



CITY OF ANTIGO

FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE MEETING

MULTI-PURPOSE ROOM

Wednesday, November 28, 2018

CITY HALL, 700 EDISON STREET

6:00 PM

Call to Order

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

1. Approval of the Minutes from the October 10 and 17, 2018 Meetings
2. Request by Jon Wald for City Participation in the Completion of Thomas Street to Laurisa Lane Allowing for Further Development of Home Construction in the Next Phase of the Windy View Heights Development
3. \$20,000 Grant from the City's Economic Development Portion of the Hotel/Motel Room Tax Fund for Antigo Zeon, DBA (Formerly Antigo Neon/Sign & Display) to Assist with Equipment Transfer and Jobs to Antigo Resulting from a Merger with Zeon of Louisville Colorado
4. Sale of Property at 218 Virginia Street to Lanny Voss for \$6,000
5. Accept Aramark Uniform Services Bid for Mat and Towel Services
6. Update to Part Time General Laborer Job Description to Delete the Requirement for a Commercial Driver's License (CDL) for Park, Recreation & Cemetery Department
7. Approval to Fill Open Resource Clerk Position in Police Department
8. Approve 2019-2020 Police Vehicle Service Contract Bid from Langlade Ford for \$30 per Vehicle
9. Approve Sale of Used 2015 Ford Utility Squad Car to Rothschild Police Department Without Usable Police Equipment
10. Approve Ordinance Amendment to Include Stop Signs at the Intersections of Gruber Street at South Virginia Street and Gruber Street at South Park Street
11. Accept \$25,000 Each From CoVantage Credit Union and Langlade County/Langlade County Economic Development Corporation (LCEDC) for Second Installments to the Entrepreneur Grant Program
12. Write Off as Uncollectible a Former Employee's Accounts Receivable Balance of \$80 for Charges Incurred at the Time of His Resignation
13. Approve Carry Forwards From 2018 Budget to 2019 Budget
14. Two Budget Transfers from Severance Fund to Street Commissioner and Police Department for 2018 Retirement Payouts
15. Approval of 2019 Ambulance Base Rate Increase
16. Fire Truck Refurbish/Replacement (Information Only)

Any Other Matters Authorized by Law to be Considered

Adjournment

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact Jaime Horswill, 700 Edison Street, Antigo, Wisconsin 54409. (715) 623-

3633 extension 100. Members of and possibly a quorum of members of other governmental bodies may be in attendance to gather information. Any governmental body other than that specifically referred to above will take no action.

DATE MAILED: November 21,2018

BILL BRANDT



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: November 28, 2018
Re: Request by Jon Wald for City Participation in the Completion of Thomas Street to Laurisa Lane Allowing for Further Development of Home Construction in the Next Phase of the Windy View Heights Development

On April 14, 2004 an Agreement for Subdivision Improvements on Phase II of the Windy View Heights Subdivision was entered into between Mr. Jon Wald and the City of Antigo. This agreement detailed the specific responsibilities of each party and established for water and sanitary sewer connections through an undeveloped portion between Thomas Street and Laurisa Lane. Some +/- 500 feet of unfinished roadway remains to connect the two roadways.

Completion of the roadway is now being requested by Mr. Wald as no more additional undeveloped lots remain in the Phase II section of the subdivision. In fact the last home being built in the Phase II section by a local contractor (already responsible for the completion of 4 other homes in this area) is scheduled for completion near the end of 2018 and has already been sold. The builder is poised to buy two additional lots in this Phase III section with one home being scheduled to start construction by January of 2019.

The completion of +/- 500' of remaining roadway to connect the two subdivisions will provide for up to 6 lots for new home construction. A \$10,000 lien for the existing water utility is due the City from Mr. Wald upon initiation of Phase III. Mr. Wald is requesting that the remaining criteria of responsibility for the construction of the +/- 500' section be under the same conditions of the Phase II Developer's Agreement. A copy of that Agreement is included in your package for consideration.

I am requesting your consideration of extending the terms of the existing Phase II Developer's Agreement for the completion of the connection of Thomas Street to Laurisa Lane for this +/- 500' section. This leaves any future development criteria to be negotiated at the time of Development and to be no longer "tied" to any of these initial Agreements. Additionally, this Phase III Agreement will need to address the specific responsibilities between the parties relative to storm water control.

FOR SALE

- 45 Lots Total -

Lots Sold in Phases Only - (North to South)

WINDY VIEW HEIGHTS

A SUBDIVISION BEING PART OF LOTS 338, 339 AND 340 OF THE ASSESSOR'S PLAT TO THE CITY OF ANTIGO LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 31 N, R 11 E, LANGLADE COUNTY, WISCONSIN



OFFICE:

MAPLEWOOD BUILDERS
402 MAPLEVIEW ROAD
ANTIGO, WI 54409
PHONE 715-627-2891
FAX 715-627-4856

DEVELOPER

EUGENE STEFANSKI
621 EASTVIEW DRIVE
ANTIGO, WI 54409

SURVEYOR

FLOWER RIVER LAND CO. INC.
P4233 PINEVIEW RD.
BIRNAMWOOD, WI 54414

CURRENT ZONING R-1

SUBMITTED THIS 27TH DAY OF APRIL, 1994.

AMMENITIES INCLUDED

1. Public Service - Electric Power
2. Water and Sewer Mains Up to Lot Lines
3. Cablevision Lines
4. G.T.E. Phone Lines and City Gas Lines
5. Street Lighting
6. Road/Street (City Maintained)
7. Locust/Flowering Crab Trees to Line Streets (2 to 3 per lot) Both Sides
8. Future Park Area: *
Size - 1 Acre Approximately
Location - Center of Subdivision

