

CITY OF ANTIGO
FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE
MINUTES OF MEETING HELD
DECEMBER 21, 2016

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

Attendee Name	Title	Status	Arrived
Bill Brandt	Mayor	Present	
Jim Darling	Ward 2	Present	
Tim Kassis	Ward 3	Present	
Tom Bauknecht	Ward 4	Absent	
Glenn Bugni	Ward 7	Absent	
Reinhardt Balcerzak	Ward 8	Present	

Others in attendance: Jamie Musolff, Langlade County Humane Society; Mark Desotell, Director of Administrative Services; and Kaye Matucheski, Clerk-Treasurer.

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

1. Approval of the Minutes from the November 16, 2016 Meeting

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jim Darling, Ward 2
SECONDER:	Tim Kassis, Ward 3
AYES:	Bill Brandt, Jim Darling, Tim Kassis, Reinhardt Balcerzak
ABSENT:	Tom Bauknecht, Glenn Bugni

2. Request for Waiver of Permit Fee and Insurance Requirement by Antigo Disc Golf Club

Mark Desotell, Director of Administrative Services, advised that he has spoken to Bob Piskula, Street Commissioner, and the amount of snow may impact one of the holes on the course, but he will work with the club on this issue.

Motion to approve the request to waive the permit fee and insurance requirement by Antigo Disc Golf Club for their First Annual Antigo Disc Golf Club Ice Bowl as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 1/11/2017 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Jim Darling, Ward 2
AYES:	Bill Brandt, Jim Darling, Tim Kassis, Reinhardt Balcerzak
ABSENT:	Tom Bauknecht, Glenn Bugni

3. St Charles Place MHC LLC Request for Sewer Credit Due to Leak at 1601 Tenth Avenue, Lot C17

Kaye Matucheski, Clerk-Treasurer, indicated that DuBois Investments did call to inquire if they should be present at the meeting as they would be traveling from Marshfield.

Mayor Brandt noted that these requests are routinely granted.

Upon comment by Alderperson Kassis, Ms. Matucheski noted that she believes the leak is fixed.

Motion to approve the request for sewer credit in the amount of \$250.78 due to leak at 1601 Tenth Avenue, Lot C17 as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 1/11/2017 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Jim Darling, Ward 2
AYES:	Bill Brandt, Jim Darling, Tim Kassis, Reinhardt Balcerzak
ABSENT:	Tom Bauknecht, Glenn Bugni

4. Consider Increasing Dog Licensing Fees to Coincide with Langlade County and Determine an Effective Date

Mayor Brandt indicated that a large portion of the money collected would be paid to the Humane Society.

Aldersperson Balcerzak noted that the City currently donates \$2,500 a year to the shelter.

Jamie Musolff, Langlade County Humane Society, noted that neighboring county licensing fees are higher than Langlade County. The fees here have not been raised in years. By state statute all of the money collected except for \$1,000, which is held by the County, is to go to the shelter.

Ms. Matucheski noted that the City of Antigo received three licenses from the shelter this year and the whole City has approximately 400 dogs licensed, and there are far more than 400 dogs within the City.

Upon inquiry by Aldersperson Balcerzak, Ms. Musolff indicated that the shelter received approximately \$4,000 from the County last year for licensing fees.

Aldersperson Balcerzak commented that this is a poor way to collect money. The only people that are paying for the animals are the ones that actually license their dogs. He is against the increase.

Aldersperson Balcerzak further noted that he disagrees with the kennel license fee increase as there are only two kennel licenses. He advised that he has a kennel license.

Motion to approve an increase to dog licensing fees to coincide with Langlade County increasing the dog licenses from \$3.00 to \$6.00 for spayed or neutered dogs, \$8.00 to \$16.00 for unsplayed or unneutered dogs, and \$35.00 to \$70.00 for a kennel license commencing for the 2018 license year as presented.

