

**CITY OF GILLETT COMMON COUNCIL  
NOTICE OF REGULAR MEETING**

Council Chambers – Municipal Building  
150 N McKenzie Ave – Gillett, WI 54124

**THURSDAY, MARCH 4, 2021 AT 6:00 PM**

**MINUTES**

1. Mayor McCarthy called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.

**Roll Call**

**Present:** Mayor Josh McCarthy, Alderpersons Nanette Mohr, Sandra Hubbard, Debbie Rudie, Marie Blaser, Gary Spaulding, and Matthew Stroik, Clerk Treasurer Chelsea Anderson, Police Chief Kevin Schneider, Fire Chief Kurt Hicks, and Utility and Public Works Department Head Ron Anderson. Public Kevin Smith and Katie Pecha Daul.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**

3. **Public Input:** None

Discussion & possible action on minutes for January 7, 2021

**MOTION: Mohr/Rudie**

*Motion to approve minutes from January 7, 2021*

**Voice Vote:** All Ayes - **MOTION CARRIED**

4. **CDA Report:** No new report.

5. **Library Report:** Alderperson Rudie – Librarians last day was March 4, 2021 and library aid gave two-week notice. Library board is actively looking to fill the positions. The librarian wage is set for 23 dollars an hour or less depending on certifications and experience, and the Aid position is by experience. The community center roof project is completed and there is no further damage or leaking. The library is extremely organized and clean, looking the best it ever has. The CARL system for library is implemented and running smoothly. Until further staffing is available, the library will be closed Mondays and Fridays.

6. **Tourism & Marketing Commission Report:** Meeting set for March 15, 2021 at 5:00 PM

7. **Financial Report:** Clerk Treasurer

- a. Updated Monthly Check Register Provided

**MOTION: Rudie/Blaser**

*Motion to approve January and February 2021 check registers.*

**Roll Call Vote:** All Ayes - **MOTION CARRIED**

8. **Police Department Report:** Police Chief Kevin Schneider

- a. Discussion on Incident Summary Report –Chief Schneider provided the incident report.

- b. Discussion on Training and Public Relations – The Squad Grant is waiting on equipment bids.

Training- Gillett Officers went to CPR training at the Gillett Ambulance Garage, which also included AED training, which is a two-year certification. Public Relations- Officers do a School check every week including a walk through. A County K9 officer got to train in our city hall building and garage.

9. **Fire Department Report:** Chief Hicks

- a. Discussion on Training, Public Relations, and Incident Summary Report – Chief Hicks reported that they had three calls for the month: smoke detector, carbon monoxide detector, and a lift assist for Gillett EMS. Trained last Tuesday with Suring, Underhill and City of Gillett on the burn house. Training drills included were “Denver drill” and new training methods. Denver drill is a method of extraction, in a confined space with small opening, method involves more firefighters to get the victim out safely and fast. Trainers were all in PPE, in another segment of training, the rapid intervention team called for mayday calls for extraction. Officer meeting Tuesday, then another training Saturday at the burn house. Stations will be set up for drills like search and rescue, always working and training with other departments. Roster is full for the Fire Department. RAM and Engine 1912 will be DOT inspected- they have to be every two years. Pump testing will also be done.

**10. Health, Protection and License Committee Report: Alderperson Blaser**

- a. Discussion and possible action on the tobacco and smoking policy-Leave lay
- b. Discussion and possible action on the burning ordinance-Leave lay
- c. Discussion and possible action on the solar power ordinance-Leave lay
- d. Discussion and possible action on picnic license for Roy Hubbard Memorial Truck

**MOTION: Mohr/Stroik**

*Motion to approve the Roy Hubbard Memorial Truck Show picnic license contingent upon showing proof of insurance for the event.*

**Voice Vote: All Ayes - MOTION CARRIED**

**11. Board of Public Works Committee Report: Alderperson Stroik**

- a. Discussion and possible action on a sidewalk program with an agreement between the city and a homeowner to help repair or reconstruct their sidewalk where the homeowner pays half and city pays half for 2022.

**MOTION: Mohr/Spaulding**

- b. *Motion to approve the sidewalk program with an agreement between the city and a homeowner to help repair or reconstruct their sidewalk where the homeowner pays half and city pays half.*

**Roll Call Vote: All Ayes - MOTION CARRIED**

- c. Discussion and possible action on raising the labor charges on snow removal to \$75 per time, salting \$50 per time, chipping per minute \$5, special trip charge for chipping \$50, no half hour minimum, weed cutting by hand \$85, weed cut machine \$150, lawn mow man and machine \$150 per hour, chainsaw \$85, tree trimming per minute \$5, front end loader \$200, extra man \$75, 1 ton and man \$125, dump truck and man \$200, sweeping man and machine \$125, compactor \$85, sanding with truck \$150, storm sewer permit \$75, and street opening permit \$25

**MOTION: Spaulding/Rudie**

*Motion to approve raising the charges on the fee schedule listed above.*

**Roll Call Vote: All Ayes - MOTION CARRIED**

- d. Discussion and possible action on approving the purchase of a used leaf vacuum from Old Dominion Brothers, 10 years old, diesel motor, dust collection, hydraulic pump and arms, 25 cubic yards, not to exceed \$35,000, 30-day warranty starts when we start leaf collection. Sell current leaf vacuum as is on auction site Gov-Deals.

**MOTION: Rudie/Blaser**

*Motion to approve the purchase of the new leaf vacuum with a 6-month warranty, and the sale of the old leaf vacuum to be deposited into the equipment savings account.*

**Roll Call Vote: All Ayes - MOTION CARRIED**

- e. Discussion and possible action on approving the bid for a new truck for public works with Monroe box, not to exceed \$70,000.

**MOTION: Blaser/Hubbard**

*Motion to approve the bid for the new truck for public works with a Monroe box, not to exceed \$70,000 for a 2022 Ford F550 from Petersons in Oconto Falls, sale of old truck goes to equipment savings account.*

**Roll Call Vote: All Ayes - MOTION CARRIED**

- f. Discussion and possible action on approving garbage ordinance.

**MOTION: Mohr/Hubbard**

*Motion to approve the garbage ordinance with the changes of the bins not to be removed from the city, fine of \$50 for prohibited items, and add excessive in front of clothing.*

**Roll Call Vote: All Ayes - MOTION CARRIED**

- 12. Utility Committee Report: Alderperson Mohr-** Utility Operator Ron Anderson reported that they put a new recirculation pump at the wastewater treatment plant because the previous one quit. We had a yellow water complaint, this is because May to October the city pumps a million gallons of water a day, mostly because of the canning factory, during the off-season of canning we pump only 60,000 a day, so the water is not moving as much. Spring and Fall we always flush the hydrants, no flushing in

winter because with frost we don't want to cause a water main break. Cleared water mains by flushing, iron in water because of old water mains, flushing should remove and discoloration.

- a. Discussion and possible action on the purchase of the Zahn Building for \$55,000.

**MOTION: Rudie/Stroik**

*Motion to approve purchasing the old Zahn's Garage building at 137 S Lake Street for \$56,123.00 with title fees.*

**Roll Call Vote:** All Ayes - **MOTION CARRIED**

**13. Finance and Personnel Committee Report:** Alderperson Hubbard

- a. Discussion and action on Election inspectors; Kevin Smith, Theresa Nelson, Carol Swim, Leone Christensen, Autumn Covert, Betty Bubolz, Jane Frederick, and Darlene Fleishman-Rudie asked clerk to advertise the position on the city website and facebook.