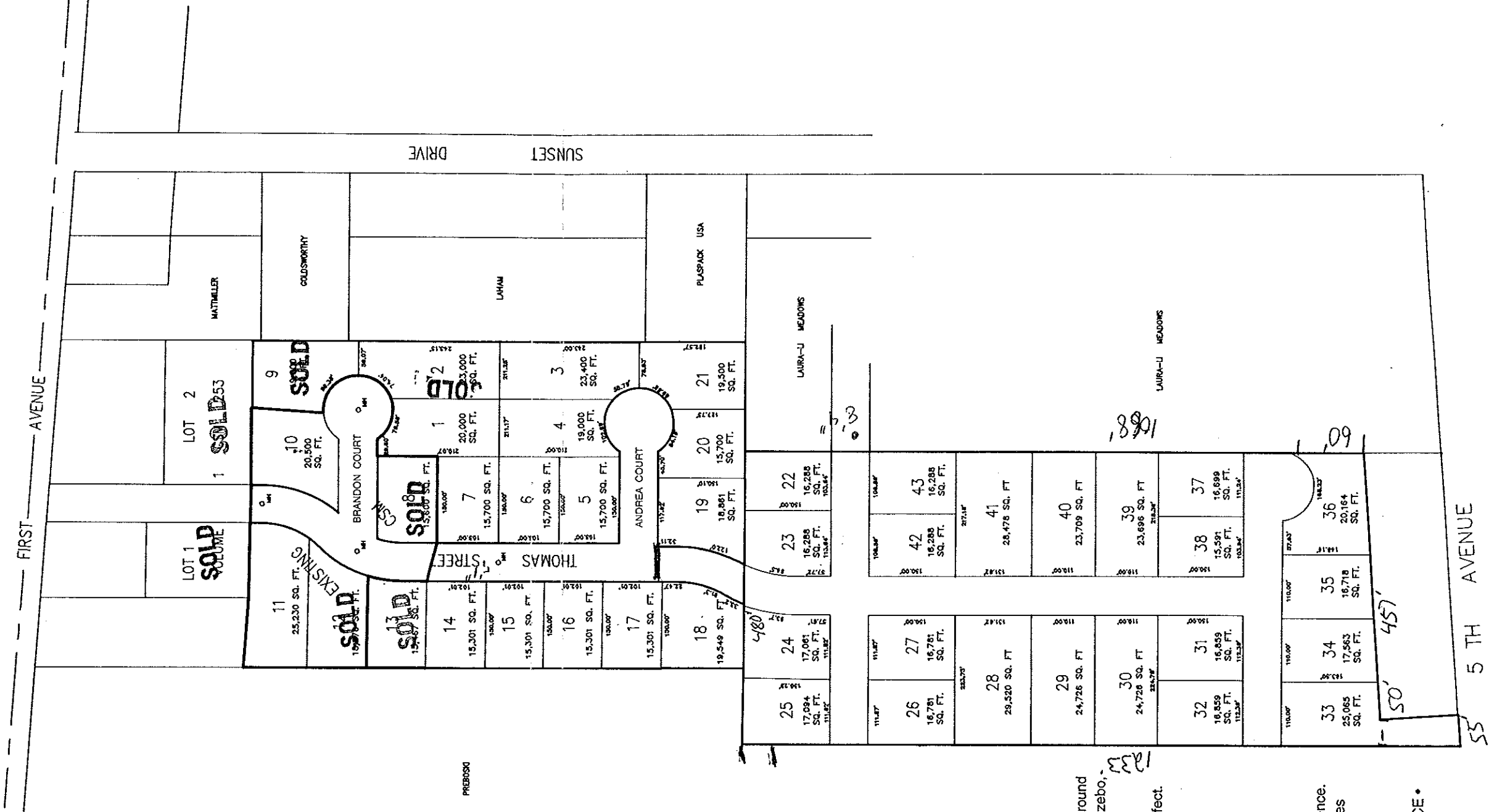
* Amenities in Future Park Area Includes: Swing Set/Playground Equipment, Horseshoe Court, Picnic Grills and Tables, Gazebo, and Restrooms.

NOTE: Restrictions: Property Owner Recorded and In Affect.

NOT INCLUDED

1. City Water Meter Installation Permit (\$250.00 as of November 29, 1994)
2. Curb and Gutter (Approximately \$7.50 per foot) (Added to Tax Bill in Payments).
3. Water and Sewer Line from Lot Line to House/Residence.
4. Electric, Cable T.V., G.T.E., City Gas, Hook-up Charges (If Any).

PRICES SUBJECT TO CHANGE WITHOUT NOTICE •







To: Mayor and City Council

From: Mark Desotell, Director of Administrative Services

Date: November 28, 2018

Re: \$20,000 Grant from the City's Economic Development Portion of the Hotel/Motel Room Tax Fund for Antigo Zeon, DBA (Formerly Antigo Neon/Sign & Display) to Assist with Equipment Transfer and Jobs to Antigo Resulting from a Merger with Zeon of Louisville Colorado

The Mayor and I met with Steve Friend of Antigo Zeon, DBA (formerly known as Antigo Neon/Sign & Display) regarding their merger with a company known as Zeon located in Louisville, Colorado. Zeon's manufacturing of illuminated LED signs both in the mainstream and craft brewery product lines has allowed them to be a leader in the market. The merger allows Antigo Sign & Display to expand their footprint into the LED market while retaining their roots in the neon sign category.

The merger will result in the transfer of the LED based equipment from Zeon's location in Louisville, Colorado to right here in Antigo, Wisconsin helping to solidify and retain the existing employee base in our community. Initially, 3 additional mid-management jobs will be created with the expectation to stabilize the traditional employment numbers in Antigo. The investment from the merger will bring new production equipment (valued at over \$1,000,000) to the Antigo site and provide for a multi-faceted approach to sign production here in Antigo.

We are working with Angie Close of the Langlade County Economic Development Corporation (LCEDC) to explore any additional grant funding through the State of Wisconsin while recommending the consideration of a \$20,000 grant being provided to Antigo Zeon, DBA from the City's Economic Development portion generated within the Hotel/Motel Tax fund to help offset the purchase and transportation costs associated with moving the equipment from Louisville to Antigo.



To: Mayor and City Council
From: Roger Musolff, Building Inspection/Zoning Administrator
Date: November 28, 2018
Re: Sale of Property at 218 Virginia Street to Lanny Voss for \$6,000

The City has demolished the building at 218 Virginia Street (Parcel 201-1120.001) following a fire and acquired the property on May 10 of this year through the tax lien process.

The property went out for bid with a minimum bid of \$3,000.00 with intensions other than construction of a one or two family dwelling or a minimum bid of \$1,500.00 with intensions of construction of a one or two family dwelling

One bid was received from Lanny Voss for the amount of \$6,000.00

The intended use is to expand his current property at 216 Virginia St. with the possibility of construction of a garage.

It is my recommendation that the City accept the bid of \$6,000.00 from Lanny Voss for the purchase of 218 Virginia St.

**CITY OF ANTIGO
INVITATION FOR BIDS
For**

**Sale and Development of Residential Lot-218 Virginia Street
Parcel #201-1120.001**

The City of Antigo will be accepting sealed bids for the purchase of City property at 218 Virginia Street. The parcel is zoned as R-3 Residential. The legal description of the said parcel is as follows:

ORIGINAL PLAT LOTS 9 EXC THE N8' LOT 10 & THE N8' OF LOT 11 BLOCK 78 BEING LOT 2 CSM
V14 P63

Qualifying Bid Options

- 1) Minimum \$3000 Bid with intentions other than a one or two family dwelling
- 2) Minimum \$1,500 Bid with construction of one or two family dwelling within 2 years

Property assessed value is \$9,700.00

The conditions of the bidding process are as follows:

1. The parcel shall be purchased in its entirety.
2. Bidder must include a statement of their intended use for the parcel
3. The City will not supply a survey of the property
4. The City is responsible for the creation of the required deed documents
5. The bidder is responsible for recording fees

Bids will be accepted until November 7, 2018 at 10:00 a.m. in the Office of City Clerk, 700 Edison Street, Antigo, Wisconsin, 54409. Recommendations for award will be considered on November 21, 2018 at 6:00 p.m. during a Finance, Personnel and Legislative Committee meeting and the final award will be considered on December 12, 2018 at 6:00 p.m. during a City Council meeting.

Questions should be directed to the Director of Administrative Services by calling (715) 623-3633 extension 155. Bids less than the current assessed value may be submitted; however, the City of Antigo reserves the right to reject any or all bids and to accept the bid most advantageous to the City.

