. Department of Treasury pursuant to the American Rescue Plan Act of 2021. Grantee shall timely provide DOA with all information that may be necessary to comply with those reporting requirements.

Grantee must retain records for a period of at least five years after all ARPA State and Local Fiscal Recovery Funds provided by the Department of Treasury to the State of Wisconsin have been expended or returned to the federal government. Current law requires the State to expend or return such funds no later than December 31, 2026.

Administration:

The DOA employee responsible for the administration of this MOU with respect to this Program Schedule shall be DOA's Administrator of the Division of Intergovernmental Relations or their designee, who shall represent DOA's interest in review of quality, quantity, rate of progress, timeliness, compliance, federal reporting, and related considerations as outlined in this MOU.

The Grantee employee responsible for the administration of this MOU with respect to this Program Schedule shall be the person designated as "contact person" by Grantee, who shall represent Grantee's interest regarding Agreement performance, financial records, and related considerations. DOA shall be immediately notified of any change of this designee.

All correspondence, notices or requests under this MOU shall be in writing, in electronic form or otherwise, to the addresses listed below:

To DOA:

Dawn Vick
Administrator
Division of Intergovernmental Relations
Department of Administration
101 E. Wilson St.
Madison, WI 53703
E-mail: LEAGrant@wisconsin.gov

To Grantee:

The "contact person" designated by Grantee

Certifications:

By submitting an expenditure to DOA for reimbursement through this Program, Grantee certifies all the following:

(1) That the expenditure is a permitted use of funds, as described in this Program Schedule.
(2) That the expenditure was incurred by the Grantee or its affiliated Tribe, county, city, village, or town and has not been reimbursed by any other third-party source.
(3) That all other information provided by Grantee to DOA relating to the expenditure is accurate.
(4) That the Grantee has and will maintain records of the expenditure for the period required by this Program Schedule, including, if applicable, statements affirming that new hires receiving recruitment incentives intend to complete at least three years' continuous employment with Grantee.
(5) That the Grantee is not a federally debarred contractor and is not on the list of parties excluded from federal procurement and non-procurement contracts.

Appendix 1

Adams County Sheriff's Office
Adams Police Department
Altoona Police Department
Antigo Police Department
Appleton Police Department
Ashland County Sheriff's Office
Ashland Police Department
Ashwaubenon Police Department
Baraboo Police Department
Barron Police Department
Bayfield Police Department
Beloit Police Department
Big Bend Police Department
Black River Falls Police Department
Bloomer Police Department
Boscobel Police Department
Brown Deer Police Department
Burlington Police Department
Burnett County Sheriff's Office
Butler Police Department
Chetek Police Department
Chilton Police Department
Chippewa Falls Police Department
Clintonville Police Department
Coleman Police Department
Cornell Police Department
Crandon Police Department
Cudahy Police Department
Dane County Sheriff's Office
Delavan Police Department
Dunn County Sheriff's Office
East Troy Village Police Department
Eau Claire County Sheriff's Office
Eau Claire Police Department
Elkhorn Police Department
Elroy Police Department
Everest Metro Police Department
Fennimore Police Department
Fitchburg Police Department
Florence County Sheriff's Office
Fond du Lac Police Department
Forest County Sheriff's Office
Fort Atkinson Police Department
Frederic Police Department
Glendale Police Department
Grand Chute Police Department
Grantsburg Police Department
Green Bay Police Department
Greendale Police Department
Greenfield Police Department
Hayward Police Department
Horicon Police Department
Hudson Police Department
Iron River Police Department
Janesville Police Department
Jefferson Police Department
Juneau County Sheriff's Office
Kaukauna Police Department
Kenosha County Sheriff's Office
Kenosha Police Department
Kewaunee County Sheriff's Office
Kiel Police Department
La Crosse Police Department
Lac Courte Oreilles Tribal Police Department
Lac du Flambeau Police Department
Lake Delton Police Department
Lake Hallie Police Department
Lake Mills Police Department
Lancaster Police Department
Lincoln County Sheriff's Office
Madison Police Department
Manawa Police Department
Manitowoc Police Department
Marinette Police Department
Marion Police Department
Markesan Police Department
Marshall Police Department
Marshfield Police Department
Mauston Police Department
Mayville Police Department
Medford Police Department
Menasha Police Department
Menominee Tribal Police Department
Menomonie Police Department
Milwaukee Police Department
Minocqua Police Department
Mondovi Police Department
Monroe County Sheriff's Office
Mount Pleasant Police Department
Muscoda Police Department
Neenah Police Department
New Lisbon Police Department
New Richmond Police Department
Oak Creek Police Department
Oconto Police Department
Omro Police Department
Osceola Police Department
Oshkosh Police Department
Palmyra Police Department
Phillips Police Department
Platteville Police Department
Pleasant Prairie Police Department
Plover Police Department
Portage Police Department