**MOTION: Blaser/Mohr**

*Motion to approve the election inspectors including list above and Marie Blaser.*

**Roll Call Vote:** All Ayes - **MOTION CARRIED**

**14. Park and Cemetery Committee Report:** Alderperson Rudie- Department Head Ron Anderson reported that AARP has a grant for small communities for parks, and that he will write a grant for new playground equipment, ours is over 20 years old, the grant is due by April 15. The parks committee also got a quote to turn the tennis court at Orby Jones Sports Complex to a Pickle ball court. The tennis court is in bad shape.

- a. Discussion and possible action on park rental form-raising rental prices.

**MOTION: Rudie/Spaulding**

*Motion to approve raising the park rental prices.*

**Roll Call Vote:** All Ayes - **MOTION CARRIED**

- b. Discussion and possible action on Bear's Tree Service bid for \$1250.00 to take down 3 trees, grind stumps, and remove wood.

**MOTION: Mohr/Stroik**

*Motion to approve the bid from Bear's Tree Service to removed trees in the cemetery.*

**Roll Call Vote:** All Ayes - **MOTION CARRIED**

- c. Discussion and possible action on Truck Show June 17-20, 2021, FFA Alumni, and Fourth of July park rental.

**MOTION: Stroik/Blaser**

*Motion to approve the park rental for The Roy Hubbard Memorial Truck Show, FFA Alumni, and The Fourth of July contingent upon all showing proof of insurance and applying for street closures.*

**Roll Call Vote:** All Ayes - **MOTION CARRIED**

**15. Planning Committee Report:** Alderperson Spaulding- Next meeting March 15, 2021 at 4:15 PM

- a. Discussion and possible action on Ridgewood lots- Leave Lay

**16. Clerk Treasurer's Report:** Clerk reported that the Deputy Clerk resigned and the finance committee is looking for a replacement after listing the job on indeed, website, and in the paper. Also reported that we have an upcoming election on April 6, 2021, which includes the wards and judge.

**17. Attorneys Report:** No new report.

**18. Mayor's Report:** No new report.

**MOTION: Stroik/Rudie**

*Motion to adjourn.*

**Voice Vote:** All Ayes - **MOTION CARRIED**

Respectfully Submitted,  
Clerk Treasurer Chelsea Anderson

**CITY OF GILLETT COMMON COUNCIL  
NOTICE OF REGULAR MEETING**

Council Chambers – Municipal Building  
150 N McKenzie Ave – Gillett, WI 54124

**THURSDAY, MARCH 4, 2021 AT 6:00 PM**

**AGENDA**

Council may deviate from agenda as needed

1. Mayor calls meeting to order. Pledge of Allegiance
2. Clerk takes roll and informs the Council that the Open Meeting Law has been complied with
3. Public Input
4. Discussion & possible action on minutes for January 7, 2021
5. **CDA Report:**
6. **Library Report:** Alderperson Rudie - Report
7. **Tourism & Marketing Commission Report:**
8. **Financial Report:** Clerk Treasurer
  - a. Updated Monthly Check Register Provided
9. **Police Department Report:** Police Chief Schneider
  - a. Discussion on Incident Summary Report
  - b. Discussion on Training and Public Relations
10. **Fire Department Report:** Chief Hicks
  - a. Discussion on Training, Public Relations, and Incident Summary Report
11. **Health, Protection and License Committee Report:** Alderperson Blaser
  - a. Discussion and possible action on the tobacco and smoking policy
  - b. Discussion and possible action on the burning ordinance
  - c. Discussion and possible action on the solar power ordinance
  - d. Discussion and possible action on picnic license for Roy Hubbard Memorial Truck Show
12. **Board of Public Works Committee Report:** Alderperson Stroik
  - a. Discussion and possible action on a sidewalk program with an agreement between the city and a homeowner to help repair or reconstruct their sidewalk where the homeowner pays half and city pays half for 2022
  - b. Discussion and possible action on raising the labor charges on snow removal to \$75 per time, salting \$50 per time, chipping per minute \$5, special trip charge for chipping \$50, no half hour minimum, weed cutting by hand \$85, weed cut machine \$150, lawn mow man and machine \$150 per hour, chainsaw \$85, tree trimming per minute \$5, front end loader \$200, extra man \$75, 1 ton and man \$125, dump truck and man \$200, sweeping man and machine \$125, compactor \$85, sanding with truck \$150, storm sewer permit \$75, and street opening permit \$25.
  - c. Discussion and possible action on approving the purchase of a used leaf vacuum from Old Dominion Brothers, 10 years old, diesel motor, dust collection, hydraulic pump and arms, 25 cubic yards, not to exceed \$35,000, 30-day warranty starts when we start leaf collection. Sell current leaf vacuum as is on auction site Gov Deals.
  - d. Discussion and possible action on approving the bid for a new truck for public works with Monroe box, not to exceed \$70,000
  - e. Discussion and possible action on approving garbage ordinance

Posted: City Hall and City Website----**Agenda subject to change up to 24 hours prior to meeting** Cc: City Council, Mayor, Attorney, Gillett Fire Dept., Gillett Police Dept. Contact City Clerk at 920-855-2255 prior to meeting if additional services are required. **It is possible that members of and possibly a quorum of members of the City Council or other committee may be in attendance** at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

**"An Equal Opportunity Employer"**

13. **Utility Committee Report:** Alderperson Mohr
  - a. Discussion and possible action on the purchase of the Zahn Building for \$55,000
14. **Finance and Personnel Committee Report:** Alderperson Hubbard
  - a. Discussion and action on Election inspectors; Kevin Smith, Theresa Nelson, Carol Swim, Leone Christensen, Autumn Covert, Betty Bubolz, Jane Frederick, and Darlene Fleishman
15. **Park and Cemetery Committee Report:** Alderperson Rudie
  - a. Discussion and possible action on park rental form-raising rental prices
  - b. Discussion and possible action on Bear's Tree Service bid for \$1250.00 to take down 3 tree, grind stumps, and remove wood.
  - c. Discussion and possible action on Truck Show June 17-20, 2021, FFA Alumni, and Fourth of July park rental
16. **Planning Committee Report:** Alderperson Spaulding
  - a. Discussion and possible action on Ridgewood lots
17. **Clerk Treasurer's Report:** Clerk Treasurer
18. **Attorneys Report:** Hanaway Ross Law Firm
19. **Mayor's Report:** Mayor McCarthy
20. Adjourn

Posted: City Hall and City Website----**Agenda subject to change up to 24 hours prior to meeting** Cc: City Council, Mayor, Attorney, Gillett Fire Dept., Gillett Police Dept. Contact City Clerk at 920-855-2255 prior to meeting if additional services are required. **It is possible that members of and possibly a quorum of members of the City Council or other committee may be in attendance** at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

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CITY OF GILLETT COMMON COUNCIL  
NOTICE OF REGULAR MEETING  
COUNCIL CHAMBERS  
150 N McKenzie Ave., Gillett, WI  
MINUTES  
Thursday, January 3<sup>rd</sup>, 2021 at 6:00 PM

