

**CITY OF ANTIGO  
COMMON COUNCIL  
JUNE 8, 2016**

Common Council of the City of Antigo met in regular session on the above date at 6:00 p.m. in the Council Chambers, City Hall, Mayor Brandt presiding.

Roll Call – Present: Alderpersons Darling, Kassis, T. Bauknecht, Feller Gottard, Turney, Bugni, and Balcerzak. Absent: Kapusta and D. Bauknecht.

Mayor Brandt excused Alderperson D. Bauknecht and City Attorney, Michael Winter.

Department Managers in attendance were: Mark Desotell, Director of Administrative Services; Kaye Matucheski, Clerk-Treasurer; Eric Roller, Police Chief/Public Safety Director; James Pike, Communication and Technology Supervisor; Jon Petroskey, Fire Chief; Roger Musolff, Building Inspector/Zoning Administrator; Charley Brinkmeier, Land Surveyor/Project Manager; and Sarah Repp, Parks, Recreation, and Cemetery Supervisor.

Others in attendance were: Jeanne Jensen, Deputy Clerk-Treasurer; David Maccoux, Schenck Government & Not-For-Profit Solutions; Scott Martin, MSA Professional Services; Tommy Horswill, Infrastructure Alternatives; and Craig Marx, Antigo Times.

The Pledge of Allegiance was recited followed by a moment of silent meditation.

Alderperson Bugni moved, Alderperson Darling seconded, to approve the minutes from the May 11, 2016, meeting. Carried.

David Maccoux, Schenck Government & Not-For-Profit Solutions—Presentation of 2015 Financial Statement

Mr. Maccoux reviewed the financial report noting it is an unmodified report which is the best that can be reported for the City. He explained the reporting of the Wisconsin Retirement System net pension asset is new and is now required. He reported the City is in good financial condition.

Mr. Maccoux then reviewed the management communication document. He noted the audit went very well and the City does a very good job of maintaining the financial records.

Alderperson Kapusta reported present at 6:06 p.m.

Mr. Maccoux reviewed several charts included in the reports noting the City is in a very good financial position and very consistent with budgeting.

Mr. Maccoux then reviewed the debt balances and the trending, noting there is a decrease in the debt balance with an increased available borrowing capacity.

Mr. Maccoux noted there were no concerns with the water utility operations and balances. He noted the same is applicable for storm water and waste water operations.

Mr. Maccoux explained the health and dental insurances both have positive balances. He further noted the City is well positioned financially entering 2016.

### **Citizen Comments**

There were no individuals wishing to address Council.

### **Update on Citizen's Referrals from Previous Council Meeting**

No previous referrals were reported on.

## **CONSENT AGENDA**

### **Resolutions**

**Resolution No. 053-16** re Approving Operator's Licenses

BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that an Operator's License be issued to William Wilson, Patrice Armato, Wendelen Carter, Patricia Doucette, Patricia Gnacinski, Bev Gray, Tedd Johnson, Stacy Woods, Kelly DeMenter, Billie Jo DuQuaine, Timothy M. Giguere, Diane Horton, Casey Kuczarski, Sharon Kuney, Bradley Kurszewski, Rachel Rhinehart, Blair Sandmann, David Schremp, Joshua D. Wickersheim, Amanda J. Zillman, and Janel M. Zoern pursuant to payment of fees.

**Resolution No. 054-16** re Approving Updated Campground Fee Schedule to Include Off-Season Camping Rates and Camping Sites with Sewer and Water, but No Electric

WHEREAS, the Parks, Cemeteries and Recreation Commission has requested an update to the campground fee schedule to include off-season camping rates and camping sites with limited amenities, and

WHEREAS, the off-season rates would be half of the stated rate because we are unable to offer full amenities, and

WHEREAS, sites with limited amenities i.e. no electric, and/or no water, and/or no sewer on site would be half the full hook-up rate as well;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo that campground sites with limited amenities be half the full hook-up rate, and off-season rates would be half of the stated rate for the designated site.