Poynette Police Department
Pulaski Police Department
Racine Police Department
Rhinelander Police Department
Rice Lake Police Department
Ripon Police Department
Rock County Sheriff's Office
Rusk County Sheriff's Office
Sawyer County Sheriff's Office
Seymour Police Department
Shawano Police Department
Sheboygan Police Department
Shiocton Police Department
Siren Police Department
Sparta Police Department
Spooner Police Department
Spring Valley Police Department
St. Croix Falls Police Department
Stanley Police Department
Stevens Point Police Department
Summit Police Department
Superior Police Department
Tomah Police Department
Town of Beloit Police Department
Town of Brookfield Police Department
Town of Madison Police Department
Twin Lakes Police Department
Two Rivers Police Department
Washburn Police Department
Waterloo Police Department
Watertown Police Department
Waukesha Police Department
Waupaca Police Department
Wausau Police Department
Wauwatosa Police Department
Webster Police Department
West Allis Police Department
West Bend Police Department
West Milwaukee Police Department
West Salem Police Department
Whitewater Police Department
Wisconsin Dells Police Department
Wisconsin Rapids Police Department

"Antigo Area on the go"

To:	Mayor and City Council
From:	Kaye Matucheski, Clerk-Treasurer/Finance Director
Date:	October 19, 2022
Re:	2023 Delta Dental Insurance Renewal Rates and Recommended Changes to Coverage

Delta Dental provides the administration for the City's self-funded dental insurance. The 2023 administrative fee is increasing from $5.45 to $5.65. The monthly premiums are being recommended as staying the same as current.

Family	$143.00
Employee plus Spouse	$ 78.00
Employee plus Child(ren)	$ 83.00
Single	$ 42.00

There are some coverage enhancements that we are requesting to be added to the policy. There is no premium change for these additions as the funding is adequate. The changes would be:

- Delete the six-month intervals for routine exams and cleaning and change to twice per year.
- Add Evidenced Based Integrated Care Plan (EBICP): additional cleanings for members with certain medical conditions.
- CheckUp Plus: diagnostic and preventative services do not apply towards the annual maximum.
- Enhanced Sealants: changing the age limitation from 14 to 19 and including additional molars.
- Reduced X-ray frequency: changing bitewings from every 6 months to every 12 months and full mouth from every three years to every five years.
- Resin fillings: coverage for composite fillings on the posterior teeth.

If this is approved, a resolution will need to be forwarded to the November Council for approval to be implemented on January 1, 2023.

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

"Antigo Area on the go"

To: Mayor and City Council

From: Kaye Matucheski, Clerk-Treasurer/Finance Director

Date: October 19, 2022

Re: 2023 Health Insurance Renewal Premiums, Stop Loss Coverage, and Administrative Fees

The 2023 Health Insurance Renewal has been challenging due to the claims for 2022. There has been an increase in the Stop Loss Premium directly due to the claims. The administrative fees for Aspirus Health have actually decreased slightly. The premiums have increased to cover the increased cost of claims and lasers on the stop loss.

Lasers on the stop loss coverage are required by the stop loss carrier whenever there is a high claim health situation the previous year. If you will recall, for 2022 we had one laser of $150,000 which means the City has to pay the first $150,000 of claims for this one situation instead of the $60,000. For 2023, there are two laser situations where the City would be responsible for the first $350,000 each for these particular health claims. The anticipated costs have been accounted for in the premiums. The renewal premiums would be:

Plan	2023 Premium	2022 Premium
Family	$2,070.00	$1,725.00
Limited Family	$1,553.00	$1,294.00
Single	$ 750.00	$ 625.00

The City contracts with Aspirus Health Plan as the third party administrator and purchases stop loss coverage from American Fidelity. The renewal fees for these are:

Stop Loss	2023 Fees	2022 Fees
Family and Limited Family	$ 607.74	$ 488.06
Single	$ 209.92	$ 168.83
Administration		
All Plans	$ 43.83	$ 44.08

There is one change that is required for our health insurance and that is to revise the exclusion for over-the-counter home testing products to accept home tests for COVID-19 which are covered.

Aspirus Health also recommends a change to our health plan based on the coverages for their fully-insured plans. The suggested change is to amend the plan language to allow coverage for private rooms regardless of whether it is ordered by a physician.