1. **Chair Stroik called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.**  
**Roll Call:** Present: Alderpersons Marie Blaser, Nanette Mohr, Sandra Hubbard, Gary Spaulding, Matthew Stroik, Debbie Rudie, Deputy Clerk Tonni Larson, and Utility & Public Works Department Head Ron Anderson. Librarian Kim Meyers, Police Chief Kevin Schneider, and Fire Chief Kurt Hick. Mayor McCarthy was excused for work.
2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **PUBLIC INPUT:** None
4. **Discussion & possible action on minutes for December 3<sup>rd</sup>, 2020.** Let it be noted that the date on the minutes was incorrect and would be corrected but the minutes were correct. Deputy Clerk will correct the document for record keeping.  
**MOTION: Rudie/Spaulding**  
*Motion to approve the minutes from November 3<sup>rd</sup>, 2020.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
5. **CDA Report:** No Report
6. **Library Report:** Meyer reported that they are starting to let people in and have been providing some take home crafts. She has been meeting with system directors to discuss the changing environment for library services. She also noted that DPI, Dept. of Public Instruction, encourages the facilities to be open for access to computers. During COVID many residents may be looking for jobs and will need access to computers. Rudie commented that the courtyard looks very nice and she noted that there will not be ice skating this year also a result of COVID.
7. **Tourism & Marketing Commission Report:** No formal report but Rudie did ask that moving forward that the process for filing the positions of Tourism and Marketing be reviewed with the possibility of opening it up to the community. She feels we should make residents aware of the opportunity. Rudie did state that she discussed this with the Mayor and he agrees.
8. **Financial Report:** Deputy Clerk Tonni Larson
  - a. Monthly Check Register was provided to the council and is made a part of these minutes. Stroik reminded the group that in the coming months the council will be provided with a true income statement which will help everyone understand where the City is in comparison to budget each month. Check registers are not enough he noted. In addition, once Kerber Rose has the yearend financial data available, they will be on site to present the details of financial activity through 12.31.2020. This will be on-going with Kerber Rose at least a quarterly basis.**MOTION: Blaser/Spaulding**  
*Motion to approve the checkbook register as presented.*  
**Voice Vote:** All Ayes - **MOTION CARRIED**
9. **Police Department Report:** Police Chief Schneider
  - a. Discussion on Incident Summary Report – Chief Schneider presented the group with the activity report which is attached the minutes. Schneider reports that the team is still working on enforcing off street parking during the snow season through the city. He stated that Officer Anderson started on January 1<sup>st</sup> and they now have every shift covered.
  - b. Discussion on Training and Public Relations – Chief Schneider said he would be sending Officer Anderson through field training in February. Rudie said she really likes what Schneider posts to facebook. She feels it builds relationships and image for the city. Schneider said that Officer

Breitenbach is the facebook guy so he should get the credit. Rudie wanted them to know it is appreciated.

**10. Fire Department Report:**

- a. Discussion on Training, Public Relations, and Incident Summary Report – Chief Hicks highlighted the activity report which included 4 calls. He gave a brief detail of each. Hicks announced training for the year would include the burning of a house in rural Suring area. This would be a combined training with Underhill, Town of Gillett and Suring all working together. He explained the IM Responding for incoming calls and explained how it worked. He noted that it is very helpful for the dept. showing who is responding. The large screen TVs in the station will display the responders who checked in. The fire dept. has had some issues with COVID but nothing from the office. COVID issues are reported from the individuals in their personal lives. Hicks recommended the council look at creating some clarity in the burning ordinance. Many gray areas in the current ordinance make it hard for his dept. or the PD to enforce anything when calls come in. Stroik says he will include Hicks and Schneider in the next HPL meeting to review and refine the ordinance. They will look at other municipalities burning ordinances for creating a stronger one for the city. Mohr asked Hicks to review the Codebook and noted that the council will be starting to work on the Codebook again after February 1<sup>st</sup>. Hicks requested that Tobacco be added to the list for review. Mainly chewing tobacco which is becoming a problem at the dept. Larson noted that the tobacco policy should be added to the employee handbook.

11. **Health, Protection and License Committee Report:** Alderperson Blaser asked that a meeting be setup for Thursday February 11 beginning at 5 pm. Items for this agenda will be the burning ordinance and tobacco. Rudie asked the deputy Clerk to print the current ordinances and put them in the mailboxes of council, committee members and to include Hicks and Schneider.
12. **Board of Public Works Committee Report:** Anderson provided a status and update on the new garbage cart program. All carts are delivered and were in use on this past Tuesday. This generated an excessive amount of calls to both the city hall and to public works. Anderson thinks it will settle down in a couple weeks. Stroik asked who will be policing the carts. (not allowing them to sit curb side etc) Anderson said he plans to go around the city to educate to start. Stroik commended Anderson and his team on a good job with the snow this year. Anderson noted that with the new equipment, they are able to cut snow time in half and they will become even more efficient as time goes on. Last, Anderson explained the spreadsheet he now has to inventory all carts. Inventory includes address and ID of each cart. The extra carts are included on the spreadsheet. He has provided extra copies of this spreadsheet throughout the organization and in different depts. for record keeping.
13. **Utility Committee Report:** Mohr did not have a report but asked about the well #2. Anderson is working on the problem on well 2 which may need repair if it cannot be resolved. This well is currently offline. Vendor will be in tomorrow. There as an issue with the electric heaters going out on well #4 but it is being taken care of.
14. **Finance and Personnel Committee Report:** Alderperson Hubbard had no report but noted that she will schedule a meeting when Kerber Rose is ready with the yearend financial documents.
15. **Park and Cemetery Committee Report:** Rudie requested to meet with Anderson and Larson to review the OBJ Property for clarity on the original agreement when the property was donated to the city. Depending on what happens with sports and COVID this year, a group of parents may wish to form a ball field organization. By reviewing the original agreement for requirements, who is responsible and who should maintain etc., we should have better idea of what we can allow or do with the property. Anderson will review the budget for parks and cemetery and report back. He said his crew will soon be working on some tree cutting in the cemetery.

**16. Planning Committee Report:**

- a. Discussion and Possible Action on Ridgewood and campgrounds. Spaulding asked that the item be tabled for now based on the outcome of today's earlier meeting.

**17. Clerk Treasurer's Report:** None – Stroik and Rudie noted that Larson was doing a great job in the office and she was thanked by the group.

**18. Attorneys Report:** None

**19. Mayor's Report:** None

**20. Adjournment at 7:10 PM.**

**MOTION: Spaulding/Blaser**

*Motion to adjourn.*

**Voice Vote: All Ayes - MOTION CARRIED**

Respectfully Submitted by  
Deputy Clerk - Tonni Larson



3/04/2021 11:09 AM

Reprint Check Register - Quick Report - ALL

Page: 15  
ACCT

PNB - PESHTIGO CHECKING

ALL Checks

Posted From: 1/01/2021 From Account:  
Thru: 2/28/2021 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	856,014.03
Total Expenditure from Fund # 220 - LIBRARY	12,983.40
Total Expenditure from Fund # 240 - CDA	430.01
Total Expenditure from Fund # 320 - TIF 2	94.00
Total Expenditure from Fund # 330 - TIF 3	237.60
Total Expenditure from Fund # 600 - UTILITY FUND	20,515.14
Total Expenditure from Fund # 700 - CAPITAL OUTLAY	258,938.81
Total Expenditure from Fund # 950 - DEBT SERVICE	94,610.16
Total Expenditure from all Funds	1,243,823.15