(Committee Approved 6-0, Absent 1)

**Resolution No. 055-16** re Accepting Donation from Antigo Rotary Club for Disc Golf Course Expansion Project

WHEREAS, the Parks, Cemeteries and Recreation Commission approved an expansion to the disc golf course; and,

WHEREAS, a donation from the Rotary Club was received to expand the disc golf course; and,

WHEREAS, the monetary donation will pay for the baskets, tees and materials required for the expansion; and,

WHEREAS, the Rotary Club will assist the Park & Recreation Department with expansion during a designated work day.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, City of Antigo, to accept the donation from the Antigo Rotary Club to expand the disc golf course.

(Committee Approved 6-0, Absent 1)

**Resolution No. 056-16** re Approving Waiver of Insurance Requirement, Special Event Fee and Street Use Fee for a Party in the Park on August 20, 2016 for Antigo First

WHEREAS, the City has received a request from Antigo First to waive the street use fee, special event fee, and insurance requirements for the volunteer party to be held at the Peaceful Valley Park on August 20, 2016; and,

WHEREAS, this event is free to the public with any profits to be used to bring more events to the downtown area.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize waiving the street use fee, special event fee, and the insurance requirements for the volunteer party event on August 20, 2016.

(Committee Approved 4-0, Absent 2)

**Resolution No. 057-16** re Approving Waiver of Insurance Requirements and Special Event Fee for Picnic/Balloon Release on July 13, 2016 for The Compassionate Friends-Antigo Chapter

June 8, 2016

WHEREAS, the City has received a request from The Compassionate Friends – Antigo Chapter to waive the special event fee and insurance requirements for their picnic/balloon release to be held July 13, 2016; and,

WHEREAS, this event is a picnic/balloon release for families who have lost a child.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize waiving the special event fee and the insurance requirements for The Compassionate Friends – Antigo Chapter for the picnic/balloon release on July 13, 2016.

(Committee Approved 4-0, Absent 2)

**Resolution No. 058-16** re Approving Addition of \$20,000 from TIF 4 to the Façade Grant Program

WHEREAS, the City has previously approved four resolutions totaling \$80,000 to be used for eligible façade grants for improvements in the downtown area with funds to be utilized from TIF 4; and,

WHEREAS, this \$80,000 investment has resulted in property owners completing over \$480,000 of improvements to their buildings; and,

WHEREAS, while at times the work completed through this program does not always increase the assessed value of the property, it does assist in retaining the current value, in improving the appearance of the downtown area and shows marketability to potential investors.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize an additional \$20,000 to be used for façade grant improvements as approved by the Economic Development Committee with the funds to be derived from TIF 4.

(Committee Approved 4-0, Absent 2)

**Resolution No. 059-16** re Accepting Donation from Aspirus Langlade Hospital and Waive Bidding Requirement for CareFusion ReVel Ventilator

WHEREAS, the Fire Department started budgeting funds in the 2016 CIP for a ventilator which is being required more often since the upgrade to Critical Care Paramedic to be used for patients that have trouble breathing or have stopped breathing and for interfacility transfers when the patient is unable to breath adequately on their own; and,

WHEREAS, the Fire Department budgeted \$5,000 towards the ventilator and after discussing this with Dave Schneider from Aspirus Langlade Hospital, he recommended submitting a request to the hospital as they may be able to help with the cost; and,

WHEREAS, Lt. McKinney and Chief Petroskey presented the need for the ventilator to the hospital committee and they have donated \$13,000 towards the purchase of a CareFusion ReVel ventilator; and,

WHEREAS, the CareFusion ReVel is the same equipment used by the hospital which will allow for the interchange of disposable supplies with the hospital, and;

WHEREAS, because the CareFusion ReVel is sold exclusively by CareFusion representatives, the Fire Department is requesting to waive the bidding requirements and accept the quote of \$17,865.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to accept the donation from Aspirus Langlade Hospital and waive the bidding requirements,

BE IT FURTHER RESOLVED to approve the quote from CareFusion for the ReVel Ventilator at \$17,865 with funds to be derived from the Capital Equipment/Improvement Fund (CIP) and the donation.