Amount of Your Bid for Parcel #201-1120.001, 218 Virginia Street: \$ 6000 ⁰⁰/₁₀₀

Bid Amount (Print): SIX THOUSAND DOLLARS

Signature of Bidder: Lanny Voss Date: 10-29-2018

Name of Bidder (Please Print): LANNY VOSS

Address: 216 VIRGINIA ST Contact Phone: (715)-610-4158

Please state how you plan to use this parcel if you are the successful bidder (ex: home construction, garage, vacant lot, etc.)

(VACANT LOT) (GARDEN) POSSIBLE GARAGE SOME
DAY TO MAKE MY LOT WIDER

Attachment: Lanny Voss Bid (2443 : Sale of property at 218 Virginia Street)



To: Mayor and City Council
From: Julie Zack, Administration & Clerical Assistant
Date: November 28, 2018
Re: Accept Aramark Uniform Services Bid for Mat and Towel Services

The City of Antigo accepted bids for another 3 year term for Mats and Towels used throughout the city departments. Only one bid was received which is from Aramark Uniform Services.

Based on the bids results attached, it would be the recommendation to approve the bid from Aramark Uniform Services.

**CITY OF ANTIGO
SPECS FOR MATS/WIPERS/MOPS**

* Replacement Charge in case of damage or loss of item

**Total Price does not include replacement charge unless it is a billable monthly charge.

***Requested amount is the amount of said items we would like in rotation for use to be replaced twice a month or once a month depending on the stated request.

ALL REQUESTED ITEMS MUST BE IN STOCK AND WILL BE SUBJECT TO THE CITY'S BUDGET FOR THE DURATION OF THE 3 YEARS

CITY HALL

ITEM	***REQUESTED AMOUNT	SERVICED TWICE A MONTH	*REPLACEMENT CHARGE	UNIT BID PRICE	Inventory Maintenance Charge	Fee/ Surcharge	**Total Price
4' X 6' Mats-Nylon/Rubber (3 all yr. & 3 from Nov. 1 thru Apr. 30)	6	X	90 ⁰⁰	1.92	NA	NA	11.52
4' x 6' Mats-Suction Cup Backing for Tile Floor	2	X	150 ⁰⁰	3.50	NA		7.00
3' x 10' Mats-Nylon/Rubber	4	X	180 ⁰⁰	2.20	NA		8.80
4' x 12' Mat-Nylon/Rubber	1	X	250 ⁰⁰	4.025	NA		4.025
Air Fan Bathroom Air Fresheners	4	Once a month	25 ⁰⁰	2.00	NA		8.00

Total invoice amount each month (do not include replacement charge unless it is a billable monthly charge) **44.34**

Service charge \$5.00

STREET DEPARTMENT

ITEM	REQUESTED AMOUNT	SERVICED TWICE A MONTH	*REPLACEMENT CHARGE	UNIT BID PRICE	Inventory Maintenance Charge	Fee/ Surcharge	**Total Price
Wipers 18 x 18	150	X	.60	.06	2.70	NA	11.70
Roll Towels (Cabinet incl.)	2	X	75 ⁰⁰	.96	NA		1.92
3' x 5' Mats	3	X	65 ⁰⁰	1.92	NA		5.76

Total invoice amount each month (do not include replacement charge unless it is a billable monthly charge) **24.38**

Service charge \$5.00

PARKS DEPARTMENT

ITEM	REQUESTED AMOUNT	SERVICED TWICE A MONTH	*REPLACEMENT CHARGE	UNIT BID PRICE	Inventory Maintenance Charge	Fee/ Surcharge	**Total Price
Wipers 18 x 18	100	X	.60	.06	1.80	NA	7.80

Total invoice amount each month (do not include replacement charge unless it is a billable monthly charge) **12.80**

Service charge \$5.00

FIRE DEPARTMENT

ITEM	REQUESTED AMOUNT	SERVICED TWICE A MONTH	*REPLACEMENT CHARGE	UNIT BID PRICE	Inventory Maintenance Charge	Fee/ Surcharge	**Total Price
3' x 10' Mat - Leave mats all year - (Service Nov. - April)	2	X	180 ⁰⁰	2.20	NA	NA	4.40
4' x 6' Mat - Leave mats all year - (Service Nov. - April)	2	X	90 ⁰⁰	1.92	NA		3.84
24" dry mop (with one handle)	1	X	30 ⁰⁰	1.10	NA		1.10
Wet mop (with 2 handles)	2	X	30 ⁰⁰	1.10	NA		2.20

Total invoice amount each month (do not include replacement charge unless it is a billable monthly charge) **11.54**

Service charge \$0 - Same as City

MAT/TOWEL SERVICE BID

Company Name Aramark Uniform Services

Company Address 1920 Oak Street

City, State, Zip La Crosse, WI 54603

Company Phone Number 608-779-2371

Authorized Signature Bret Higgins

Point of Contact (print name) Bret Higgins District Manager

Date 11-1-18

Attachment: Aramark Bid Result (2430 : Mat and Towel Recommendation for Bid Acceptance)



To: Mayor and City Council
From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor
Date: November 28, 2018
Re: Update to Part Time General Laborer Job Description to Delete the Requirement for a Commercial Driver's License (CDL) for Park, Recreation & Cemetery Department

The current job description for the year-round part-time general laborer requires a Commercial Driver's License (CDL). However, I am recommending that this requirement be removed for the Park, Recreation and Cemetery Department. The CDL requirement is not necessary for the year-round part-time position in the Park, Recreation and Cemetery Department, and by removing this requirement we hope to increase applicants when a position is open.

POSITION DESCRIPTION

Position Title:	PRC General Laborer	FLSA Status:	Hourly/Not Exempt
Department:	Public Works	Position Status:	Part Time
Division:	Parks, Recreation & Cemetery		
Date:	9/27/2018		

GENERAL PURPOSE

Performs a variety of semi-skilled maintenance work and operates a variety of equipment, tools and software in the general construction, operation, repair and maintenance of the municipal infrastructure, right of ways, services, cemeteries, wading pool, forestry, recreation programs and facilities as authorized. The employee will be training with the full time staff so that they may eventually perform tasks in an independent manner within the constraints of the part-time position.

SUPERVISION RECEIVED

Works under the direct supervision of the Parks/Recreation/Cemetery Supervisor, and/or the Parks/Recreation/Cemetery Director

SUPERVISION EXERCISED

Required to oversee the work of seasonal employees as directed.

ESSENTIAL DUTIES AND RESPONSIBILITIES

General Expectations

- Maintain prompt, predictable, and regular physical attendance
- Maintain the ability to lawfully operate designated motor vehicles and equipment at all times that duties are performed
- Maintain the ability to travel throughout and enter all different properties in the jurisdiction
- Provide truthful, accurate written and verbal communications
- Respond to complaints; communicate resolution process to immediate supervisor and refer matters requiring administrative attention to Department Head or designated representative
- Abide and assist in the implementation of safety rules and procedures
- Maintain relevant certifications
- Accepts and performs weekend and week night standby duty as scheduled

General Equipment Maintenance

- Perform routine inspections, cleaning, and preventive maintenance on all equipment and tools prior to and upon completion of use; refers defects or needed repairs to shop mechanic, immediate supervisor or Department Head, or designated representative

General Facility Maintenance

- Perform maintenance and construction on streets, sidewalks, parks, ball diamonds, trees, trails, and boulevards; along with general facility maintenance including fencing repairs and painting; as well as utility maintenance for water, storm water and sanitary sewer structures.

