

CITY OF ANTIGO
FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE
MINUTES OF MEETING HELD
APRIL 09, 2025

Finance, Personnel, and Legislative Committee of the City of Antigo met in Special Meeting on the above date at 5:00 PM in the Council Chambers, City Hall, Mayor Thomas C. Bauknecht presiding.

Attendee Name	Title	Status	Arrived
Thomas C. Bauknecht	Mayor	Present	
Bill Brandt	Ward 2	Present	
Tim Kassis	Ward 3	Remote	
Mark Edwards	Ward 5	Present	
Glenn Bugni	Ward 7	Present	
Reinhardt Balcerzak	Ward 8	Present	

Others in attendance were: Karin Derauf, City Administrator; Kaye Matucheski, Clerk-Treasurer/Finance Director; Jeanne Jensen, Deputy Clerk-Treasurer; Daniel Duley, Police Chief; Kirk Packard, Street Commissioner; Corey Smith, Fire Chief; Charley Brinkmeier, Land Surveyor/Project Manager; Sarah Repp, Parks, Recreation, and Cemetery Director; and Chelsea Deloria, Antigo Daily Journal.

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

1. Street Closure Permit Approval Process Update

Mayor Bauknecht noted City Attorney Michael Winter recommended this change. Sarah Repp, Parks, Recreation, and Cemetery Director, noted Attorney Winter stated if something were to happen at one of the events it would be better if the closure permit were approved by the Council in case there was litigation. Alderperson Edwards stated things like this should be brought to Attorney Winter prior to coming to Council for approval going forward. Mr. Edwards questioned the timeliness of the process. Ms. Repp stated the street closure permits will not have to be processed by committees and will go straight to Council.

Motion to Accept the Process Update for the Street Closure Permit.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
MOVER:	Bill Brandt, Ward 2
SECONDER:	Glenn Bugni, Ward 7
AYES:	Bauknecht, Brandt, Kassis, Edwards, Bugni, Balcerzak

2. Funding of \$1,000,000 for Several Water Project

Charley Brinkmeier, Land Surveyor/Project Manager, distributed the areas and projects being looked at. Projects were discussed six to eight months ago at the Public Works Committee level. Mr. Brinkmeier reviewed the items being considered most of them being along the Tenth Avenue Corridor. He stated the projects should be completed before the reconstruction of Tenth Avenue. The projects total approximately \$860,000, Mr. Brinkmeier stated the City does not have the funding in the utility for that amount. Kaye Matucheski, Clerk-Treasurer/Finance Director, noted this is a revenue bond and not a general obligation bond so it is not added to the tax levy. Ms. Matucheski noted the bond would be added to the utility rates. Alderperson Brandt clarified residents with water and sewer would be paying for this.

Mayor Bauknecht questioned if these projects will be in conjunction with the Tenth Avenue project. Mr. Brinkmeier stated these projects will be completed prior to the Tenth Avenue project scheduled for next year. He noted the City will be working in tandem with the Clermont Street

project so when the City is moving soil, the other contractor is removing contaminated soil.

Alderson Brandt noted that this is the first time in about 16 years that the Administrator has not gotten a grant on a project of this size. He stated the worst they have done is a 50/50 grant. Alderson Brandt stated our utility users are going to suffer to the point of \$500,000 at least because grant funding was not found. He stated the City needs to work at getting more grants to fund projects to reduce cost to the residents.

Upon inquiry by Alderson Kassis, Mr. Brinkmeier discussed Ayres looking at grants and the only one they are aware of that can be retroactively applied for is the Clean Drinking Water Loan Grant from the Wisconsin Department of Natural Resources (DNR). Mr. Brinkmeier stated as long as the City constructs and maintains the records needed for the grant, the City can go back and be reimbursed. Alderson Kassis questioned if this is being approved too soon. Mr. Brinkmeier stated this project needs to get out for bids in order to be completed on time. Alderson Kassis questioned how long until the City would know if they will receive the reimbursement from the grant. Mr. Brinkmeier stated it takes 6 months to a year to find out if they will qualify for the grant after the project is completed.

