



CITY OF ANTIGO

FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE MEETING

MULTI-PURPOSE ROOM

Wednesday, November 16, 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 October 19, 2022 Meeting (Hold Pending Completion of Minutes)
2. 2023 Event Permit Fee Waiver and Insurance Waiver Requests for Annual Community Events that Meet Certain Criteria
3. Approve Fireworks Country and Funding for 2023 Fourth of July Celebration in the Amount of \$13,000
4. Accept Wisconsin Department of Health Services (DHS) Flex Grant
5. Increase Ambulance Base Rates effective January 1, 2023
6. Approve 2022 Carry Forwards to 2023
7. 2022 Budget Transfers and Adjustments to Reflect Budget to Actual

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: November 11, 2022

BILL BRANDT



To: Mayor and City Council
From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor
Date: November 16, 2022
Re: 2023 Event Permit Fee Waiver and Insurance Waiver Requests for Annual Community Events that Meet Certain Criteria

The City of Antigo Park, Recreation and Cemetery Director has requested that the Clerk-Treasurer/Finance Director have authorization to approve waiving 2023 permit fees and insurance requirements for recurring community events using the following criteria:

- The event has occurred in the past with similar usage requests as in prior years.
- The event is open to the public and community at no charge and offers either an education experience for attendees or a remembrance or memorialization for those within our community.
- The picnic or event recognizes volunteers that have participated in a community service project.
- The organization or group is not creating a profit from the event. If funds are raised during the event they are invested back into our community and used for various community projects, events, programs or local organizations.

The following would be approved for consideration of waiver of permit fees and insurance requirements by the Clerk-Treasurer/Finance Director:

1. 4-H Park Programs
2. All Sauced Up Community Fundraiser
3. Antigo Cancer Society Relay for Life
4. Antigo Community Food Pantry Volunteer Recognition
5. Antigo Dugout Club & Legion Baseball Tournaments
6. Antigo Farmers' Market
7. Antigo Fillies Youth Softball Tournament
8. Antigo First Party on the Ave
9. Antigo Garden Club Annual Plant Sale
10. Antigo High School Homecoming Parade

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11. Antigo Optimist Halloween Event
 12. Antigo Optimist Tree Burn
 13. Antigo Optimist Volunteer Appreciation Picnic
 14. Antigo Walk to End Alzheimers
 15. AVAIL Fundraiser
 16. Badgerland Classics Car Club
 17. Boys & Girls Club of the Northwoods Summer, Fall, and Winter Event/Programs
 18. Compassionate Friends Event
 19. CROP Walk to End World Hunger
 20. Disc Gold Fundraising Tournaments
 21. Eli's Unite and Fight
 22. Healthy Ways / Wellness Walk Spring and Fall Walk
 23. Hike for Hope (Formerly Out of Darkness Suicide Walk)
 24. Historical Society Cemetery Tour
 25. Kids Fishing Day/Trout Unlimited
 26. Langlade County Historical Society Picnic
 27. Lunch to Benefit the Giving Tree
 28. Memorial Day Parade
 29. Music in the Park
 30. REGI Summer Camp
 31. Rotary Picnic
 32. Stand for Children Day
 33. Stumble Stump Rendezvous
 34. Team Stash coed Softball Tournament
 35. Thrivent Cans Hunger Banquet
 36. UW Extension
 37. Wild One's Community Educational Program

Request to authorize the Clerk-Treasurer/Finance Director to waive the event permit fees and insurance requirements for the listed events.



To: Mayor and City Council
From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor
Date: November 16, 2022
Re: Approve 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.



To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: November 16, 2022
Re: Accept Wisconsin Department of Health Services (DHS) Flex Grant

Assistant Chief Smith submitted an application for the State of Wisconsin DHS Flex Grant. We were notified of the \$109,530 award, which must be spent on PPE, training, EMS equipment, vehicle and recruitment by August 2023.

Information from the Bader Bounce Back “Gov. Tony Evers, together with Wisconsin Department of Health Services (DHS) Secretary-designee Karen Timberlake, announced \$32 million in EMS Flex Grants have been awarded to 442 EMS providers. Gov. Evers further announced he is investing an additional \$20 million into the EMS Flex Grant Program based on substantial need in communities across the state with the 442 applying EMS providers requesting more than \$63 million in support.”