Required Labor

- **Construction and maintenance projects:** participate as part of a crew or individually, including but not limited to: pavement cutting, patching, crack-filling, working with hot tar applicators, ditch digging, manhole and sewer line cleaning, main and lead repairs, construction, and back-filling

- **Asset Management** (or other current software): performing computer data entry, and ensuring relevant software, programs and hardware are updated and functioning.
- **Water Division:** participate as part of a crew or individually, including but not limited to: valve training, hydrant maintenance, main repairs, service repairs, meter maintenance, and DNR compliance reports
- **Parks, Recreation, and Cemetery Division:** participate as part of a crew or individually, including but not limited to: cemetery grave-sites, monument straightening, ball diamond prep, tree trimming and removal, facility maintenance and repairs, landscaping, trail maintenance and construction, various recreation program and event set-ups, and wading pool daily operations
- **Forestry:** participate as part of a crew or individually, including but not limited to: tree trimming, removal, planting, and care
- **Banners, signs and decorations:** putting up and taking down of banners, decorations, signs, and flags performed with use of aerial truck
- **Inspection and/or repairs:** examine streets, playgrounds, facilities, trails, parks, cemeteries, boulevards, trees, drainage systems, and sanitary sewer system to insure that all aspects are functioning
- **Snow removal:** clear streets, alleys, boulevards, parking lots, sidewalks, parks, etc. as assigned

Equipment Operation

- Operate the following equipment, including but not limited to: construction, snow removal and other power equipment such as graders, tandem truck, single axle trucks, backhoe, sand and salt spreader trucks, sewer jet, sweeper, aerial truck, roller, dozer, loader, pneumatic tools, brush chipper, mowers, groomers, utility vehicles, and trimmers

PERIPHERAL DUTIES

- Serve on various employee committees
- Performs other duties as assigned
- Attend various City committee meetings when requested by Department Head or designated representative

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- Graduation from high school or GED equivalent
- Two (2) years of experience relating to construction, municipal maintenance, and equipment operation as it relates to the roadway or forestry professions
- Any equivalent combination of education and experience

Necessary Knowledge, Skills and Abilities:

- Considerable knowledge of equipment, facilities, materials, methods, and procedures used in municipal maintenance, operation, construction or repair activities
- Skill in operation of the listed tools and equipment
- Ability to perform heavy manual tasks for extended periods of time
- Ability to work safely
- Ability to communicate effectively verbally and in writing
- Ability to work effectively with fellow employees, other departments and the public
- Ability to understand and carry out written and oral instructions
- Must have a working knowledge or ability and willingness to obtain a working knowledge of the following:
 - Windows operating systems and programs with an emphasis on Microsoft office; and
 - Ability to navigate web applications, and have an understanding of other emergent technologies and peripherals

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

- (A) Possess a valid Wisconsin state driver's license, CDL – Class A, B/C with air brakes restriction and tanker (N) endorsement (when working in Street, Water, Sewer, or Storm Water Division)
- (B) Must reside within a fifteen (15) mile radius of the City limits
- (C) Water Distribution License (when working in Street, Water, Sewer, or Storm Water Division)
- (D) CPO or AFO Certification (when working in the Parks/Recreation/Cemetery Division)
- (E) Playground safety inspector (when working in the Parks/Recreation/Cemetery Division)

TOOLS AND EQUIPMENT USED

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

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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

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

WORK ENVIRONMENT

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

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

The noise level in the work environment is loud.

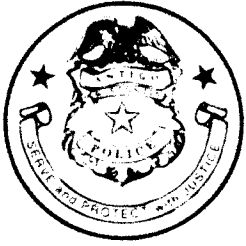
SELECTION GUIDELINES

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

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

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

Effective Date: 3/7/05
Revision Date: 4/10/07
Revision Date: 11/12/14
Revision Date: 05/13/15



ANTIGO POLICE DEPARTMENT

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

November 18, 2018

Finance, Personnel & Legislative Committee

RE: To fill Vacant Resource Assistant/Clerical Position

Dear Committee Members;

Lisa Volkman resigned from the Antigo Police Department effective November 12, 2018 leaving another position open in the front office as Resource Assistant/Clerical.

On November 15th, 2018 Heather Rustick was officially promoted to Administrative Assistant/Office Manager from her position as Resource Assistant/ Clerical and I had prior approval to rehire that position if I filled the Administrative Assistant/Office Manager from within the department.

We have received applications for the Resource Assistant/Clerical position and are setting interviews for the week of November 26th to fill the approved position from the retirement of Lynda Schroepfer.

I am requesting that I am able to fill the third position in the front office from the resignation of Lisa Volkman and use the application list to offer this second open position to one of the qualified applicants.

Sincerely;

A handwritten signature in black ink, appearing to read "Eric J. Roller".

Eric J. Roller
Director of Public Safety

Attachment: Resource Clerk (2449 : Fill Resource Clerk Position)



ANTIGO POLICE DEPARTMENT

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

November 18, 2018

Finance, Personnel & Legislative Committee

RE: 2019-2020 Antigo Police Department Squad Service Contract

Dear Committee Members;

I have advertised for a request of bids for our squad service contract for the 2019-2020 calendar years. We also took the contract to all service centers within the City of Antigo. I received two sealed bids which were opened by Council Member Glen Bugni on November 14, 2018.

Langlade Ford is our current provider and they put in a bid for \$30.00 per month per vehicle.

Marty's Shell put in a bid for \$32.95 per month per vehicle.

I have enclosed a copy of the service contract, the required service, and the vehicles which the contract covers.

I would like a motion to accept the bid from Langlade Ford for \$30.00 per vehicle. We have been very pleased with the service we have received from Ford and they are also able to easily handle the warranty work with our Ford vehicles.

Sincerely;

A handwritten signature in black ink, appearing to read "Eric J. Roller".

Eric J. Roller
Director of Public Safety

Attachment: 2019-20 Service Contract (2450 : 2019-2020 Police Vehicle Service Contract)

**SERVICE CONTRACT 2019-2020
CITY OF ANTIGO
POLICE DEPARTMENT VEHICLES**

full synthetic oil

Service Bid \$ 32.95 per car per month for the year 2019 and 2020

Signed: Marty Van Hagen Date: 11-8-18

Company Representing: MARTY'S SHELL

Address: 739 Superior St.

Telephone: 715-623-4681

Sealed bids will be accepted until 12:00 p.m. on NOVEMBER 12, 2018

**At: ANTIGO CITY HALL
CITY CLERK'S OFFICE
700 EDISON STREET
ANTIGO, WI 54409**

INDICATE ON ENVELOPE: "SQUAD SERVICE BID"

The City of Antigo reserves the right to accept or reject any and all bids.