(Committee Approved 4-0, Absent 2)

**Resolution No. 060-16** re Approve Waiver of Bidding Requirements for Chest Compression System

June 8, 2016

WHEREAS, the Fire Department has been setting money aside over the last three years in CIP to replace the aging chest compression device so the Department's EMS Committee collected data and evaluated the two different manufacturers of chest compression devices; Physio Controls LUCAS 2.2 and Zoll Auto Pulse; and,

WHEREAS, the Fire Department recommends the Physio Control LUCAS 2.2 because of the size and ease of use but due to the limited manufacturers of this special device the department is requesting to waive the bidding requirements; and,

WHEREAS, the Physio Control LUCAS 2.2 is the lowest quote and preferred by the fire department.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to waive bidding requirements and approve the low quote from Physio Control for the LUCAS 2.2 at \$14,998.99 with funds to be derived from the Capital Equipment/Improvement Fund (CIP).

(Committee Approved 4-0, Absent 2)

**Resolution No. 061-16** re Approval for City to Assist with Payment for Parking Lot Improvements at 602-604 Fifth Avenue

WHEREAS, Don and Sue Fischer of Nature's Heat Source located at 602 5<sup>th</sup> Avenue are currently in the process of renovating the east side of their building including architecturally stamped "tinted" concrete from the building to the back of the curb & gutter; and,

WHEREAS, only certain components of the proposed effort were determined to be eligible under the City's Façade Grant program at the May 2, 2016, Economic Development Committee meeting; and,

WHEREAS, the improvements being made within the City's right of way provide mutual benefit to both the landowners and the City of Antigo as evidenced by reduced maintenance from gravel and fine materials "washing into" or being "tracked into" the gutter pan and eventually into the storm sewer system and Springbrook Creek; and,

WHEREAS, in the absence of a concrete surface pedestrians are left with the option to walk within the street and this situation can be mitigated with the placement of a concrete surface; and,

WHEREAS, the limited space between the back of curb, the right of way and the building present specific challenges for parking, loading operations, and for the placement of sidewalk; the construction of a single concrete architecturally formed surface was determined to be a mutually agreeable option; and,

WHEREAS, the lot is being built under permit from the City and the material costs for an equivalent amount of sidewalk at this location equals \$1,800 of which the City will not be required to expend in the future as a result of the proposed work.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to authorize \$1,800 to be used for the concrete-surfacing of this area in lieu of sidewalk and that the owners remain responsible for its upkeep and maintenance.

BE IT FURTHER RESOLVED, that the \$1,800 in funds for this effort be derived from the City's New Sidewalk Construction CIP budget in 2016.

(Committee Approved 5-0)

**Resolution No. 062-16** re Approving Support Resolution Authorizing the City of Antigo to Respond to the State of Wisconsin's Call for a Request for Information from Interested Communities in Regards to the Wisconsin Department of Natural Resource's Announcement for Consideration to Relocate their Division of Forestry Headquarters to a Location North of Highway 10 (as Submitted to the DNR)

WHEREAS, the State of Wisconsin is currently soliciting a Request for Information (RFI) to learn about potential locations that may meet the needs for a headquarters site for the Wisconsin Department of Natural Resources' (DNR) Division of Forestry; and,

June 8, 2016

WHEREAS, the City of Antigo and Langlade County are preparing a Joint City-County proposal in response to the RFI to locate the DNR Forestry headquarters within Langlade County; and,

WHEREAS, the purpose of this resolution is to demonstrate the support of the Antigo City Council for the Joint City-County proposal to locate the DNR Forestry headquarters within our community; and,

WHEREAS, the Joint City-County proposal will address how our community would be suitable as the relocation site for the DNR Forestry headquarters, how our community is connected with the forestry community in Wisconsin, and how our location would be advantageous for the DNR Division of Forestry.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, is interested in having the DNR Forestry headquarters located in our community, and hereby supports the submission of a Joint City-County proposal to locate the DNR Forestry headquarters within Langlade County.