I am looking for approval to accept the \$109,530 Flex Grant. Feel free to contact me if you have questions.



To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: November 16, 2022
Re: Increase Ambulance Base Rates effective January 1, 2023

I would like to increase the 2023 ambulance base rates 6.5%. The chart below indicates the changes.

Ambulance Base Rate 6.5% Increase		
	2022 Rate	2023 Rate
911 BLS - Resident	\$ 841.07	\$ 895.74
911 BLS - Non Resident	\$ 982.90	\$ 1,046.79
911 ALS 1- Resident	\$ 1,041.11	\$ 1,108.78
911 ALS 1- Non Resident	\$ 1,196.09	\$ 1,273.84
911 ALS 2 - Resident	\$ 1,201.77	\$ 1,279.88
911 ALS 2 - Non Resident	\$ 1,357.56	\$ 1,445.80
Mileage	\$ 22.11	\$ 23.54
Interfacility BLS	\$ 1,310.53	\$ 1,395.71
Interfacility ALS 1	\$ 1,392.43	\$ 1,482.94
Interfacility ALS 2	\$ 1,556.24	\$ 1,657.40
Interfacility Specialty Care	\$ 2,426.00	\$ 2,583.69
IV Starts	\$ 100.00	\$ 100.00
Event Stand-By - Local Organizations	\$ 60.00	\$ 60.00
Event Stand-By - Out of Town Organizations	\$ 100.00	\$ 100.00
Return Home	\$ 300.00	\$ 300.00

The increase of 6.5% will increase our net revenue about 2.2% and I would like this rate to take effect January 1, 2023.

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



To: Mayor and City Council
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Date: November 16, 2022
Re: Approve 2022 Carry Forwards to 2023

Every year there are funds that need to be carried forward to the next fiscal year. This may be due to several reasons, such as: accumulating money for a larger purchase or project, waiting for equipment that was ordered but not yet received, or payment will not be made until the next year or a project was not completed yet. By carrying these funds forward, we can budget over several years to purchase something or complete a project so that the money does not need to be borrowed.

Attached is a list of the 2022 carry forwards to 2023 that are known at this time. If the Committee would approve these items but also allow any additions that may need to be added to the Council resolution in December to complete these by the end of Fiscal Year 2022. This is rare but there are occasions where something we expected to be finished and paid for does not get done in time.

