

**CITY OF GILLETT**  
**HEALTH, PROTECTION, & LICENSING COMMITTEE**  
Council Chambers – Municipal Building  
150 N McKenzie Ave – Gillett, WI 54124

**WEDNESDAY, AUGUST 31, 2016 – 6:00 PM**  
**MINUTES**

**Chairman Anderson** called the meeting to order AT 6:00 PM.

**Roll Call**

**Present:** Alderpersons Tod Anderson and Marie Blaser. Terry Nelson was excused.

**Also Present:** Mayor William Pecha, Deputy Clerk Treasurer Chelsea Henkel, Alderperson Nanette Mohr and Marilyn Mueller, Police Chief Jess Keplinger and Fire Chief Greg Rudie  
Public Present: Judge Doug Kurek and Irene Drake

**PUBLIC INPUT:** A citizen had a question about the 12 hour shifts on the Police bargaining agreement. It was explained that the police department can do 12 hours shifts once the agreement is passed.

1. Approval of agenda as presented

**MOTION: Blaser/Anderson**

*Motion to accept the agenda as presented.*

**Voice Vote:** Blaser/Anderson vote aye- **MOTION CARRIED**

2. Approval of Minutes of July 25, 2016 and August 4, 2016

**MOTION: Blaser/Anderson**

*Motion to approve the minutes of July 25 and August 4, 2016.*

**Voice Vote:** Blaser/Anderson vote aye- **MOTION CARRIED**

3. Report out on Iron Horse LLC complaint follow up- Tod Anderson

Alderperson Anderson had a conversation with the business owner as Iron Horse, he stated his intentions were to put all his vehicles behind the fence he has put up once he can purchase fill to make his land level and less muddy. His time line was within the next summer.

4. Report out on new squad car and sale of old squad car- Police Chief Jess Keplinger

Chief indicated that the new squad was completed and in service with great reviews from the other officers. Chief collected all the bids for the old squad car and the committee will open them at the next Health, Protection, and Licensing committee meeting on September 22, 2016.

5. Report out on Fire apparatus repairs- Fire Chief Greg Rudie

Chief reported that the ladder truck is in need of great repairs. The total cost for the truck to be fixed will be \$17,220. There is a bigger need to service Engine 1911 and Engine 1912, pump tests need to be done to certify the trucks.

6. Discussion and Possible action on re-appropriating budget funds for apparatus repairs

Discussion was had on re-appropriating funds for the repairs and it was decided to get the pump tests done for Engine 1911 and Engine 1912 which is in our budget and to postpone substantial repairs to the ladder truck. Leave lay.

7. Discussion and Possible action on Liquor License for Connie Schraven DBA Uncle Don's Tavern LLC

**MOTION: Blaser/Anderson**

*Motion to approve the combination liquor license for Connie Schraven DBA Uncles Don's Tavern LLC at 108 N Lake St, Gillett, WI 54124, and to send onto council.*

**Voice Vote:** Blaser/Anderson vote aye- **MOTION CARRIED**

8. Discussion and Possible action on Operator's license for Connie Schraven, Chantelle Viney, November Viney, Dyani Brunette, Jessica Boneske, Alyssa Moffat, and Hope Kriewaldt

**MOTION: Anderson/Blaser**

*Motion to approve the operator's license for Connie Schraven and to send to council.*

**Voice Vote:** Anderson/Blaser vote aye- **MOTION CARRIED**

**MOTION: Anderson/Blaser**

*Motion to approve the operator's license for Chantelle Viney and to send to council.*

**Voice Vote:** Anderson/Blaser vote aye- **MOTION CARRIED**

**MOTION: Anderson/Blaser**

*Motion to approve the operator's license for November Viney and to send to council.*

**Voice Vote:** Anderson/Blaser vote aye- **MOTION CARRIED**

**MOTION: Anderson/Blaser**

*Motion to approve the operator's license for Dyani Brunette contingent upon the City Attorneys approval and interpretation of the city ordinance on good moral character and to send to council.*

**Voice Vote:** Anderson/Blaser vote aye- **MOTION CARRIED**

**MOTION: Anderson/Blaser**

*Motion to approve the operator's license for Jessica Boneske and to send to council.*

**Voice Vote:** Anderson/Blaser vote aye- **MOTION CARRIED**

**MOTION: Anderson/Blaser**

*Motion to approve the operator's license for Alyssa Moffat contingent upon the City Attorneys approval and interpretation of the city ordinance on good moral character and to send to council.*

**Voice Vote:** Anderson/Blaser vote aye- **MOTION CARRIED**

**MOTION: Anderson/Blaser**

*Motion to approve the operator's license for Hope Kriewaldt and to send to council.*

**Voice Vote:** Anderson/Blaser vote aye- **MOTION CARRIED**

9. Discussion and Possible action on Cigarette License for Fullerton's Bar

**MOTION: Blaser/Anderson**

*Motion to approve the Cigarette License for Fullerton's Bar.*

**Voice Vote:** Blaser/Anderson vote aye- **MOTION CARRIED**

10. Discussion and possible action on vacant police officer positions.

**MOTION: Anderson/Blaser**

*Motion to approve to advertise for a sergeant position within the City of Gillett Police Department.*

**Voice Vote:** Anderson/Blaser vote aye- **MOTION CARRIED**

**Motion amended:** *Motion to approve to advertise for a sergeant position within the City of Gillett Police Department on WILENET.ORG (Wisconsin Law Enforcement Network).*

**Voice Vote:** Anderson/Blaser vote aye- **MOTION CARRIED**

11. Discussion and Possible action on Police Association Bargaining Agreement

**MOTION: Blaser/Anderson**

*Motion to approve the Police Association Bargaining Agreement and send onto council for approval.*

**Voice Vote:** Blaser/Anderson vote aye- **MOTION CARRIED**

12. Discussion and Possible action on Police Department job descriptions

**MOTION: Blaser/Anderson**

*Motion to approve the Police Job Descriptions with the addition on the Chief Job Description to add the duties of a patrol officer.*

**Voice Vote:** Blaser/Anderson vote aye- **MOTION CARRIED**

13. Discussion and Possible action on 2017 budget for HPL departments

See attached worksheets: Fire Department 2017 budget is completed and ready to be submitted to Finance and Personnel.

Police Department 2017 budget is completed and ready to be submitted to Finance and Personnel.

14. Set next meeting date: September 22, 2016 at 5:30 pm.

15. Adjourn at 8:50 pm.

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Deputy Clerk Treasurer, Chelsea Henkel