Alene Begum

*11-14-18
5:57 PM*

Attachment: 2019-20 Police Service Contract (2450 : 2019-2020 Police Vehicle Service Contract)

**SERVICE CONTRACT 2019-2020
CITY OF ANTIGO
POLICE DEPARTMENT VEHICLES**

Service Bid \$ 30.00 per car per month for the year 2019 and 2020

Signed: [Signature] Date: 10-25-18

Company Representing: Langlade Ford

Address: 2530 Neva RD Antigo WI 54409

Telephone: 715 627 2200

Sealed bids will be accepted until 12:00 p.m. on NOVEMBER 12, 2018

**At: ANTIGO CITY HALL
CITY CLERK'S OFFICE
700 EDISON STREET
ANTIGO, WI 54409**

INDICATE ON ENVELOPE: "SQUAD SERVICE BID"

The City of Antigo reserves the right to accept or reject any and all bids.

[Signature]

Attachment: 2019-20 Service Contract (2450 : 2019-2020 Police Vehicle Service Contract)

SERVICE CONTRACT JAN. 1, 2019-DEC. 31, 2020
CITY OF ANTIGO
POLICE DEPARTMENT VEHICLES

VEHICLES FOR 2019

Five (5) Marked Squads (Average 2,000-3,000 miles/month)

- (2) 2017 Ford Utility Police Interceptor AWD
- (1) 2017 Ford Sedan Police Interceptor AWD
- (1) 2015 Ford Utility Police Interceptor AWD
- (1) 2018 Ford Utility Police Interceptor

Three (3) Unmarked Vehicles (Average 6,000 miles/year)

- 2017 Ford Sedan Police Interceptor AWD
- 2013 Ford Sedan Police Interceptor
- 2010 Chevy Malibu Sedan

NORMAL SCHEDULED MAINTENANCE (3,000 Mile Intervals)

- Change Oil & Oil Filter (manufacturer's recommended synthetic oil)
- Perform Multi-point Inspection
- Inspect Automatic Transmission Fluid
- Inspect Engine Cooling System Strength, Level, & Hoses
- Clean Interior & Exterior of Vehicles & Wash Windows

NORMAL SCHEDULED MAINTENANCE (6,000 Mile Intervals)

- 3,000 Maintenance Plus the Following:
- Rotate Tires, Inspect Tire Wear, and Measure Tread Depth
- Inspect Brake Pads, Shoes, Rotors, Drums, Brake Linings, and Hoses
- Inspect Exhaust System & Heat Shield
- Inspect Rear Axle & U-joints {lubricate if equipped with grease fittings (AWD)}
- Inspect Half Shaft Boots, if equipped
- Inspect Steering Linkage, Ball Joints, Suspension, Tie Rod Ends, Drive Shaft, & U-joints (lubricate if equipped with grease fittings)

ADDITIONAL SERVICE

- Every 20,000 Miles—Change Cabin Filter if Equipped
- Every 30,000 Miles—Replace Engine Air Filter, Change Engine Coolant, and Change Automatic Transmission Fluid
- Every 60,000 Miles—Replace Spark Plugs

AS NECESSARY

- Add Oil & Other Fluids Between Scheduled Maintenance
- Supply Windshield Fluid Between Scheduled Maintenance
- Replace Windshield Wiper Blades & Rear Wiper Blade
- Change Light Bulbs and Fuses (All bulbs will be billed as extra to the Antigo Police Dept.)
- Repair Tires
- Advise of any Needed Repairs or Concerns of Maintenance at Each Service Interval



ANTIGO POLICE DEPARTMENT

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

November 18, 2018

Finance, Personnel & Legislative Committee

RE: Sale of 2015 Ford Utility

Dear Committee Members;

Our new squad we ordered in August will be available to use within the next couple of weeks. Typically we have passed our old vehicles down to be used by other departments within the City of Antigo. At this time another department is not in need of this vehicle.

I am requesting a direct sale of the squad to the Rothschild Police Department for a cost of \$8,000.00. I was approached by Rothschild Police Department to see if we could possibly sell them a vehicle as they have the same paint design and same squad cars in their fleet and Rothschild has increased their staff by one officer for next year and they are in need of a squad to carry them over for two years. I have been watching on line auctions and it appears this is a very fair price to the City of Antigo while helping another local department. Rothschild Police Department was given a maximum of \$8,000.00 to purchase a squad. We also contacted an auction house that specializes in used squad cars and they would not give us an indication of what they would purchase the vehicle for. This squad will have approximately 110,000 miles on it when we sell it. This will also guarantee a set amount for the vehicle and limit the amount of time required attempting to sell on line.

I am asking for motion, second and approval to sell the 2015 Ford Utility to the Rothschild Police Department as is, with the understanding that all usable police equipment will be removed from the vehicle to be placed into our new squad. Usable equipment will be police lights, police radio, squad computer equipment, gun lock, radar, prisoner cage, and all personal equipment.

Sincerely;

A handwritten signature in black ink, appearing to read "Eric J. Roller".

Eric J. Roller
Director of Public Safety

Attachment: rothschild squad sale (2459 : Sale of used squad to Rothschild PD)

Home (/) / Used Cars (/Cars/forsale) / Ford Explorer (/Cars/Used-Ford-Explorer-d334) / 2015 (/Cars/Used-2015-Ford-Explorer-c24408)
 / Police Interceptor 4WD (/Cars/Used-2015-Ford-Explorer-Police-Interceptor-4WD-t54710)

2015 Ford Explorer Police Interceptor 4WD for Sale Nationwide

Search Used

Search New

By Car

By Body Style

By Price

Ford

ZIP

Go!

Explorer

Trims

(Clear all filters)

2015

to

Similar

ZIP

Best deals first

Radius

100 mi

Search

Filter Results

25 listings

Price

\$8,000 - \$33,000

☒ Include Listings Without Available Pricing (1)

Mileage

4,000 miles - 142,000 miles

Transmission

Any Manual Automatic

Trim

(clear)

☐ Base (94)
☐ Base 4WD (61)
☐ Limited (165)
☐ Limited 4WD (301)
☒ Police Interceptor 4WD (25)
☐ Sport 4WD (278)
☐ XLT (403)

Show all trims

Days on Market

0 days - 770 days

Recent Listings

☐ Since my last visit (about a second ago) (0)

Drivetrain

(clear)

☐ AWD (25)
☐ FWD (0)

Color

(clear)

☐ Black (8)
☐ Blue (2)

Find 2015 Ford Explorer Police Interceptor 4WD listings in your area

Showing 1 - 15 out of 25 listings Next >



2015 Ford Explorer Police Interceptor 4WD

GOOD DEAL

\$1,716 BELOW
CarGurus IMV of \$14,202

Price:

\$12,486 ~~\$12,984~~ \$233/mo est.

Mileage:

72,289 mi

Location:

Pacoima, CA

Dealer rating:

★★★★★

Save



2015 Ford Explorer Police Interceptor 4WD

GOOD DEAL

\$1,520 BELOW
CarGurus IMV of \$12,119

Price:

\$10,599 \$198/mo est.

Mileage:

101,656 mi

Location:

Kensington, CT

Dealer rating:

★★★★★

Save



2015 Ford Explorer Police Interceptor 4WD

GOOD DEAL

\$1,308 BELOW
CarGurus IMV of \$14,303

Price:

\$12,995 \$242/mo est.