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

2022 FUNDS CARRIED FORWARD TO 2023 DRAFT

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
100.510.51320.52280	Codification of Ordinances	\$11,827.00
100.510.51320.52280	Labor Atty - Contractual Services	\$11,856.00
100.510.51330.53050	Labor Atty - Arbitration/Grievance Exp	\$6,000.00
100.510.51420.53160	Clerk/Treas-Travel & Training	\$14,000.00
100.510.51440.52280	Elections - Contractual Services	\$1,974.00
100.510.51610.53540	Gen Buildings - Bldg Repair & Maintenance	\$13,000.00
100.510.51990.59000	Contingency Fund	\$37,400.00
100.520.52110.53160	Police Dept. - Travel & Training	\$7,180.00
100.520.52110.53600	Police Dept. - Uniform Allowance	\$24,785.00
100.520.52210.53540	Fire Dept. - Bldg Repair & Maintenance	\$21,179.00
100.520.52210.53600	Fire Dept. - Uniform Allowance	\$1,000.00
100.520.52510.52280	Demolition of Buildings	\$204,987.00
100.530.52520.53540	Street - Flood Control & Dam Mtc	\$11,500.00
100.530.53310.53260	Street Mtc - Other Operating Supplies	\$67,474.00
100.530.53310.53510	Street Mtc - Pavement Restoration	\$8,259.00
100.530.53310.53800	Street - Curb & Gutter Maintenance	\$12,064.00
100.530.53310.53810	Street - Sidewalk Maintenance	\$4,772.00
100.530.53310.53820	Street - Driveway Maintenance	\$6,506.00
100.550.55310.53600	Park/Rec/Cem - Uniform Allowance	\$500.00
100.550.55330.53600	Park/Rec/Cem - Uniform Allowance	\$1,531.00
100.580.58680.51190	Severance Reserve	\$110,325.00
442.640.64001.57500	CIP-Law Enforc Radar Units	\$22,000.00
442.640.60001.57500	CIP-Law Enforc Portable Alarm	\$7,000.00
442.640.64001.57500	CIP-Law Enforc Tazers	\$18,000.00
442.640.64001.57500	CIP-Law Enforc MDT/Special Comp Prgms	\$28,000.00
442.640.64001.57500	CIP-Law Enforc Portable Radios	\$33,987.00
442.640.64001.57500	CIP-Law Enforc Squad Computers	\$13,000.00
442.640.64001.57500	CIP-Law Enforc Squad Cars	\$166,750.00
442.640.64001.57500	CIP-Law Enforc Squad Radios	\$36,000.00
442.640.64001.57500	CIP-Law Enforc In Squad Video	\$25,000.00
442.640.64001.57550	CIP-Fire Dept. Apparatus Replace.	\$117,752.00
442.640.64001.57550	CIP-Fire Dept. Radio/Pager Replacement	\$27,396.00
442.640.64001.57550	CIP-Fire Dept. SCBA Replace.	\$59,216.00
442.640.64001.57550	CIP-Fire Dept. Firefighting PPE	\$15,447.00
442.640.64001.57550	CIP-Fire Dept Fire Truck Equipment	\$1,471.00
442.640.64001.57550	CIP-Fire Dept Rescue Vehicle Equip	\$9,450.00
442.640.64001.57700	CIP-Dir Public Works GPS/Scanner Equip	\$31,305.00
442.640.64001.57700	CIP-Dir Public Works Pickup	\$23,130.00
442.640.64001.57750	CIP-Street Dept Heavy Trucks	\$150,387.00
442.640.64001.57750	CIP-Street Dept Graders/Loaders	\$172,976.00
442.640.64001.57750	CIP-Street Dept Pickup/1 Ton Trucks	\$68,937.00
442.640.64001.57750	CIP-Street Dept Snow Removal Equip	\$27,477.00
442.640.64001.57750	CIP-Street Dept Mntnc & Const Equip	\$41,134.00
442.640.64001.57750	CIP-Street Dept Bituminous Equipment	\$43,600.00
442.640.64001.57750	CIP-Street Dept Chipper	\$30,000.00
442.640.64001.57750	CIP-Street Dept Skidsteer/Blacktop Plnr	\$73,000.00
442.640.64001.57750	CIP-Street Dept Utility Equipment	\$64,203.00
442.640.64001.57750	CIP-Street Dept Backhoe	\$11,716.00
442.640.64001.57810	CIP-PCR Mach. Backhoe/Loader	\$50,000.00
442.640.64001.57810	CIP-PCR Mach. Mowers	\$6,863.00
442.640.64001.57810	CIP-PCR Mach. Truck w/Dumpbox	\$6,916.00
442.640.64001.57810	CIP-PCR Mach. Pickup (4x4)	\$0.00

Attachment: 2022 Carry Forwards (5853 : Carry Forwards)