3/04/2021 11:10 AM

Reprint Check Register - Quick Report - ALL

Page: 5  
ACCT

PNB - UTILITY CHECKING

ALL Checks

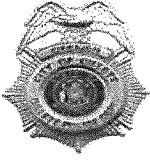
Posted From: 1/01/2021 From Account:  
Thru: 2/28/2021 Thru Account:

Amount

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Total Expenditure from Fund # 600 - UTILITY FUND	176,500.46
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Total Expenditure from all Funds	176,500.46
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# Gillett Police Department

## Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
911 Hangup	5
911 Open Line	1
Assist Other Agency	3
Alarm	1
Request for ambulance	6
Animal Found	1
Animal Noise	1
Animal Problem	3
Attempt to Locate	1
Building Check	49
Burglary	1
Child Abuse	1
Citizen Assist	5
Civil Matter	2
Custodial Interference	1
Direct Traffic	1
Disturbance	6
Domestic Disturbance	1
Fire	1
Found Property	2
Fraud	1
Harassment	1
Information Report	2
Juvenile Problem	1
Lockout	3
Motorist Assist	1
Noise Disturbance	1
Open Records Request	2
Ordinance Violation	1
Parking Problem	7
Property Damage, Not Vandalism	2
Public Relations	4
School Safety Check	1
Service Papers	3
Suspicious Person, Circumstnce	3
Threatening	1
Traffic Accident-No Report	1
Traffic Miscellaneous	2
Traffic Violation	15
Traffic Stop	14
Truancy	1
Wanted Person	3
Welfare Check	5

# Application for Temporary Class "B" / "Class B" Retailer's License

Additional Information on reverse side. Contact the municipal clerk if you have questions.

Fee \$ \_\_\_\_\_

Application Date: 2-6-2021

☐ Town ☐ Village ☒ City of Gillett

County of Oconto

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning June 18 and ending June 19 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

## 1. Organization (check appropriate box) →

☒ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Chamber of Commerce or similar Civic or Trade Organization

☐ Veteran's Organization

☐ Fair Association

(a) Name Roy Hubbard Memorial Truck Show

(b) Address P.O. Box 64, Gillett, WI 54124  
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 2019

(d) If corporation, give date of incorporation \_\_\_\_\_

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

## (f) Names and addresses of all officers:

President Josh Arndt

Vice President Mike Lambrecht

Secretary Wendy Vorphal

Treasurer Katie Lambrecht

(g) Name and address of manager or person in charge of affair: Roxann Majewski  
125 S Garden Ave, Gillett

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number East Park St, City Park

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: \_\_\_\_\_

## 3. Name of Event

(a) List name of the event Roy Hubbard Memorial Truck Show

(b) Dates of event June 18, 19

## DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Wendy Vorphal 2-23-21  
(Signature/date)

Officer John Lambrecht 2-6-2021  
(Signature/date)

Roy Hubbard Memorial Truck Show  
(Name of Organization)

Officer Kathryn Lambrecht 2/6/21  
(Signature/date)

Officer John Lambrecht 2/12/21  
(Signature/date)

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

CITY OF GILLETT  
BOARD OF PUBLIC WORKS  
AGREEMENT TO REPAIR OR RECONSTRUCT SIDEWALKS

It is hereby agreed by and between \_\_\_\_\_ hereinafter referred to as the Property Owner, and the City of Gillett, by the Board of Public Works, hereinafter referred to as the City, to the following terms:

1. The property owner agrees to hire the contractor awarded the contract by the city for the repair and reconstruction of sidewalks within the City of Gillett.

2. The cost of the reconstruction by the contractor will be based on a public bid let to the lowest responsible bidder for all work ordered repaired by the property owner and all work requested by agreement with the property owner within the city.

3. The city agrees under this contract to bear 50% of the costs of all sidewalks up to five feet in width. Any costs for removal of trees or obstructions, or any sidewalk footage in excess of five feet wide, will be the responsibility of the property owner.

4. The property owner shall be responsible to pay the City the owner's share within 30 days of the notice to the owner of the total bill. Failure to pay the bill by \_\_\_\_\_, will result in the total bill being added to the Real Estate tax bill as a special assessment.

5. It is understood that the reconstruction shall be for the approximate distance of \_\_\_\_\_ feet of sidewalk located at \_\_\_\_\_.

Estimated cost to property owner:

4 inch sidewalk: \_\_\_\_\_ ft x \_\_\_\_\_ ft x \$ \_\_\_\_\_ per sq. ft. = \$ \_\_\_\_\_

6 inch sidewalk: \_\_\_\_\_ ft x \_\_\_\_\_ ft x \$ \_\_\_\_\_ per sq. ft. = \$ \_\_\_\_\_

Total of sidewalk work \$ \_\_\_\_\_

Additional work: \_\_\_\_\_ \$ \_\_\_\_\_

Property Owner:

City of Gillett:

\_\_\_\_\_

\_\_\_\_\_

Dated: \_\_\_\_\_





1151 W Main Avenue  
DePere, WI 54115  
Sales Rep: Troy Redfearn  
Ph: (920) 360-4446  
www.MonroeTruck.com

J.O. #

Quotation ID: 2MAW002725-1

Date: 2/17/2021

Valid thru: 3/19/2021

Terms: NET 30

Quoted by: Mark Woelfel

Ph/Fax: 920-347-4181 / 920-336-8118

**Quoted to:**

GILLETT, CITY OF (ATTN: )

150 N. MCKENZIE AVE.

GILLETT, WI 54124

Ph: 920-855-2255 / Fax: 920-855-2683

Email:

**Chassis Information**

<b>Year:</b> 2020	<b>Make:</b> FORD	<b>Model:</b> F-550	<b>Chassis Color:</b>	<b>Cab Type:</b> REGULAR
<b>Single/Dual:</b> DRW	<b>CA:</b> 84.0	<b>CT:</b> -1.0	<b>Wheelbase:</b> 169.0	<b>Engine:</b> GAS
			<b>F.O. Number #:</b>	<b>Vin:</b>

**Notes:**

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description	Amount
-------------	--------

MTE-ZEE 11', STAINLESS STEEL, 2-3 YD CAPACITY, RIGID SIDE, DUMP BODY  
- 10 GA. FLOOR, 10 GA. SIDES & ENDS, 11" H DOUBLE WALL SIDES, 17" H TAILGATE  
- 45,000 PSI YIELD STRENGTH STAINLESS STEEL FLOOR, SIDES & ENDS  
- HEAVY DUTY FRONT BULKHEAD WITH TAPERED LASER CUT WINDOW & INTEGRAL 12" TAPERED CAB SHIELD (GM MEDIUM-DUTY BODY TO HAVE FULL-WIDTH SQUARE CAB SHIELD IN LIEU OF TAPERED)  
- INTERNAL DIRT SHEDDING TOP RAILS & TAILGATE  
- WESTERN-STYLE UNDERSTRUCTURE WITH 10 GAUGE LONG-MEMBERS  
- SINGLE-LEVER RELEASE, QUICK DROP TAILGATE  
- (2) UNDERBODY TIE LOOPS  
- L.E.D. FMVSS108 LIGHTS & REFLECTORS  
- REAR REAR FLAPS  
- STAINLESS STEEL FINISH

LESS-HYDRAULICS SUB-FRAME HOIST (CHAMPION)