RESULT:	ORDINANCE TO COUNCIL [3 TO 1]
	Next: 1/11/2017 6:00 PM
MOVER:	Jim Darling, Ward 2
SECONDER:	Tim Kassis, Ward 3
AYES:	Bill Brandt, Jim Darling, Tim Kassis
NAYS:	Reinhardt Balcerzak
ABSENT:	Tom Bauknecht, Glenn Bugni

5. Agreement for Auditing Services with Schenck, SC for 2016-2018

Upon inquiry by Mayor Brandt, Ms. Matucheski indicated that the price for 2015 and 2016 are the same at \$34,000. There is an increase for 2017 for a total of \$34,250 and an increase for 2018 for a total of \$34,500.

Upon inquiry by Aldersperson Kassis, Ms. Matucheski noted that the City of Antigo has not gone out for bid for auditing services since she has been here. Ms. Matucheski indicated that she personally does not want to change services as there is a lot involved with that.

Alderson Darling noted that staying with the same auditing company is a lot easier.

Alderson Kassis requested that Ms. Matucheski ask around to other municipalities and see what the cost of other auditing services are.

Motion to approve the agreement for auditing services with Schenck, SC for 2016-2018 as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 1/11/2017 6:00 PM
MOVER:	Jim Darling, Ward 2
SECONDER:	Tim Kassis, Ward 3
AYES:	Bill Brandt, Jim Darling, Tim Kassis, Reinhardt Balcerzak
ABSENT:	Tom Bauknecht, Glenn Bugni

6. Write Off Unpaid Accounts Receivable Charge of \$35.00 For Tatro Dirt Works

Upon inquiry by Alderson Balcerzak, Ms. Matucheski indicated that the company is around, however, the City attorney does not feel it is cost effective to continue collection efforts.

Upon inquiry by Mayor Brandt, Ms. Matucheski indicated that Tatro Dirt Works will not receive another permit without payment of this one first.

Upon inquiry by Alderson Balcerzak, Ms. Matucheski indicated that there are not additional charges on permits if not paid by a specific date.

Motion to approve writing off the unpaid accounts receivable charge of \$35.00 for Tatro Dirt Works as presented.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 1/11/2017 6:00 PM
MOVER:	Tim Kassis, Ward 3
SECONDER:	Jim Darling, Ward 2
AYES:	Bill Brandt, Jim Darling, Tim Kassis, Reinhardt Balcerzak
ABSENT:	Tom Bauknecht, Glenn Bugni

7. Furniture Purchase/Installation for Remodeling of DPW Reception Area under the Exceptions to Bidding Process (State Contracts) of the City's Purchasing Policy

Mr. Desotell indicated that this would be purchased under a state contract bid and installed by Clermont Printing. There is a 42% savings at a cost of \$8,276.

Motion to approve the furniture purchase/installation for remodeling of Department of Public Works reception area with Clermont Printing under the exceptions to the bidding process of the City's purchasing policy as presented with funding to be carried over into 2017 budget allowing for delivery and installation to be completed in 2017.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 1/11/2017 6:00 PM
MOVER:	Reinhardt Balcerzak, Ward 8
SECONDER:	Jim Darling, Ward 2
AYES:	Bill Brandt, Jim Darling, Tim Kassis, Reinhardt Balcerzak
ABSENT:	Tom Bauknecht, Glenn Bugni

8. Purchase and Installation Proposal for the Reception Area Countertop and Storage Area associated with the Remodeling of the DPW Reception Area

Mr. Desotell indicated that the storage area will cost approximately \$3,900 and updating the countertop is approximately \$625 for a total of \$4,525.

Motion to approve the purchase and installation proposal from Clermont Printing for the reception area countertop and storage area associated with the remodeling of the Department of Public Works reception area with funding to be carried over into the 2017 budget allowing for delivery and installation to be completed in 2017.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 1/11/2017 6:00 PM
MOVER:	Jim Darling, Ward 2
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Bill Brandt, Jim Darling, Tim Kassis, Reinhardt Balcerzak
ABSENT:	Tom Bauknecht, Glenn Bugni

Any Other Matters Authorized by Law to be Considered

NONE

Adjournment

1. **Motion to:** Adjourn at 6:28 pm

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jim Darling, Ward 2
SECONDER:	Tim Kassis, Ward 3
AYES:	Bill Brandt, Jim Darling, Tim Kassis, Reinhardt Balcerzak
ABSENT:	Tom Bauknecht, Glenn Bugni

Bill Brandt, Chairperson

Date