(Committee Approved 4-0, Absent 2)

**Resolution No. 063-16** re Approving Eliminating Sunset Drive from the Five Year Roadway Construction Program and Utilizing the 2016 Budgeted Funds for Clermont Street Project

WHEREAS, the 5-Year Roadway Improvement Plan currently calls for the resurfacing of Sunset Drive from Fifth Avenue to Eighth Avenue in 2016, the resurfacing of Sunset Drive from Eighth Avenue to Tenth Avenue in 2017 and for the reconstruction of Clermont Street from the south leg of Bridge Street to the north City limits in 2016; and,

WHEREAS, the cost estimate for the Clermont Street project has increased from its original scope of \$200,000 to \$300,000 primarily based on the need to replace the existing curb & gutter from the southern project limits to Amron Avenue along with the need to include +/- \$40,000 in storm sewer improvements north of Amron Avenue; and,

WHEREAS, the original recommendation for the resurfacing of Sunset Drive included the construction of a new sidewalk along its west side which was later determined not to be a high priority matter by the Public Works Committee based on the input of the residents living along the corridor; and,

WHEREAS, the Clermont Street project requires additional funding in order to be completed prior to the June 30, 2017 deadline or face the loss of \$100,000 in grant funds through the Wisconsin Department of Transportation's (WisDOT) Transportation Economic Assistance (TEA) program.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to remove the Sunset Drive resurfacing project from Fifth Avenue to Tenth Avenue from the City's Multi-Year Roadway Improvement Plan.

BE IT FURTHER RESOLVED, that \$50,000 of budgeted funds designated for the 2016 Street Construction Program under the Capital Improvements Program Category EDI-1 for Sunset Drive be transferred to the Clermont Street project in order to assure its completion.

(Committee Approved 5-0)

**Resolution No. 064-16** re Approving Entrepreneur's Grant Request from Lynne Henricks for 721 Fifth Avenue

WHEREAS, the City of Antigo received an application through the Langlade County Economic Development Corporation for the Downtown Entrepreneur's Grant Program from Lynne Henricks who will be moving Bremax Insurance and Investments, LLC from outside the program's defined corridor to 721 Fifth Avenue (former Toburen Photography building); and,

WHEREAS, the grant request (25%) in an amount of up to \$15,000 will be used for building renovation costs estimated to be \$79,397 as an eligible expense of the program; and,

WHEREAS, the Langlade County Economic Development Corporation reviewed the application recommending it's advancement.

June 8, 2016

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, to approve the Downtown Entrepreneur's Grant for Lynne Henricks of Bremax Insurance and Investments, LLC based on the request to cover 25% of the building renovation costs in a matching amount not to exceed \$15,000; the limit of the grant's matching funds.

BE IT FURTHER RESOLVED, the grant funds will not be paid, per the program guidelines, until Bremax Insurance and Investments, LLC is open for business in their new location and has shown paid receipts for the eligible expenses.

(Committee Approved 4-0, Absent 2)

**Resolution No. 065-16** re Approving Fire Department's Request to Seek Donations for School Trauma Kits

WHEREAS, the Fire Department is requesting to seek funds to purchase School Trauma Kits to be placed in all schools throughout Langlade County with each kit containing simple supplies that can be used before EMS is able to arrive which could save lives; and,

WHEREAS, the Fire Department has discussed this with Brian Misfeldt, Antigo School District Administrator Designee, and Bill Fisher, Administrator of the Elcho/White Lake School Districts, and they both agree this would be a great asset to have in the class rooms with an estimated cost of \$6,000; and,

WHEREAS, the Fire Department has reached out to Elcho Rescue and Troutland Rescue to help with the fund raising and to assist in the process of training school staff.