BACKUP ALARM

MTE/FORCE AMERICA HYDRAULICS PACKAGE (ELEC HOIST/BOSS PLOW W/ SMART HITCH (SPIN/AUG)) STAINLESS STEEL

- MANIFOLD VALVE ASSEMBLY
- 13 GALLON CAPACITY STAINLESS STEEL HYDRAULIC RESERVOIR/ENCLOSURE WITH INTERNAL FILTER
- FILLER/BREATHING CAP, LEVEL/TEMP SIGHT GLASS, 3/4" MAGNETIC PLUG
- FILTER CONDITION INDICATOR
- WEATHER TIGHT COVER
- HYDRAULIC RESERVOIR/ENCLOSURE WILL BE MOUNTED ON FRAME RAIL
- \* ELECTRIC TOGGLE SWITCH TO OPERATE HOIST
- FORCE 3100 SPREADER CONTROL
- MISCELLANEOUS HOSES & FITTINGS
- SUCTION STRAINER

FORD PTO / PUMP

HOSES & FITTINGS RAN TO REAR FOR FUTURE V-BOX SPREADER

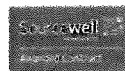
TRUCKSIDE BOSS TO WORK WITH EXISTING BOSS PLOW

- UNDERCARRIAGE
- 13 PIN TRUCK SIDE WIRING HARNESS
- INSTALLED ON NEW TRUCK
- \* DOES NOT INCLUDE PLOW OR CONTROLLER

**LIGHTING:**

- LED LIGHTBAR MOUNTED ON CABSHIELD
- LED S/T/T-BACK-UP COMBO AND (2) LED STROBES RECESSED IN S/S LIGHTBOXES ON REAR POST
- LED STROBE LIGHTS RECESSED IN RUBRAIL, MID BODY

Quote Total: \$26,737.00



**Additional Options:**

Description	Amount	Add to quote? Yes / No
MONROE TO SUPPLY AND INSTALL: 2-1/2" RECEIVER IN 1/2" PLATE 30 TONGUE CAPACITY / 18,000 TOWING CAPACITY AY RV TRAILER RECEPTACLE	\$638.00	Yes / No
POLY FENDERS ILO REAR RUBBER FLAPS	\$1,251.00	Yes / No
BOSS 10' V-DXT PLOW - SMARTHITCH 2 - SMARTTOUCH 2 CONTROLLER - SL3 L.E.D. LIGHTING W/ ICE SHIELD TECHNOLOGY - SMARTSHIELD - SMARTLOCK CYLINDERS - ENCLOSED HIGH-PERFORMANCE HYDRAULIC PACKAGE - CHAINLESS HYDRAULIC CYLINDER LIFTING SYSTEM - DUAL TRIP DESIGN - REINFORCED MOLDBOARD WITH FLARED WINGS - HEAVY-DUTY PUSH FRAME - INSTALLED - TWO-YEAR LIMITED WARRANTY * RUBBER SNOW DEFLECTOR, INSTALLED	\$9,797.00	Yes / No
LED WORK LIGHT, EACH	\$210.00	Yes / No

**Terms & Conditions**

- Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- Restocking fees may be applicable for cancelled orders.
- MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.

By signing and accepting this quote, the customer agrees to the terms listed above and has confirmed that all chassis information listed above is accurate to chassis specs.

Assign (Required for all pool units):	<input type="checkbox"/> Fleet	<input type="checkbox"/> Retail	Customer P.O. Number:	Dealer Code:	Sourcewell Member Number:
MSO/MCO (ONLY check if legally required):	<input type="checkbox"/> MCO	<input type="checkbox"/> MSO			
Customer Signature:				Date of Acceptance:	



2/17/2021

IMS2 CNGP530 VEHICLE ORDER CON

VIRTC1DP V4.58 5432 EN

CNGP530

## VEHICLE ORDER CONFIRMATION

0

==&gt;

## 2021 F-SERIES SD

Order No: 9999 Priority: E4 Ord FIN: KP950 Order Type: 5B  
 Ord PEP: 660A Cust/Flt Name: GILLETTE PO Number:

RETAIL

RE

F5H	F550 4X4 CHAS/C	\$43970		FRT LICENSE BKT	
	169" WHEELBASE			18B PLAT RUNNING BD	✓
HX	ANTIMATTER BLUE			TPMS DELETE	
A	VNYL 40/20/40			18000# GVWR PKG	
S	MEDIUM EARTH GR			425 50 STATE EMISS	
660A	PREF EQUIP PKG			473 SNOW PLOW PREP	✓
	.XL TRIM			52B BRAKE CONTROLLER	✓
572	.AIR CONDITIONER	NC		525 CRUISE CONTROL	✓
	.AMFM/MP3/CLK				
99N	7.3L DEV V8 ENG	NC	✓	TOTAL BASE AND OPTIONS	4
44G	10-SPD AUTOMATC	NC		TOTAL	4
TGJ	225 BSW AP 19.5			*THIS IS NOT AN INVOICE*	
X8L	4.88 LTD SLIP	360	✓		
90L	PWR EQUIP GROUP	865	✓	* MORE ORDER INFO NEXT P	
	FLEET SPCL ADJ	NC		F8=Next	

2/17/2021

IMS2 CNGP530 VEHICLE ORDER CON

VIRTC1DP V4.58 5432 EN

CNGP530

## VEHICLE ORDER CONFIRMATION

0

==&gt;

## 2021 F-SERIES SD

Order No: 9999 Priority: E4 Ord FIN: KP950 Order Type: 5B  
 Ord PEP: 660A Cust/Flt Name: GILLETTE PO Number:

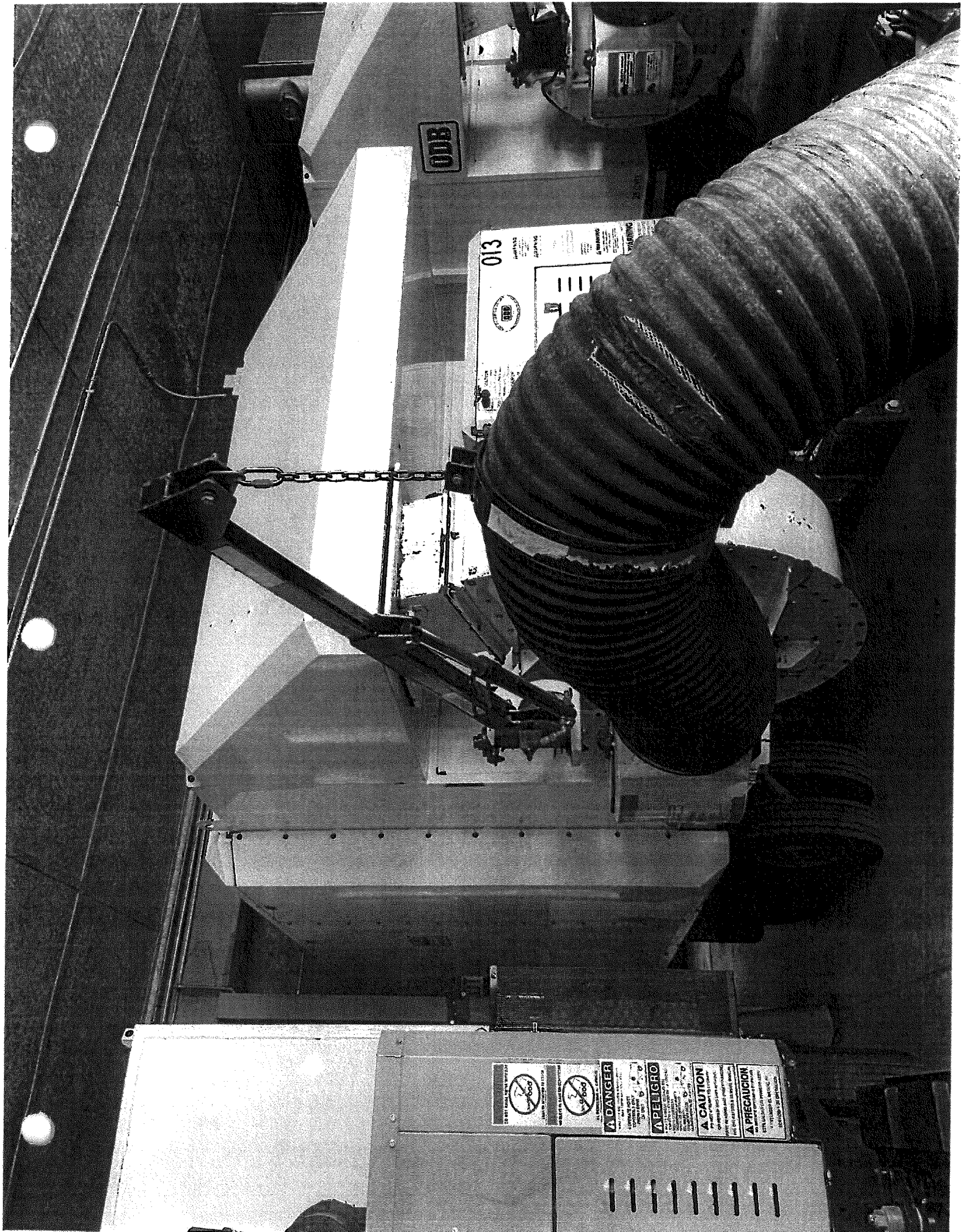
RETAIL

RE

	TELE TT MIR-PWR		
65Z	AFT AXLE TANK	NC	
67B	397 AMP ALTRNTR	115	✓
76C	EX BACKUP ALARM	140	✓
86M	DUAL BATTERY	210	✓
872	RR CAM & PREP K	415	✓
	SP DLR ACCT ADJ		
	SP FLT ACCT CR		
	FUEL CHARGE		
B4A	NET INV FLT OPT	NC	
	DEST AND DELIV	1695	

21 MODEL CONFIGURED  
 N/A FOR ORDER CMT  
 22 PRICES NOT AVAILABLE  
 TUE MAR 23/21

ESTIMATE ONLY  
 \$40,000 APPROXIMATE  
 COST FOR  
 22



00B

013

DO NOT TOUCH THE HOT SURFACE  
TO AVOID BURNING  
NO TOCA A LA SUPERFICIE CALIENTE  
PAR EVITAR QUE SE QUEME  
**! DANGER !**  
PELIGRO DE QUEMADURAS  
NO TOCAR LA SUPERFICIE CALIENTE  
PAR EVITAR QUE SE QUEME  
**! PELIGRO !**  
PELIGRO DE QUEMADURAS  
NO TOCAR LA SUPERFICIE CALIENTE  
PAR EVITAR QUE SE QUEME  
**! CAUTION !**  
PRECAUCION DE QUEMADURAS  
NO TOCAR LA SUPERFICIE CALIENTE  
PAR EVITAR QUE SE QUEME  
**! PRECAUCION !**  
PRECAUCION DE QUEMADURAS  
NO TOCAR LA SUPERFICIE CALIENTE  
PAR EVITAR QUE SE QUEME

# CITY OF GILLETT

## OFFICE OF THE CITY ATTORNEY

CHRISTINA L. PETERSON  
City Attorney

345 S. JEFFERSON STREET  
GREEN BAY, WISCONSIN 54301

TELEPHONE: (920) 432-3381  
FAX: (920) 432-4037

### GARBAGE/RECYCLING CART REGULATIONS

#### ORDINANCE NO.

#### INTRODUCED:

#### SECONDED BY:

**THE COMMON COUNCIL OF THE CITY OF GILLETT, WISCONSIN, DOES ORDAIN** that **Chapter 15, Nuisances, Section 15-7 Garbage/Recycling Cart Regulations**, is hereby recreated and amended as follows:

**Placement of Carts for Pickup:** Garbage and recycling carts shall be placed behind the curb and on either the terrace or driveway no earlier than twelve (12) hours prior to normal pickup time. Handles of the cart must face the roadway. Carts must be removed by 7:00 p.m. on the day of pickup. No cart may be placed in the road or in front of the curb at the property. In the winter months, no cart may be placed on top of the snowbanks or in front of a snowbank.

**Storage of Garbage/Recycling Carts:** Garbage and recycling carts must be stored in the backyard, garage or any other discreet location provided that the carts are concealed from view.

**Placement of Trash/Recycling in Carts:** All trash must be in a garbage bag designed specifically for garbage and placed within the cart. All recycling may be placed directly in cart without the use of a bag. All trash and recycling must be placed in the cart with the cover closed. No trash or recycling may be placed on top of or next to the cart. Any trash or recycling that is not within the cart will not be picked up.

**Assignment and Responsibility of Carts:** The carts will be assigned to each address and must remain at that address even if the property is transferred to a third party. The property owner(s) is responsible for the cleanliness of the cart, lost carts, and any damage to the cart. Additional carts can be purchased through the City of Gillett at current market prices. - *not removed*

**Prohibited Items:** No yard debris, concrete or rocks, <sup>excessive</sup> clothing, large pieces of metal, dirt, construction or remodeling debris, dead animals, and/or household hazardous waste (e.g. batteries, oil, oil filters, cleaning products, paints, stains, antifreeze, etc.) or any electronic devices (e.g. televisions, computers, monitors, DVD players, VCRs, printers, fax and copy machines, cell phones, etc.). These products are required to be disposed of at the recycling facility. If any of these prohibited items are found in a trash or recycle cart, the cart will not be emptied and a fine will be imposed.

This Ordinance shall take effect upon passage and publication provided by law.

Adopted this 4 day of March, 2021.

\_\_\_\_ Ayes, \_\_\_\_ Nays, \_\_\_\_ Abstain

Published: \_\_\_\_\_, 2021

\_\_\_\_\_  
Josh McCarthy, Mayor

\_\_\_\_\_  
Chelsea Anderson, Clerk/Treasurer

*Contingent upon attorney  
fine of \$50 - excessive -  
& not removed from city*

## General Information

Name/Company/Organization Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Primary Phone \_\_\_\_\_  
City of Gillett Resident? ☐ Yes ☐ No

## Facility Rental Information

### Facility:

- ☐ Zippel Park  
☐ Honey Park  
☐ Orby Jones Family Complex

### Rental Details: Please Circle One

Will alcoholic beverages be sold? No Yes

*If yes, a picnic license is required*

Will there be amplified sound of any kind? No Yes

(Live Band, dj, stereo system, etc.)

If Yes, what type? \_\_\_\_\_

Will there be inflatables, tents or canopies? No Yes

Will you be using a grill, fryer, or No ☐ Yes

Other cooking utility?