Neither of these changes will affect the projected premiums for 2023.

The employees will continue to pay 10% of the above costs in 2023.

One other change that was discussed was increasing our stop loss coverage from $60,000 to $70,000. Currently the City pays the first $60,000 of any claim for an employee before the stop loss coverage starts to pay (except for the laser situations). Increasing this to $70,000 would mean the City would pay an additional $10,000 on any injury or illness before the stop loss pays. The savings to increase this is approximately $40,000 per year but after reviewing the City's claims, I am recommending we keep the stop loss at $60,000 which is what is calculated in the numbers above.

If the Committee approves the health insurance it will be forwarded to the November Council as the December payroll has to reflect the new numbers for January coverage. If you have any questions, please feel free to contact me.

To: Mayor and City Council

From: Mark Desotell, Director of Administrative Services

Date: October 19, 2022

Re: Recommended Wage Increase for the Working Supervisor Position in Parks/Recreation/Cemetery & Street Departments and Compensation for their Replacement Personnel when Absent from Duties for 40 Hours or More

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The position of Working Supervisor in the Street and PRC Departments currently receives compensation at rate of $1.50 over that of a skilled (#1) operator. This rate places them $0.50 per hour over the position of Lead Worker (which receives $1.00 over the rate of the skilled (#1) operator position). Both the PRC Director and the Street Commissioner have approached me seeking additional compensation for the Working Supervisor position.

Our discussions and ensuing recommendation include compensation for the Working Supervisor positions by an additional $1.00 per hour ($2.50 per hour over that of the skilled (#1) operator within the Public Works Division) effectively placing their compensation at a rate of $1.50 over that of the Lead Worker position. The effort provided through the Working Supervisor positions is instrumental to the success of the overall operations within these Departments.

The 2023 budget already includes the funds necessary to compensate these two positions accordingly. It is my recommendation that the increased compensation be effective starting January 1, 2023. If so enacted, a Resolution memorializing your concurrence will be prepared for the November City Council meeting as follows:

- 2023 hourly rate for skilled (#1) operator $23.26 x 1.03% = $23.96 (3% COLA)
- 2023 rate for Lead Worker position $23.96 + $1.00 = $24.96
- 2023 rate for Working Supervisor $23.96 + $2.50 = $26.46

This recommendation, including wage and benefit compensation, amounts to an estimated additional cost of $2,400 annually in each Department.

Additionally, in order to replace the Working Supervisor when away from duties by a continuous amount of time of 40 hours or more due to vacation or short-term illness another Department employee (as assigned by the Department Head or Working Supervisor) will be compensated by an additional $1.50 per hour over the replacing employee’s current wage rate. This recommendation is different then what the Employee Manual allows for by the temporary or acting appointment of an employee to a higher classification in order to fill a vacancy (i.e. resignation, retirement, extended leave of absence).

“Antigo Area on the go”

To: Mayor and City Council

From: Mark Desotell, Director of Administrative Services

Date: October 19, 2022

Re: Consideration of a 2% Cost of Living Wage Increase in 2023 for Exempt Employees including the City Attorney and Assistant City Attorney with a 3% Cost of Living Wage Increase for Non-Exempt/Non-Represented Full-Time, Year-Round Part-time and Seasonal Employees

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The 2023 budget document presented to the Committee of the Whole includes the budgetary projections resulting from a recommended salary increase of 2.0% for all exempt staff (including the City Attorney & Assistant City Attorney) and a 3% Cost of Living increase for non-exempt/non-represented full-time, year-round part-time and seasonal employees. This recommendation is consistent with the 2023 increase for the City’s represented Police Officer’s which was previously established through collective bargaining at a rate of at 3.0%. At the time that this memo was completed, negotiations with the City’s Firefighters had not yet commenced.

Our 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 evident by their daily accomplishments, by their commitment to long-standing programs and by being respectful representatives of the City of Antigo. As such, I am appreciative of their support and proud of their accomplishments.

In 2022, the added difficulty of maintaining public services during the latter stages of the COVID-19 pandemic were a particular challenge for staff. Projections for 2023 forecast a difficult year for maintaining services under the impacts of increased inflation and limited revenue increases. In fact, 2024 may become increasingly challenging without structural funding changes at the State level. Staff will be up to these challenges and will strive to control expenditures accordingly. Your concurrence in the recommended cost-of-living wage increases will serve to recognize staff efforts while solidifying their continued commitment towards being positive representatives of the City of Antigo.