Alderson Bugni questioned if completed projects are often funded by grants. Ms. Matucheski noted with this type of grant they can be. Upon inquiry from Alderson Kassis, Alderson Brandt stated Ayres and Associates and MSA are the engineers for projects, who have helped grant applications for the City, however he stated that the previous City Administrator had sought out lesser-known grants and funding sources. Alderson Brandt stated the City generally has some sort of grant funding for projects of this size.

Alderson Kassis and Brandt noted their concern with the lack of grant funding sought out or brought forward for these projects.

Karin Derauf, City Administrator, noted in her experience with working with projects like this the engineering firms are the ones who complete the grant applications. Ms. Derauf stated her focus currently is grant funding for the Wastewater Treatment plant. Alderson Brandt questioned how many road grants Ms. Derauf has come up with. Ms. Derauf stated zero grants and that she has had meetings with Ms. Matucheski and Mr. Brinkmeier about grants that are available. Ms. Derauf noted that the City does not qualify for most of the grants available.

Alderson Bugni questioned if this project needs to be approved at this meeting or whether it can be tabled for next month. Mr. Brinkmeier stated contractors are getting busy for the 2025 construction season so tabling it for next month may increase cost or cause delays in completing projects.

Upon inquiry from Mayor Bauknecht, Ms. Matucheski stated the City would be borrowing the whole cost of the project. She noted these projects were not projected in the budget or the rate increase. Ms. Matucheski stated the scheduled rate increase cannot happen until the old water tower comes down.

Ms. Matucheski stated if the City is looking at getting the Safe Drinking Water Fund explained we would not want to get a bond that is stretched over a lot of years because if the City would get principal forgiveness, it will not help to pay that bond back due to being unable to pay early. Mr. Brinkmeier questioned payment timelines. Ms. Matucheski explained briefly about watching the structuring of the bond and repayment timelines.

Discussion followed on if they defer a decision on this but it was determined it needs to move forward.

Motion to Approve the \$1,000,000 Funding for Several Water Projects

RESULT:	RESOLUTION TO COUNCIL [4 TO 2]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Thomas C. Bauknecht, Mark Edwards, Glenn Bugni, Reinhardt Balcerzak
NAYS:	Bill Brandt, Tim Kassis

3. Accept Donation of \$300 Dollars from Parson's of Antigo for purchase of Fire Safety Books

Motion to Accept Donation of \$300 from Parson's of Antigo for the Purchase of Fire Safety Books

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
MOVER:	Bill Brandt, Ward 2
SECONDER:	Tim Kassis, Ward 3
AYES:	Bauknecht, Brandt, Kassis, Edwards, Bugni, Balcerzak

4. Approval to Apply For Catastrophic Storm Grant Application

Ms. Repp explained grant funds are reimbursed based on what funds are available. She stated that the Parks Department and Street Department employees have been tracking their labor and the costs. Alderperson Brandt thanked Ms. Repp and Mr. Packard for their work on this grant and their crews work on cleaning up after this storm. Mayor Bauknecht questioned if Ms. Repp has assigned a cost to the grant. Ms. Repp stated she wanted to wait until the end of this week to get a good gauge of what next week will be like and she is going to make contact with the Grant Coordinator to see what their recommendations are as well.

Motion to Approve Applying for Catastrophic Storm Grant Application.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Reinhardt Balcerzak, Ward 8
AYES:	Bauknecht, Brandt, Kassis, Edwards, Bugni, Balcerzak

Any Other Matters Authorized by Law to be Considered

None

Adjournment

1. **Motion to:** Adjourn at 5:22 PM

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Kassis, Ward 3
SECONDER:	Glenn Bugni, Ward 7
AYES:	Bauknecht, Brandt, Kassis, Edwards, Bugni, Balcerzak


Thomas C. Bauknecht, Chairperson

4/22/2025
Date