If yes, what type? \_\_\_\_\_

Day and Date of Rental \_\_\_\_\_ Private Event ☐ Open to Public ☐

Event Time: From \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

Time You Wish Buildings to Be Unlocked: From \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

Use Type: ☐ Family Party ☐ Wedding Reception ☐ Meeting ☐ Event ☐ Other: \_\_\_\_\_

Maximum # of Participants Expected: \_\_\_\_\_

## Park Rental Fees

**Category 1: Government agencies, non-profit organizations (proof of non-profit status required)**

**City of Gillett Residents, Charitable groups within Gillett, Schools**

**Category 2: Non-residents of City of Gillett, For-profit businesses**

	Category 1	Category 2
Zippel Park	\$100 Fee (\$50 Refundable)	\$150 Rental Fee (\$50 Refundable)
Honey Park	\$75 Fee (\$25 Refundable)	\$100 Rental Fee (\$25 Refundable)
Orby Jones Family Complex	\$100 Fee (\$50 Refundable)	\$150 Rental Fee (\$50 Refundable)

**Fee must be received to hold reservation. Questions or changes, call City Hall at 920-855-2255.**

*Please Note - There will be a \$50.00 per hour cleaning charge for any park rental to any group IF the area has not been cleaned or left in quality condition.*

**Please return confirmation and fee to Gillett City Hall, 150 N McKenzie Ave, Gillett WI 54124**

**Cancellations must be done one week prior to the event or the fee will be nonrefundable.**

**I have received a copy of the Park Reservation Policy and agree to the terms:**

Responsible Party Signature: \_\_\_\_\_

- |  |  |
|--|--|
| <input type="checkbox"/> Garbage in Dumpster/Barrels | <input type="checkbox"/> Litter cleaned up in and around buildings |
| <input type="checkbox"/> All food removed            | <input type="checkbox"/> Lights off                                |
| <input type="checkbox"/> Tables back in order        | <input type="checkbox"/> Doors locked                              |
| <input type="checkbox"/> Water Meter Read            |  |
| <input type="checkbox"/> Supplies Used: _____        |  |

**Security Deposit Returned: YES / NO\***      **Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## General Information

Company/Organization Name (if any) Gillett FFA Alumni  
Mailing Address 324 Orchard St. City Gillett Zip Code 54124  
Primary Phone 920-598-0370 Secondary Phone \_\_\_\_\_  
City of Gillett Resident? ☒ Yes ☐ No, I am a resident of: \_\_\_\_\_

## Facility Rental Information

### Facility:

- ☒ Zippel Park  
☐ Honey Park  
☐ Orby Jones Family Complex

### Rental Details:

Will alcoholic beverages be served? No ☒ Yes ☐

Will alcoholic beverages be sold? No ☒ Yes ☐

*If yes, a picnic license is required*

Will there be amplified sound of any kind? No ☒ Yes ☐

(Live Band, dj, stereo system, etc.)

If Yes, what type? \_\_\_\_\_

Will there be inflatables, tents or canopies? No ☒ Yes ☐

Will you be using a grill, fryer, or No ☒ Yes ☐

Other cooking utility?

If yes, what type? grills

FD  
11/7/21  
\$50.

Day and Date of Rental Thurs April 15 to Weds 21<sup>st</sup> Private Event ☐ Open to Public ☐

Event Time: From 6:00 am/pm to 6:00 am/pm

Time You Wish Buildings to Be Unlocked: From N/A am/pm to N/A am/pm

Use Type: ☐ Family Party ☐ Wedding Reception ☐ Meeting ☒ Event ☐ Other: Auction

Maximum # of Participants Expected: unlimited

## Park Rental Fees

Category 1: Government agencies, non-profit organizations (proof of non-profit status required)

Category 2: City of Gillett Residents, Charitable groups within Gillett, Schools

Category 3: Non-residents of City of Gillett, For-profit businesses

	Category 1	Category 2	Category 3
Zippel Park	\$50 Refundable Deposit	\$100 Fee (\$50 Refundable)	\$100 Rental Fee
Honey Park	\$50 Refundable Deposit	\$75 Fee (\$30 Refundable)	\$75 Rental Fee
Orby Jones Family Complex	\$50 Refundable Deposit	\$100 Fee (\$50 Refundable)	\$100 Rental Fee

**Fee must be received to hold reservation. Questions or changes, call City Hall at 920-855-2255.**

*Please Note - There will be a \$50.00 per hour cleaning charge for any park rental to any group IF the area has not been cleaned or left in quality condition.*

**Please return confirmation and fee to Gillett City Hall, 150 N McKenzie Ave, Gillett WI 54124**

**I have received a copy of the Park Reservation Policy and agree to the terms:**

Responsible Party Signature: \_\_\_\_\_ Birthdate: 4/8/1991

- ☐ Garbage in Dumpster/Barrels
- ☐ All food removed
- ☐ Tables back in order
- ☐ Water Meter Read
- ☐ Supplies Used: \_\_\_\_\_

- ☐ Litter cleaned up in and around buildings
- ☐ Lights off
- ☐ Doors locked

Security Deposit Returned: YES / NO\* Approved By: \_\_\_\_\_ Date: \_\_\_\_\_



**General Information**

Company/Organization Name (if any) Gillett Civic Club 4th July Committee  
Mailing Address 9610 Gray Lake Rd City Gillett Zip Code 54124  
Primary Phone 373-1050 Secondary Phone 920-590-0244  
City of Gillett Resident? ☐ Yes ☐ No, I am a resident of: \_\_\_\_\_

**Facility Rental Information**

**Facility:**

- ☒ Zippel Park  
☐ Honey Park  
☐ Orby Jones Family Complex

**Rental Details:**

Will alcoholic beverages be served? No ☐ Yes ☒

Will alcoholic beverages be sold? No ☐ Yes ☒

*If yes, a picnic license is required*

Will there be amplified sound of any kind? No ☐ Yes ☒

(Live Band, dj, stereo system, etc.)

If Yes, what type? Bands, Fulls-Track/Tractor

Will there be inflatables, tents or canopies? No ☐ Yes ☒

Will you be using a grill, fryer, or No ☐ Yes ☒

Other cooking utility?

If yes, what type? \_\_\_\_\_

Day and Date of Rental July 2-5

Private Event ☐ Open to Public ☒

Event Time: From 8:00 am/pm to 11:00 am/pm

Time You Wish Buildings to Be Unlocked: From \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

Use Type: ☐ Family Party ☐ Wedding Reception ☐ Meeting ☒ Event ☐ Other: \_\_\_\_\_

Maximum # of Participants Expected: 2,000

**Park Rental Fees**

**Category 1: Government agencies, non-profit organizations (proof of non-profit status required)**

**Category 2: City of Gillett Residents, Charitable groups within Gillett, Schools**

**Category 3: Non-residents of City of Gillett, For-profit businesses**

	Category 1	Category 2	Category 3
Zippel Park <u>X</u>	\$50 Refundable Deposit	\$100 Fee (\$50 Refundable)	\$100 Rental Fee
Honey Park	\$50 Refundable Deposit	\$75 Fee (\$30 Refundable)	\$75 Rental Fee
Orby Jones Family Complex	\$50 Refundable Deposit	\$100 Fee (\$50 Refundable)	\$100 Rental Fee

**Fee must be received to hold reservation. Questions or changes, call City Hall at 920-855-2255.**

*Please Note - There will be a \$50.00 per hour cleaning charge for any park rental to any group IF the area has not been cleaned or left in quality condition.*

