

CITY OF GILLETT COMMON COUNCIL
NOTICE OF REGULAR MEETING
COUNCIL CHAMBERS
150 N McKenzie Ave., Gillett, WI
MINUTES

Thursday, January 4, 2018 at 6:00 PM

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

Roll Call

Present: Alderperson/Acting Mayor Nanette Mohr, Alderpersons Ron Anderson, Josh McCarthy, Irene Drake, Mark Sparks, Clerk/Treasurer Kim Gruetzmacher, Attorney Tim Schmid, Police Chief Jess Keplinger, Public Works Foreman Shane Rank, Fire Chief Kurt Hicks, and Jake Steldt. Also present were Keri Hicks, Jerry Luther, Nora Sparks, Warren Bluhm with The Times Herald, and Jake Kulba. Mayor William Pecha was medically excused and Alderperson Marie Blaser was excused.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **PUBLIC INPUT:** Jerry Luther stated that he was informed that the City applied for a State of Wisconsin and federal grant for ATV restrooms and that the grant was turned down by the City. Jerry stated if the City has a shortfall of money that the City should ask area businesses to help with the shortfall. Luther felt that council needed to rethink their decision, and that he personally would contribute \$1,000. Alderperson McCarthy stated that there was \$133,000 that was applied for and the City was awarded \$88,000 from the State of Wisconsin DNR; however, the deadline for that grant was December 21, 2017 and the federal grant awards were not allocated that that time. Attorney Schmidt stated that no action could be taken but council can refer to the planning committee. McCarthy will schedule a meeting. Luther also stated that he would like to see the City bring Ron Anderson back to full-time utility position.

Jake Steldt stated that he has a City of Gillett app that he designed for cellphones and on that app are questions to City Council from anonymous persons which were shared with council.

4. Discussion & possible action on minutes for December 7, 2017

MOTION: Drake/Sparks

Motion to approve minutes as printed.

Voice Vote: All Ayes - MOTION CARRIED

5. **CDA Report:** Alderperson Mohr reported campground is closed for the season, and a meeting was not held last month due to no quorum being present.
6. **Library Report:** Alderperson Mohr - Written report
Library was busy the week between Christmas and New Years with school being closed. The ice rink opens today officially. 60 pair of ice skates was donated and can be checked out with your library card.
7. **Tourism & Marketing Commission Report:** Jake Steldt
Steldt reported that they will only have meetings a couple times a year due to the budget numbers. Jake will present his City of Gillett app at the next committee meeting.
8. **Financial Report:** Kim Gruetzmacher
 - a. Updated Monthly Check Register Provided
MOTION: Anderson/Sparks
Motion to accept check register as printed.
Roll Call Vote: All Ayes - MOTION CARRIED
9. **Police Department Report:** Police Chief Keplinger
 - a. Discussion on Incident Summary Report ó Chief Keplinger handed out incident report for the month and reported that department is several hundred calls above 2016 calls.

- b. Discussion on Training and Public Relations- Chief reported that the department and staff are getting compliments from the County's D.A. office and others. Chief offered out training to the officers as well as specialized training so they are working on training schedules. Assisting the elementary school and high school along with the Rainbow House with domestic abuse education. In a couple of weeks will be starting counteract with the 5th grade.
10. **Fire Department Report:** Fire Chief Hicks reported that department is training with Underhill and completed training at a fire fighters house doing mock call. Jake Kulba was elected officer and assistant fire chief. Past Tuesday had a meeting with Underhill department and worked on incident command training. Continuing to work on the all call system with Oconto County. Had two fire calls this month: one up on Ridgewood which was a carbon dioxide battery malfunctioning and the second was a dryer fire in the trailer court. Chief wants to do public relations to get the department in the public view to assist with recruiting. Short term department goals are education of level 1 & 2 for guys who need to complete yet, schedule truck maintenance, and election of captains, and finish the offices in the fire house that were never completed yet. Long term goals are retention & recruitment for roster, set up revolving maintenance plan, build up accounts for revolving turn out gears/air packs, be proactive on funding (FEMA) and grant assistance.
11. **Health, Protection and License Committee Report:** Alderperson Blaser
- a. Discussion and Possible action on Operators License for Pamela Ellman for the Cougars Den
MOTION: Sparks/Drake
Motion to approve Operators License for Pamela Ellman for the Cougars Den.
Voice Vote: All Ayes - **MOTION CARRIED**
 - b. Discussion and Possible action on Kurt Hicks Elected Fire Chief Position
MOTION: Drake/Sparks
Motion that we approve Kurt Hicks as fire chief.
Voice Vote: All Ayes - **MOTION CARRIED**
 - c. Discussion and Possible action on Dave VanderBloemen's Resignation
MOTION: Drake/McCarthy
Motion that we accept Officer VanderBloemen's resignation.
Voice Vote: All Ayes - **MOTION CARRIED**
Acting Mayor Mohr read resignation from Dave VanderBloemen and thanked him for his time with the City of Gillett.
12. **Board of Public Works Committee Report:** Alderperson Drake
- a. Discussion and Possible action on Lemmenes Contract for testing Landfill Testing
MOTION: Anderson/Drake
Motion to accept the contract from Lemmenes Hydrometric Services for landfill testing not to exceed the amount of \$2,200 for the next three years until the end of year 2020.
Roll Call Vote: All Ayes **MOTION CARRIED**
 - b. Discussion and Possible action on agreement with Lynch & Associates for sidewalk easements
ó leave lay
When the surveying of Richmond Street it was determined that there are more easements that are needed. Will revisit the agenda item once Lynch & Associates sends new contract.
13. **Utility Committee Report:** Alderperson Anderson reported that there is a vacancy for Utility Department Head. Bill is currently keeping things a float. Anderson spoke with DNR regarding the employment so they are aware. Water plans for Richmond Street project were approved by DNR per Sarah at Lynch & Associates. The electrical panel for well 3 is on order and hoping to see it in February or March. Anderson also thanked the street department for all of their help assisting utility due to staffing.
14. **Finance and Personnel Committee Report:** Alderperson Mohr stated there is nothing new to report.

15. **Park and Cemetery Committee Report:** Alderperson Sparks reported that there isn't much in parks going on. Will hold a meeting in the next month or so to talk about planting trees. Shane reported that the City received \$2,200 from American Transmission Company for the 2018 grant as well as \$5,000 awarded from the State of Wisconsin DNR tree grant.
16. **Planning Committee Report:** Alderperson McCarthy reported that there is need to revisit the trailhead grant. The Krueger property is down, but the Gilligan property is still up. McCarthy will try to contact Gilligan to get status.
17. **Clerk Treasurer's Report:** Clerk reported that preliminary audit was completed last month and office is gearing up for the audit in February.
18. **Attorneys Report:** Attorney Schmid
 - a. Committee may go into closed session to discuss matters of legal counsel for the governmental body who is rendering advise concerning strategy with respect to litigation that the city is currently involved in pursuant to 19.85 (1)(g) Wis. Stats.
MOTION: Anderson/Sparks
Motion that we go into closed session to include council, Attorney, and Kim.
Voice Vote: All Ayes - **MOTION CARRIED**
Went into closed session at 7:14 pm
 - b. Committee will return to open session and may take action on matters discussed in closed session. ó Returned to open session at 7:29 pm
19. **Mayor's Report:** Acting Mayor and Alderperson Mohr wished everyone a Happy New Year!
20. Adjournment at 7:31 PM.
MOTION: Anderson/Sparks
Motion to adjourn.
Voice Vote: All Ayes - **MOTION CARRIED**

Respectfully Submitted,
Kimberly Gruetzmacher, Clerk Treasurer