NOW, THEREFORE, BE IT RESOLVED, BY The COMMON COUNCIL, City of Antigo, to approve the Antigo Fire Department to accept donations and seek grants for the School Trauma Kits.

(Committee Approved 4-0, Absent 2)

**Communications**

Reports from the department managers and agencies (placed on file).

Proclamation Declaring May 8<sup>th</sup> – May 14<sup>th</sup> National Nursing Home Week

Aldersperson Darling moved, Aldersperson Bugni seconded, to approve the Consent Agenda.

Ayes were: Kapusta, Darling, Kassis, T. Bauknecht, Feller Gottard, Turney, Bugni, and Balcerzak. Noes were: None. Absent: D. Bauknecht. Carried.

**NEW BUSINESS**

**Resolutions**

**Resolution No. 066-16** re Approving Various License Renewals Upon Completion of Inspections For: Never Enough, LLC; Schizmars, LLC; Kramer-Schmidt Oil Corp. dba Gas-N-Go Travel Center (2120 Neva Road); Remington Oil, Inc. (101 Superior Street); and Remington Oil Company, Inc. (601 Superior Street)

WHEREAS, the attached list of license holders have applied for license renewals as of July 1, 2016, and are in addition to those approved by Resolution No. 052-16 on May 11, 2016; and,

WHEREAS, statements duly executed by the Chief of Police, Building Inspector/Zoning Administrator, Health Department, and Fire Chief certifying that they have inspected said premises and found them to be in compliance will be on file before any licenses have been issued.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo, that those persons, firms, and/or corporations named on the attached schedule be granted the licenses indicated opposite their names, for the licensing period July 1, 2016, through June 30, 2017, pursuant to ordinance upon payment of the fee and completion of necessary inspections.

BE IT FURTHER RESOLVED, the Clerk-Treasurer will issue the licenses upon receipt of the executed inspection statements and license holders have made payment of all outstanding invoices.

(Attachment on file in the Clerk-Treasurer's office.)

Aldersperson Kassis moved, Aldersperson T. Bauknecht seconded, to approve Resolution No. 066-16. Carried.

**Resolution No. 067-16** re Approving Compliance Maintenance Annual Report from Infrastructure Alternatives

RESOLVED BY THE COMMON COUNCIL, City of Antigo, that the Department of Natural Resources be informed that the Antigo Common Council has done the following:

1. Reviewed the Compliance Maintenance Report that is on file in the City Clerk-Treasurer's Office; and,
2. Set forth the following actions necessary to maintain effluent requirements contained in the WPDES Permit:
  - a. Complete CMOM Plan
  - b. Maintain Problem Areas throughout the year.
  - c. Jet and clean 30 to 35 blocks.
  - d. Work with industrial customers for compliance.

Aldersperson Kassis moved, Aldersperson T. Bauknecht seconded, to approve Resolution No. 067-16. Carried.

**Resolution No. 068-16** re Approving Combining Wards 1-9 Into One Ward for August 2016 Primary Election

WHEREAS, the reporting units for election purposes in the City of Antigo have been established as Ward 1 (Aldermanic District 1), Ward 2 (Aldermanic District 2), Ward 3 (Aldermanic District 3), Ward 4 (Aldermanic District 4), Ward 5 (Aldermanic District 5), Ward 6 (Aldermanic District 6), Ward 7 (Aldermanic District 7), Ward 8 (Aldermanic District 8), and Ward 9 (Aldermanic District 9); and,

WHEREAS, there will only be one or two offices on the ballot for the Partisan Primary Election on August 9, 2016, so a low voter turnout is expected; and,

WHEREAS, Wisconsin Statute 5.15(6)(b) allows municipalities with a population of less than 35,000 to combine wards for voting purposes 30 days before each spring primary; and,

WHEREAS, there will be a cost savings to the City of Antigo by combining wards for the August 9, 2016, Partisan Primary Election.