**Please return confirmation and fee to Gillett City Hall, 150 N McKenzie Ave, Gillett WI 54124**

**I have received a copy of the Park Reservation Policy and agree to the terms:**

Responsible Party Signature [Signature] Birthdate: 06/13/1951

- ☐ Garbage in Dumpster/Barrels
- ☐ All food removed
- ☐ Tables back in order
- ☐ Water Meter Read
- ☐ Supplies Used: \_\_\_\_\_

- ☐ Litter cleaned up in and around buildings
- ☐ Lights off
- ☐ Doors locked

Security Deposit Returned: YES / NO\* Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

# CITY OF GILLETT

CHARTERED IN 1944

150 N. McKenzie Avenue • Gillett, WI 54124 • www.cityofgillett.com

Phone: 920-855-2255 • Fax: 920-855-6283

Fee: \$15

Date Paid: \_\_\_\_\_

## STREET CLOSING APPLICATION

### General Information:

Applicant Name

Roy Hubbard Memorial Truck Show

Applicant Address

P.O. Box 64  
Gillett, WI 54124

Applicant Phone Number

920-598-0145

Organization Name (if applicable)

Roy Hubbard Memorial Truck Show

### Event Information:

Contact Person for Event

Mike Lambrecht

Contact Person for Event  
Phone Number

920-598-0145

Street to be used

East Park St

Date of Event

June 18-19

Event Time

From: 8:00 am/pm to 12:00 am/pm

Description of Event (describe in detail - use back of form if need more space)

Truck show where Rigs will be parked for display, Food, Beer being sold on grounds, Fireworks Friday night, Truck Night Parade on Saturday, And live music.  
- Note: Insurance company's are not providing Insurance until 60 Days of Event due to COVID.

**Proof of Insurance listing the City of Gillett as an additional insured for the event is required.**

Signature

Mike Lambrecht

Date

2-1-21

## General Information

Company/Organization Name (if any) ROY Hubbard Memorial Truck Show  
Mailing Address P.O. Box 64 City Gillett Zip Code 54124  
Primary Phone 920-598-0145 Secondary Phone \_\_\_\_\_  
City of Gillett Resident? ☐ Yes ☒ No, I am a resident of: Town of Gillett

## Facility Rental Information

### Facility:

- ☒ Zippel Park  
☐ Honey Park  
☐ Orby Jones Family Complex

### Rental Details:

Will alcoholic beverages be served? No ☐ Yes ☒  
Will alcoholic beverages be sold? No ☐ Yes ☒  
If yes, a picnic license is required  
Will there be amplified sound of any kind? No ☐ Yes ☒  
(Live Band, dj, stereo system, etc.)  
If Yes, what type? Live Band  
Will there be inflatables, tents or canopies? No ☐ Yes ☒  
Will you be using a grill, fryer, or  
Other cooking utility? TBD  
If yes, what type? TBD

pd  
\$50  
11/2/21

Day and Date of Rental June 17-20 Private Event ☐ Open to Public ☒  
Event Time: From 12:00 PM am/pm to 12:00 PM am/pm  
Time You Wish Buildings to Be Unlocked: From \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm  
Use Type: ☐ Family Party ☐ Wedding Reception ☐ Meeting ☒ Event ☐ Other: \_\_\_\_\_  
Maximum # of Participants Expected: 500

## Park Rental Fees

Category 1: Government agencies, non-profit organizations (proof of non-profit status required)

Category 2: City of Gillett Residents, Charitable groups within Gillett, Schools

Category 3: Non-residents of City of Gillett, For-profit businesses

	Category 1	Category 2	Category 3
Zippel Park	\$50 Refundable Deposit	\$100 Fee (\$50 Refundable)	\$100 Rental Fee
Honey Park	\$50 Refundable Deposit	\$75 Fee (\$30 Refundable)	\$75 Rental Fee
Orby Jones Family Complex	\$50 Refundable Deposit	\$100 Fee (\$50 Refundable)	\$100 Rental Fee

Fee must be received to hold reservation. Questions or changes, call City Hall at 920-855-2255.

Please Note - There will be a \$50.00 per hour cleaning charge for any park rental to any group IF the area has not been cleaned or left in quality condition.

Please return confirmation and fee to Gillett City Hall, 150 N McKenzie Ave, Gillett WI 54124

I have received a copy of the Park Reservation Policy and agree to the terms:

Responsible Party Signature: [Signature] Birthdate: 03, 15, 1985

- ☐ Garbage in Dumpster/Barrels
- ☐ All food removed
- ☐ Tables back in order
- ☐ Water Meter Read
- ☐ Supplies Used: \_\_\_\_\_

- ☐ Litter cleaned up in and around buildings
- ☐ Lights off
- ☐ Doors locked

Security Deposit Returned: YES / NO\* Approved By: \_\_\_\_\_ Date: \_\_\_\_\_



City of Gillett

## Special Event Permit Application

City of Gillett | 150 N McKenzie Ave | Gillett, Wisconsin 54124  
Phone (920) 855-2255 | Fax (920) 855-6283 |



### \*Special Event Information

Name of Event: <u>Roy Hubbard Memorial Truck Show</u>	
Event Date(s): <u>June 18-19</u>	Application Date: <u>2-1-21</u>
Applications must be filed 45 days in advance of the event	
Actual Event Hours: <u>8am-12:00pm</u>	
Date(s) for Prep/Setup: <u>June 17</u>	Hours for Prep/Setup: <u>3:00pm</u>
Date for Cleanup: <u>June 20</u>	Hours for Cleanup: <u>4 Hours</u>
Projected Attendance:	75-100      100-125      125-150 <u>150+</u>
Location of Event (street address): <u>East Park St</u>	
Is the Event Location: (circle) Private Property <u>Public Property</u> Streets or Right-of-Way	
Event Includes (circle all that apply): <u>Temporary Signs</u> <u>Tents/Temporary Structures</u> <u>Fireworks</u>	
Use of Streets or Right-of-Way	Consumption of Alcohol      Food Preparation      None of the Above

### \*Event Contact Information

Company/Organization: <u>Roy Hubbard Truck Show</u>	
Event Producer Name: <u>Josh Arndt, Milie Lambrecht</u>	
Address: <u>P.O. Box 64, Gillett, WI 54124</u>	
Cell: <u>1-715-246-3907</u> Josh	Email:
Event Sponsor (if different):	
Cell: <u>920-598-0145</u> Milie	Email: <u>milieclambrecht85@gmail.com</u>

### \*Terms & Conditions

I hereby agree that as a condition to the issuance of a Special Event Permit, the Producer of the Event shall indemnify and hold the City of Gillett harmless from claims, demand or cause of action which may arise from activities associated with the event.

I hereby solemnly swear, subject to criminal penalties for false swearing, that the statements and answers made by me to the foregoing questions in this application for a Special Event Permit, are true, and no false or fraudulent statement or answer is made herein to procure the granting of such permit.

I hereby certify that the site plan and description provided will be constructed and/or used in accordance with all applicable zoning ordinances and laws governing the City of Gillett, Wisconsin.

I hereby state and understand that should a complaint be filed against the Producer of the Event for violation of any regulation associated with the application for the City of Gillett Special Event Permit, the permit issued for the event will immediately become void and will not reissue for the same location.

The City of Gillett reserves the right to photograph and videotape all events, camps, classes, programs, and facilities for promotional purposes. The participant hereby releases the City from any liability resulting there from.

Producer's Name: Milie Lambrecht

Producer's Signature: Milie Lambrecht

Date: 2-1-21