Mileage:

76,546 mi

Location:

Sterling, IL

Dealer rating:

★★★★★

Save



2015 Ford Explorer Police Interceptor 4WD

FAIR DEAL

\$871 BELOW
CarGurus IMV of \$9,785

Price:

\$8,914 \$166/mo est.

Mileage:

141,412 mi

Location:

Eureka, IL

Dealer rating:

★★★★★

Save



2015 Ford Explorer Police Interceptor 4WD

FAIR DEAL

\$654 BELOW
CarGurus IMV of \$9,649

Price:

\$8,995 \$168/mo est.

Mileage:

129,803 mi

Location:

Roseville, MI

Dealer rating:

★★★★★

Save

THE 2018 JEEP COMPASS

BUILD & PRICE
SEARCH INVENTORY

2015 Ford Explorer Police Interceptor 4WD

FAIR DEAL

\$639 BELOW
CarGurus IMV of \$12,489

Price:

\$11,850 \$221/mo est.

Mileage:

95,399 mi

Location:

Shrewsbury, MA

Dealer rating:

★★★★★

Save

- ☐ Brown (1)
☐ Gray (0)
☐ Green (0)

Show all ↓

Engine

(clear)

- ☐ I4 (0)
☐ V6 (25)
☐ Unknown (0)

Options

(clear)

- ☐ Adaptive Cruise Control (0)
☐ Alloy Wheels (2)
☐ Aluminum Wheels (0)
☐ Appearance Package (0)
☐ Backup Camera (0)
☐ Bluetooth (0)
☐ Comfort Package (0)
☐ LE Package (0)
☐ LT Package (0)

Show all ↓

Deal Ratings

(clear)

- ☐ Great Deal (0)
☐ Good Deal (3)
☐ Fair Deal (13)
☐ High Price (3)
☐ Overpriced (2)
☐ No Price Analysis (3)
☐ Uncertain (1)

New / Used / CPO

(clear)

- ☐ Certified Pre-Owned (0)
☐ Used (25)

Vehicle History ⓘ

- ☐ Single Owner (19)

Hide vehicles with:

- ☐ Accidents Reported (11)
☐ Salvage History Reported (2)
☐ Theft History Reported (1)
☐ Fleet (e.g. rental or corporate) (5)

Seating Capacity

(clear)

- ☐ 5 (25)
☐ 7 (0)

Seller Type

(clear)

- ☐ Dealer (24)
☐ Private (1)

Photos

- ☐ Hide vehicles without photos (1)

Fuel Economy

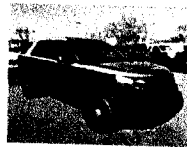
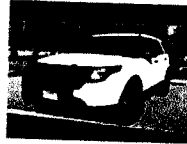
15 mpg - 21 mpg
(25)

Price Drops

- ☐ Only show recent price drops (2)

Text Search ⓘ

(eg. diesel, sunroof)



2015 Ford Explorer Police Interceptor 4WD

♡ Save

FAIR DEAL

\$422 BELOW
CarGurus IMV of \$14,912

Price: \$14,490 \$14,990 \$270/mo est.
 Mileage: 61,400 mi
 Location: South Easton, MA
 Dealer rating: ★★★★★

2015 Ford Explorer Police Interceptor 4WD

♡ Save

FAIR DEAL

\$402 BELOW
CarGurus IMV of \$10,401

Price: \$9,999 \$186/mo est.
 Mileage: 129,200 mi
 Location: Statesville, NC
 Dealer rating: ★★★★★

2015 Ford Explorer Police Interceptor 4WD

♡ Save

FAIR DEAL

\$206 BELOW
CarGurus IMV of \$9,706

Price: \$9,500 \$177/mo est.
 Mileage: 108,000 mi
 Location: Cleveland, OH
 Private Seller: Abdallah

\$ Online Financing Available Secure Private Sale

2015 Ford Explorer Police Interceptor 4WD

♡ Save

FAIR DEAL

\$260 BELOW
CarGurus IMV of \$12,258

Price: \$11,998 \$224/mo est.
 Mileage: 99,511 mi
 Location: Worcester, MA
 Dealer rating: ★★★★★

GMC **2019 GMC ACADIA SLE-1 AWD** **\$301** per month for 36 months! \$3,761 due at lease signing after all offers.

Lease price includes \$3,761 due at lease signing. Excludes taxes, title, license, and dealer fees. Actual dealer price may vary. Offer good on new vehicles only. Offer ends 12/31/2018. All participating dealers only. *MSRP. Current eligible GM lessee receive a \$1,300 allowance.

VIEW OFFERS



2015 Ford Explorer Police Interceptor 4WD

♡ Save

FAIR DEAL

\$129 ABOVE
CarGurus IMV of \$13,369

Price: \$13,498 \$252/mo est.
 Mileage: 82,769 mi
 Location: Holliston, MA
 Dealer rating: ★★★★★



2015 Ford Explorer Police Interceptor 4WD

♡ Save

FAIR DEAL

\$337 ABOVE
CarGurus IMV of \$12,863

Price: \$13,200 \$246/mo est.
 Mileage: 96,609 mi
 Location: Reedsburg, WI
 Dealer rating: ★★★★★
 Authorized Ford Dealer



2015 Ford Explorer Police Interceptor 4WD

♡ Save

FAIR DEAL

\$835 ABOVE
CarGurus IMV of \$13,660

Price: \$14,495 \$270/mo est.
 Mileage: 78,585 mi
 Location: West Bridgewater, MA
 Dealer rating: ★★★★★



2015 Ford Explorer Police Interceptor 4WD

♡ Save

FAIR DEAL

\$844 ABOVE
CarGurus IMV of \$12,451

Price: \$13,295 \$248/mo est.
 Mileage: 95,948 mi
 Location: West Bridgewater, MA
 Dealer rating: ★★★★★



ANTIGO POLICE DEPARTMENT

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

November 18, 2018

Finance, Personnel & Legislative Committee

RE: Stop Sign on Gruber Street at South Virginia Street

Dear Committee Members;

I am recommended that we amend our ordinance to place stop signs on Gruber Street at South Virginia St. and on Gruber at South Park.

I have received a complaint regarding the intersection of Gruber and South Virginia from a local driving instructor and the potential hazard this intersection has. Gruber at South Park has the similar situation with an uncontrolled four way intersection. These are one of our last four way uncontrolled intersections within the city and the intersections warrant the placement of stop signs on Gruber with South Virginia being the throughway, and on Gruber with South Park being the throughway.

I recommend that the ordinance be created to create a controlled intersection on Gruber Street at South Virginia and on Gruber Street at South Park with the placement of stop signs on Gruber Street at both locations. The issue should be forwarded to Public Works Committee for their approval.

Sincerely;

Eric J. Roller
Director of Public Safety

Attachment: Stopsign on Gruber (2458 : Stops signs on Gruber St.)