NOW, THEREFORE, BE IT RESOLVED, BY THE COMMON COUNCIL, City of Antigo to hereby approve combining Ward 1 (Aldermanic District 1), Ward 2 (Aldermanic District 2), Ward 3 (Aldermanic District 3), Ward 4 (Aldermanic District 4), Ward 5 (Aldermanic District 5), Ward 6 (Aldermanic District 6), Ward 7 (Aldermanic District 7), Ward 8 (Aldermanic District 8), and Ward 9 (Aldermanic District 9) into one reporting unit for election reporting purposes for the Partisan Primary Election on August 9, 2016, if an election is held,

BE IT FURTHER RESOLVED, this is for reporting purposes for the Partisan Primary Election only and after this election, the reporting units will revert to individual reporting units.

Aldersperson Darling moved, Aldersperson Bugni seconded, to approve Resolution No. 068-16. Carried.

## **Ordinance**

### **Ordinance No. 1279B** Pitbull Ordinance Update to Delete the Grandfather Provision

Alderson Kassis moved, Alderson Darling seconded, to approve Ordinance No. 1279B.

Alderson Kassis moved, Alderson Balcerzak seconded, to amend Ordinance No. 1279B to include deleting Section (b) (3) also as it relates to the grandfather clause. Carried.

Ayes to approve Ordinance No. 1279B as amended were: Kapusta, Darling, Kassis, T. Bauknecht, Feller Gottard, Turney, Bugni, and Balcerzak. Noes were: None. Absent: D. Bauknecht. Carried.

## **Licenses**

Belles Smokehouse, LLC at 800 Fifth Avenue (contingent upon inspections)  
"Class B" Fermented Malt Beverage and Intoxicating Liquor

Alderson Bugni moved, Alderson Kassis seconded, to approve "Class B" Fermented Malt Beverage and Intoxicating Liquor License for Belles Smokehouse, LLC. Carried.

Mobile Home Camp License for Thomas A. and Sherry B. Light/Forrest Avenue Mobile Home Park (contingent upon inspections)

Alderson Darling moved, Alderson Balcerzak seconded, to approve the Mobile Home Camp License for Thomas A. and Sherry B. Light/Forrest Avenue Mobile Home Park. Carried.

Mobile Home Camp License for Richard and Nicole DuBois/St. Charles Place MHC, LLC (contingent upon inspections)

Alderson T. Bauknecht moved, Alderson Bugni seconded, to approve the Mobile Home Camp License for Richard and Nicole DuBois/St. Charles Place MHC, LLC. Carried.

## **MISCELLANEOUS BUSINESS**

### **Payment of Bills**

Alderson Darling moved, Alderson Bugni seconded, that Direct Deposits for May 6 and 20, 2016, payrolls, City First Merit Bank Accounts Payable Check Nos. 63007-63204, both inclusive, Self-Funding Health Insurance Check Nos. 1886-1888, both inclusive, and Block Grant Revolving Loan Fund Check Nos. 3468-3471, both inclusive, be allowed as approved by the Mayor; and the Clerk-Treasurer be directed to pay the same.

Ayes were: Kapusta, Darling, Kassis, T. Bauknecht, Feller Gottard, Turney, Bugni, and Balcerzak. Noes were: None. Absent: D. Bauknecht. Carried.

### **Committee Referrals**

There were no committee referrals.

Kaye Matucheski, Clerk-Treasurer, reminded Council of the training scheduled for Aldersons before the July Council meeting for the new agenda software.



**Adjournment**

Aldersperson Bugni moved, Aldersperson Kassis seconded, to adjourn at 6:17 p.m.  
Carried.

Approved:

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Mayor

Attest:

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Clerk-Treasurer