

CITY OF GILLETT  
UTILITY COMMITTEE MEETING  
Council Chambers – Municipal Building  
150 N McKenzie Ave – Gillett, WI 54124

THURSDAY, JANUARY 27, 2016 – 5:30 PM  
MINUTES

**Chairman Mohr** called the meeting to order at 5:30 PM.

**Roll Call**

**Present:** Alderpersons Nanette Mohr, Terry Nelson, and William Pecha, and Committee members Louie Danielson and Ruth Spang

**Also Present:** Mayor Irene Drake, Alderpersons Deb Erickson, Marilyn Mueller, Clerk Beth Rank, Deputy Clerk Vicki Engebretsen, Utility employee Robert Schroeder, and Sarah Nunn from GAI

**Approval of Minutes** – Joint Utility/Public Works Committee meetings on November 17, 2015, December 1, 2015, December 7, 2015 and December 29, 2015.

**MOTION: Nelson/Pecha**

*Motion to approve the minutes from the Joint Utility/Public Works Committee meetings on November 17, 2015, December 1, 2015, December 7, 2015, and December 29, 2015.*

**Voice Vote:** All voting aye - **MOTION CARRIED**

**PUBLIC INPUT:** Clerk Rank would like the following items brought up at the next utility meeting: bringing the utility checkbook back to the clerk's office and computer update needs.

**DISCUSSION AND POSSIBLE ACTION ON ANY OR ALL OF THE FOLLOWING:**

1. Financial Report – see report

**MOTION: Nelson/Pecha**

*Motion to approve financial report as presented.*

**Voice Vote:** All voting aye – **MOTION CARRIED**

2. Approval of Operation Budget

No action

3. Application for Bay Lake Regional Grant

There is a Bay Lakes Regional Grant available for forty hours of work that can be used for things such as water repair, bridge repair, and help with community planning. Pecha stated that he is working on applying for this grant.

4. Oconto Electric Cooperative Information and Recommendations

Schroeder reported waste water pumps have been kicking out. Schroeder contacted Sable Mechanical and Oconto Electric Cooperative to assist with the issue. Nunn suggested that the

CITY OF GILLETT  
UTILITY COMMITTEE MEETING  
Council Chambers – Municipal Building  
150 N McKenzie Ave – Gillett, WI 54124

generator be used until the issue is resolved. Nunn will talk with Cummins on this matter.

5. Employee Identification Badges

**MOTION: Nelson/Pecha**

*Motion to approve Employee Identification Badges with a \$25.00 setup fee and \$5.00 per badge.*

**Roll Call Vote:** All voting aye – **MOTION CARRIED**

6. Employee Uniform Quotes – See Quotes

**MOTION: Nelson/Danielson**

*Motion to approve Cintas for uniforms and towels.*

**Roll Call Vote:** All voting aye – **MOTION CARRIED**

7. Clean and Maintenance on Water Tower Bids- See Bid

The Water Tower was last cleaned and coated in 2013. This needs to be done every five years. Committee will leave lay.

8. AutoCAD Contract

Received a call from DLT Solutions in regards to contract. Pecha will call DLT Solutions and check on the contract. Leave lay until next meeting.

9. Ehlers Contract

Discussion was had on the Ehlers contract. Leave lay until June.

10. Committee may go into closed session to discuss matters of employment, promotion, compensation, or performance evaluation data of public employees pursuant to 19.85 (1c) Wis. Stats. (Concerning Utility Department Head)

**MOTION: Pecha/Nelson** *to go into closed session*

11. *Motion to go into closed session to discuss matters of employment, promotion, compensation, or performance evaluation data of public employees pursuant to 19.85 (1c) Wis. Stats. (Concerning Utility Department Head) to include alderpersons present Ruth Spang, Louie Danielson, Mayor Irene Drake, Clerk Beth Rank, Deputy Clerk Vicki Engebretsen, Utility employee Robert Schroeder, and Sarah Nunn.*

12. Committee will return to open session and may take action on matters discussed in closed session

**MOTION: Nelson/Danielson**

**CITY OF GILLETT  
UTILITY COMMITTEE MEETING  
Council Chambers – Municipal Building  
150 N McKenzie Ave – Gillett, WI 54124**

*Motion to return to open session.*

*Next meeting February 9, 2016 at 6:00pm.*

13. Adjournment: 7:00pm

---

Deputy Clerk Vicki Engebretsen

\*A quorum of the Common Council was in attendance of this meeting.