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: November 28, 2018
Re: Accept \$25,000 Each From CoVantage Credit Union and Langlade County/Langlade County Economic Development Corporation (LCEDC) for Second Installments to the Entrepreneur Grant Program

The following resolution is what is being recommended to memorialize a second private donation of \$25,000 from CoVanatage Credit Union (1st was in May of 2015) for the continuation of the existing Downtown Entrepreneur Grant Program designed to encourage the filling of vacant retail space found along the corridor. Council has already approved the second installment of \$25,000 by the City. Langlade County/Langlade County EDC also advanced their process for a second installment. Based on the application activity since August of 2018, some of the \$50,000 of newly approved grant funds has been obligated leaving slightly over \$25,000 remaining in unobligated fund balance.

WHEREAS, in May of 2015 the City of Antigo along with Langlade County/Langlade County Economic Development Corporation (LCEDC) and CoVantage Credit Union implemented a Downtown Entrepreneur's Grant program in order to revitalize the downtown area by encouraging the reutilization of vacant buildings; and,

WHEREAS, this private-public collaboration began with a \$75,000 fund balance created by equal investments of \$25,000 from each of the 3 entities to establish an incentive to generate new business moving into the downtown corridor; and,

WHEREAS, the Entrepreneur Grant reimburses a new business establishing itself in a vacant building at a rate of \$1.00 for every \$4.00 of qualifying expenses to a maximum grant of \$10,000 for those leasing a downtown retail space and to a maximum of \$25,000 for those purchasing or owning a vacant downtown building; and,

WHEREAS, the type of business that qualifies are those that the City feels are compatible with the City's Comprehensive and Downtown Rehabilitation plans; and,

WHEREAS, applications are to be submitted and reviewed by the Langlade County Economic Development Corporation and then brought to the Finance, Personnel and Legislative Committee with final approval granted by Council; and,

WHEREAS, the initial \$75,000 established in 2015 has been obligated through approved applications leading to an additional \$25,000 each which has been or is in the process of being authorized by the City and Langlade County/LCEDC along with a second private donation of \$25,000 indicated by CoVanatge Credit Union.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to

acknowledge the continuation of the Downtown Entrepreneurs Grant for new businesses moving into vacant buildings within the downtown corridor and to accept the \$25,000 donations from CoVantage Credit Union and Langlade County/LCEDC.



To: Mayor and City Council
From: Kaye Matucheski, Clerk/Treasurer
Date: November 28, 2018
Re: Write Off as Uncollectible a Former Employee's Accounts Receivable Balance of \$80 for Charges Incurred at the Time of His Resignation

A former employee, Bryan Stefancin, has an outstanding charge of \$80 for a reimbursement of a test fee that was paid by the City just before he submitted his resignation. The Fire Chief and I have both made contacts trying to collect this reimbursement but have not been successful. This charge dates back to April of 2017 so we do not feel that this will be collected. Therefore, I am requesting approval to write this amount off as uncollectible. If the opportunity ever arises, we would still pursue collection of this amount.

Should you have any questions, please feel free to contact me at 715-623-3633, extension 102.



To: Mayor and City Council
From: Kaye Matucheski, Clerk/Treasurer
Date: November 28, 2018
Re: Approve Carry Forwards From 2018 Budget to 2019 Budget

Not all funds that are budgeted are spent each year for several different reasons such as accumulating funds each year for a large purchase or something has been ordered but will not come by the end of the year so it will not be paid until 2019. Every year in order to account for these situations funds need to be carried forward from the 2018 budget to the 2019 budget to designate these funds for specific items or projects. The department managers have compiled the list of their carry forward requests which is attached to this agenda item. If approved, a resolution will need to be forwarded to Council.

Should you have any questions, please feel free to contact me at 715-623-3633, extension 102.

2018 FUNDS CARRIED FORWARD TO 2019

2.13.a

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT	NOTES
100.510.51320.52280	Codification of Ordinances	\$9,000.00	Ordinance Updates as Needed
100.510.51330.52280	Labor Atty- Contractual Services	\$19,000.00	Funds for Contract/Labor Atty
100.510.51330.53050	Labor Atty - Arbitration/Grievance Exp	\$8,000.00	Funds for Possibility of Arbitration
100.510.51420.53160	Clerk/Treas-Travel & Training	\$8,000.00	Springbrook Conf in 2019
100.510.51440.52280	Elections - Contractual Services	\$30,000.00	Equipment Maintenance Agrmts
100.510.51610	Gen Buildings - Bldg Repair & Maintenance	\$25,000.00	City Hall Projects to be Prioritized
100.520.52110.53600	Police Dept. - Uniform Allowance	\$10,000.00	Empl Allowed to be Carried Forward
100.520.52210.53600	Fire Dept. - Uniform Allowance	\$2,000.00	Empl Allowed to be Carried Forward
100.520.52510.52280	Demolition of Buildings	\$200,060.00	For Demolition Not Yet Completed
100.530.53310.53260	Street Maintenance-Other Operating Supp	\$69,000.00	Accum with 2019 Fds for Projects
100.530.53310.53810	Street Maintenance -Sidewalk Maintenance	\$31,800.00	2018 Sidewalk Repair Not Complete
100.550.55330.53600	Park/Rec/Cem - Uniform Allowance	\$958.00	Empl Allowed to be Carried Forward
100.560.56710.52280	Cons & Development-Contractual Serv	\$29,400.00	For Compr.Downtown Study-Not Do
100.580.58680.51190	Severence Reserve	\$327,297.00	For Future Severence Payments
442.640.64001.57500	CIP-Law Enforc Radar Units	\$14,000.00	Accumulating for Purchase
442.640.60001.57500	CIP-Law Enforc Portable Alarm	\$4,500.00	Chg w/Digital so no purchase yet
442.640.64001.57500	CIP-Law Enforc Tazers	\$6,000.00	Accumulating for Replacement
442.640.64001.57500	CIP-Law Enforc MDT/Special Comp Prgms	\$22,000.00	Accumulating for Purchase
442.640.64001.57500	CIP-Law Enforc Portable Radios	\$15,000.00	Accumulating for Purchase
442.640.64001.57500	CIP-Law Enforc Squad Computers	\$13,000.00	Transfer to Cameras for Purchase
442.640.64001.57500	CIP-Law Enforc Squad Cars	\$70,000.00	For Additional Equipment on Squads
442.640.64001.57500	CIP-Law Enforc Squad Radios	\$6,000.00	Accumulating for Purchase
442.640.64001.57500	CIP-Law Enforc Training Targets	\$4,000.00	Accumulating for Purchase
442.640.64001.57550	CIP-Fire Dept. Apparatus Replace.	\$392,752.00	Accumulating for Purchase
442.640.64001.57550	CIP-Fire Dept. SCBA Replace.	\$34,066.00	Accumulating for Purchase
442.640.64001.57550	CIP-Fire Dept. Firefighting PPE	\$10,323.00	Accumulating for Purchase
442.640.64001.57550	CIP-Fire Dept Fire Truck Equipment	\$29,331.00	Accumulating for Purchase
442.640.64001.57550	CIP-Fire Dept Rescue Vehicle Equip	\$5,000.00	Accumulating for Purchase
442.640.64001.57550	CIP-Fire Dept Radio/Pager Replacement	\$20,186.00	Accumulating for Purchase
442.640.64001.57700	CIP-Dir Public Works GPS/Scanner Equip	\$31,305.00	Accumulating for Purchase
442.640.64001.57700	CIP-Dir Public Works Pickup	\$30,000.00	Accumulating for Purchase
442.640.64001.57750	CIP-Street Dept Heavy Trucks	\$189,090.00	Accumulating for Purchase
442.640.64001.57750	CIP-Street Dept Graders/Loaders	\$60,000.00	Accumulating for Purchase
442.640.64001.57750	CIP-Street Dept Pickup/1 Ton Trucks	\$29,400.00	Accumulating for Purchase
442.640.64001.57750	CIP-Street Dept Snow Removal Equip	\$13,540.00	Accumulating for Purchase
442.640.64001.57750	CIP-Street Dept Mntnc & Const Equip	\$27,000.00	Accumulating for Purchase
442.640.64001.57750	CIP-Street Dept Bituminous Equipment	\$35,000.00	Accumulating for Purchase
442.640.64001.57750	CIP-Street Dept Chipper	\$10,000.00	Accumulating for Purchase
442.640.64001.57750	CIP-Street Dept Skidsteer/Blacktop Plnr	\$60,950.00	Accumulating for Purchase
442.640.64001.57750	CIP-Street Dept Utility Equipment	\$48,000.00	Accumulating for Purchase
442.640.64001.57800	CIP-PCR Dept Playground Improve	\$17,250.00	Accumulating for Purchase
442.640.64001.57810	CIP-PCR Mach. Backhoe/Loader	\$10,000.00	Accumulating for Purchase
442.640.64001.57810	CIP-PCR Mach. Mowers	\$3,605.00	Accumulating for Purchase
442.640.64001.57870	CIP-Technology Plan	\$32,850.00	Servers/Security/Wiring for Purchas
442.640.64002.58040	CIP-General City - Landscaping	\$5,000.00	Accumulating to Complete
442.640.64002.58080	CIP-Street Construction	\$126,950.00	Projects Yet To Be Completed
442.640.64002.58100	CIP-Sidewalks	\$78,312.00	Projects Yet To Be Completed
442.640.64002.58110	CIP - Engineering Eighth Ave Bridge	\$10,966.00	Bridge to be done 2017-2019
442.640.64002.58130	CIP-Parking Lots	\$139,719.00	Accumulating to Redo Lots
442.640.64002.58140	CIP-Street Lighting	\$31,115.00	Accumulating to Redo
442.640.64002.58250	CIP-Street Shop Salt Shed-Access	\$97,004.00	Accumulating for Building
442.640.64002.58400	CIP-Cemeteries Cemetery Development	\$5,200.00	Combine Software/Piping to One Desc
442.640.64002.58500	CIP-Parks/Playgrounds Remington Lake	\$15,000.00	Accumulating for