442.640.64001.57810	CIP-PCR Mach. Utility Vehicle (ATV/UTV)	\$17,000.00
442.640.64001.57810	CIP-PCR Mach. Skidsteer	\$10,000.00
442.640.64001.57810	CIP-PCR Mach. Compact Tractor w/att	\$38,750.00
442.640.64001.57810	CIP-PCR Mch-Attach (drags, plows, brush h	\$0.00
442.640.64001.57870	CIP-Technology Plan - Servers	\$10,500.00
442.640.64001.57850	CIP-General City - Copier	\$9,000.00
442.640.64002.58040	CIP-General City - Parking Lot	\$230,058.00
442.640.64002.58040	CIP-General City - Landscaping	\$20,000.00
442.640.64002.58040	CIP-General City - Council Chambers	\$30,000.00
442.640.64002.58040	CIP-General City - City Hall Floors	\$15,000.00
442.640.64002.58040	CIP-General City - City Hall Windows	\$45,000.00
442.640.64002.58040	CIP-IMU Assessment	\$12,500.00
442.640.64002.58080	CIP - Street Construction	\$703,509.00
442.640.64002.58100	CIP-Sidewalks	\$133,000.00
442.640.64002.58130	CIP-Parking Lots	\$136,100.00
442.640.64002.58140	CIP-Street Lighting	\$44,184.00
442.640.64002.58250	CIP-Street Shop Salt Shed-Access	\$182,004.00
442.640.64002.58250	CIP-Street Shop Pulverize/Pave Streets	\$75,000.00
442.640.64002.58250	CIP-Street Shop Public Works Facility	\$5,000.00
442.640.64002.58250	CIP-Street Springbrook Trail - TAP	\$60,886.00
442.640.64002.58400	CIP-Cemeteries Cemetery Development	\$15,200.00
442.640.64002.58500	CIP-Parks/Playgrounds Basketball Courts	\$15,000.00
442.640.64002.58500	CIP-Parks/Playgrounds Remington Lake	\$22,076.00
442.640.64002.58500	CIP-Parks/Playgrounds Dog Park	\$7,620.00
442.640.64002.58500	CIP-Parks/Playgrounds Splash Pool	\$6,361.00
442.640.64002.58500	CIP-Parks/Playgrounds ADA Parking/Path	\$5,000.00
442.640.64002.58500	CIP-Parks/Playgrounds Campground Imp	\$0.00
442.640.64002.58500	CIP-Parks/Playgrounds Ball Diamond Impr	\$8,310.00
442.640.64002.58500	CIP-Parks/Playgrounds Springbrook Trail	\$51,779.00
442.640.64002.58500	CIP-Parks/Playgrounds Lake Park Impr	\$65,000.00
442.640.64002.58510	CIP-Prk/Plygrnd Skate Prk & Railway Prk	\$10,000.00
442.640.64002.58520	CIP-Parks/Playgrounds Urban Forestry	\$10,000.00
Total 100 Fund		\$578,119.00
Total 442 Fund		\$3,375,950.00
GRAND TOTAL		\$3,808,980.00

[illegible]

Accumulating for Purchase
Accumulating for Purchase
Accumulating for Purchase
Accumulating for Purchase
Accumulating for Replacement
Accumulating for Purchase
Accumulating for Project
Accumulating to Complete
Accumulating to Complete
Accumulating to Replace
Did not need \$30,000 for sealing
For Market Assessment
Accumulating for Projects
Projects Yet To Be Completed
Accumulating to Redo Lots
Accumulating to Redo
Move to Street Shop Roof
Accumulating for Project
Accumulating for Project
Accumulating for Project
Accumulating for Development
Accumulating for Improvements
Accumulating for Project
Accumulating for Project
Accumulating to Build
Accumulating for Improvements
Accumulating for Improvements
Accumulating for Improvements
Accumulating for Improvements
Accumulating for Improvements
Accumulating for Project
Accumulating for Improvements



To: Mayor and City Council
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Date: November 16, 2022
Re: 2022 Budget Transfers and Adjustments to Reflect Budget to Actual

Every year when the budget is completed, the numbers in each account are estimates as to what will be spent the following year. As the year progresses, some dollars may need to be transferred to other accounts for unanticipated expenditures. As the year comes to a close, I request budget transfer to correct for the actual expenditures. This is usually done with a December Council resolution and then a February Council resolution for the final amounts.

There are a few transfers that I am aware of but I have not had a chance to complete a list of these transfers due to the work load with the election. I am requesting approval to have these ready for the December Council agenda. These will be many of the same type of adjustments that we have every year. The resolution will not be on the Consent Agenda so that you have a chance to review them.

I apologize for not having them done for the Committee packet. At the meeting I will have a list of what is needed up until this point but there, most likely, will be additional transfers between the Committee meeting and the Council meeting.

Thank you for your consideration on this as we begin the year-end clean-up work. Should you have any questions, please feel free to contact me.