Attachment: 2018 Carry Forwards (2417 : 2018 Carry Forwards)

442.640.64002.58500	CIP-Parks/Playgrounds Skate Park	\$5,000.00	Accumulating for Project	2.13.a
442.640.64002.58500	CIP-Parks/Playgrounds Dog Park	\$5,000.00	Accumulating for Project	
442.640.64002.58500	CIP-Parks/Playgrounds Ball Diamond Impr	\$15,000.00	Scoreboards (\$10,000 from Bleachers)	
442.640.64002.58500	CIP-Parks/Playgrounds Splash Pool	\$24,378.00	Accumulating to Build	
442.640.64002.58500	CIP-Parks/Playgrounds ADA Parking/Path	\$6,709.00	Accumulating for Improvements	
442	Community Sign-Approved Jan 2016	\$7,500.00	In CIP undesignated fund balance to be spent at a later date	
Total 100 Fund		\$769,515.00		
Total 442 Fund		\$1,823,837.00		
GRAND TOTAL		\$2,593,352.00		

Clerk-Treasurer/ Finance Director

Memo

To: Finance, Personnel & Legislative Committee
From: Kaye M. Matucheski, City Clerk-Treasurer/Finance Director
Date: November 19, 2018
Re: Severance Payout Transfers Needed

There were two retirements in 2018 that required payouts to the employees for their accrued leave. Funds for severance are budgeted in a separate line item each year as we do not always know in advance if someone is retiring. These funds are then transferred to the applicable department after the payouts. There will need to be the following transfers:

From the Following Account:

Severance Reserve	100.580.58680.51190	\$45,210.57	Severance/TaxPayouts
-------------------	---------------------	-------------	----------------------

To the Following Accounts:

Street Commissioner	100.530.53110.51190	\$39,523.21	Severance
Street Commissioner	100.530.53110.51480	\$ 821.82	Social Security Tax
Police Department	100.520.52110.51190	\$ 4,775.71	Severance
Police Department	100.520.52110.51480	\$ 89.83	Social Security Tax

If these transfers are approved, a resolution will need to be forwarded to Council.

If you have any questions, please feel free to contact me at 715-623-3633, extension 102.

Attachment: 2018 Severance Transfers (2451 : Two Budget Transfers for Severance Pay)



To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: November 28, 2018
Re: Approval of 2019 Ambulance Base Rate Increase

I would like to increase the 2019 ambulance base rates 4%. The chart below indicates the changes.

Ambulance Base Rates		
	2018 Rate	2019 Rate
911 BLS - Resident	\$ 708.73	\$ 737.08
911 BLS - Non Resident	\$ 828.24	\$ 861.37
911 ALS 1- Resident	\$ 877.29	\$ 912.39
911 ALS 1- Non Resident	\$ 1,007.89	\$ 1,048.20
911 ALS 2 - Resident	\$ 1,012.67	\$ 1,053.18
911 ALS 2 - Non Resident	\$ 1,143.95	\$ 1,189.70
Mileage	\$ 18.63	\$ 19.37
Interfacility BLS	\$ 1,104.32	\$ 1,148.49
Interfacility ALS 1	\$ 1,173.33	\$ 1,220.27
Interfacility ALS 2	\$ 1,311.37	\$ 1,363.83

The increase of 4% will increase our net revenue about 1.2% and I would like this rate would take effect January 1, 2019.



To: Mayor and City Council
From: Jon Petroskey, Fire Chief
Date: November 28, 2018
Re: Fire Truck Refurbish/Replacement (Information Only)

The City of Antigo Fire Department has been working to someday replace our 1991, 75' aerial truck. We have been able to set money aside through the CIP budgeting process as we continue to plan for the replacement. Over the last several years we have had some more serious repairs which include replacing some of the rusted water lines, rebuild the pump relief valve, rebuild several pump panel valves, new radiator, and rebuild the lifting rams for the aerial ladder. As our aerial truck ages, we continue with more serious and costly repairs. Most recently we are struggling to pass our annual pump test.

I have been discussing what options are available during the budgeting process to someday do something with our aerial truck. More recently in discussion with Mayor Brandt, we have explored the option to rebuild/refurbish our current 1991, 75 foot E-One aerial or to purchase a somewhat newer truck.

As we continue the process of looking at all the options and to evaluate what is the best for the City of Antigo, we want the FP&L Committee to be aware as we may be bringing some of those options to the table for discussion and possible action. Over the years we have been able to put aside just under \$400,000 in the Fire Truck replacement fund.

This memo is just for information so the committee knows we are working to a solution to update or replace our aging aerial truck.