

CITY OF GILLETT COMMON COUNCIL
NOTICE OF REGULAR MEETING
COUNCIL CHAMBERS
150 N McKenzie Ave., Gillett, WI
MINUTES
Thursday, April 5, 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 Irene Drake, Josh McCarthy, Marie Blaser, Mark Sparks, Utility Operator Ron Anderson, Public Works Foreman Shane Rank, Police Chief Jess Keplinger, Fire Chief Kurt Hicks, Attorney Tim Schmid, and Clerk Treasurer Kim Gruetzmacher. Public Kevin Smith, Greg Sekela, Dennis Heise, Norm Finnell, Joanne Finnell, Tim Soper, and Times Herald Warren Blum. Mayor Pecha was excused. Tourism & Marketing Chairman Jake Steldt was absent.

2. **Clerk informs the Council that the Open Meeting Law has been complied with**
3. **PUBLIC INPUT:** Dennis Heise informed council that he was disappointed in his voting experience at Tuesday's election. There was an issue with his ballot as well as the machine. Mr. Heise wanted council to know that the machine should be replaced and additional training should be for all election workers. Acting Mayor Mohr read Mark Sparks's resignation letter and thanked Sparks for his service to the City.
4. Discussion & possible action on minutes for March 1, 2018 and Special Meeting March 12, 2018
MOTION: Drake/Blaser
Motion to approve minutes from March 1, 2018 common council and March 12, 2018 special council.
Voice Vote: All Ayes - **MOTION CARRIED**
5. **CDA Report:** Alderperson Mohr reported that the trails are supposed to be open the last weekend in April. The CDA committee will be meeting on the 18th of the month.
6. **Library Report:** Alderperson Mohr - Written report
Mohr reported that the Easter Egg Hunt was very successful which was put on by Hillside Assembly of God, St. John's Lutheran Church and the Library. They received over \$1,000 from contributions and donations which were used to purchase candy and prizes for all who attended the hunt. The tax preparers will be at the library tomorrow and next Tuesday as the weather had people rescheduling. Cathy is back so the library will go back to having outreach with Serenity Gardens and the nursing home.
7. **Tourism & Marketing Commission Report:** Jake Steldt's No Report.
8. **Financial Report:** Kim Gruetzmacher
 - a. Updated Monthly Check Register Provided
MOTION: Drake/Sparks
Motion to approve the monthly check register as provided.
Roll Call Vote: All Ayes - **MOTION CARRIED**
9. **Police Department Report:** Police Chief Keplinger
 - a. Discussion on Incident Summary Report - Chief Keplinger provided the incident report for the month.
 - b. Discussion on Training and Public Relations- Chief reported there was a Chief's meeting today and they are working on setting up an in service day in spring for legal training for the departments as well as armed barricaded training. Recently finished up the counteract program with the Gillett Elementary School and took the kids on a field trip to the jail. The department will be assisting with hosting a training seminar to area businesses and churches for active shooter training on April 19th at 6:00pm.
10. **Fire Department Report:** Fire Chief Hicks reported that they assisted with a lift call this week. They recently recruited two new members who are high school students and available during the day to assist with calls. The department has contacted 3-4 other individuals for recruitment as well. The new air packs are here and in service. Chief is having everyone test out on them before they can use the equipment. New radios were also purchased, which the Fire Association contributed for a portion of the payment. Chief has been attending meetings twice a week in preparation for active shooter training that will be for emergency management in May. Pump testing on the trucks will be held on April 25th which was delayed due to the weather. The fire department will be attending the health fair this coming weekend.

11. **Health, Protection and License Committee Report:** Alderperson Blaser reported they are working on getting officers hired to fill vacancies.
12. **Board of Public Works Committee Report:** Alderperson Drake
- a. Discussion & possible action on Road Construction Bids
MOTION: Sparks/Drake
Motion to accept bid for \$2,536,646.28.
Withdraw motion: Sparks/Drake
MOTION: Sparks/Drake
Motion to accept public works bid for \$911,223.14 for road construction projects.
Roll Call Vote: All Ayes **MOTION CARRIED**
 Preconstruction meeting will be May 10th at 10 am and public meeting will be May 10th at 7pm
 - b. Discussion & possible action State Municipal Agreement
MOTION: Drake/Blaser
Motion to sign the State Municipal Agreement to dissolve the previous agreement.
Voice Vote: All Ayes **MOTION CARRIED**
 - c. Discussion & possible action on Accepting interim financing from Peshtigo National Bank ó no action as this is a utility agenda item and will be on next council meeting.
 - d. Discussion & possible action on signing authority on public works Project, paperwork, and contracts.
MOTION: Blaser/Drake
Motion to authorize Public Works Foreman, Shane Rank, authority to sign all public works project paperwork and contracts for our up-coming construction.
Voice Vote: All Ayes **MOTION CARRIED**
MOTION: Drake/Sparks
Motion to we approve half of the geotextile fabric and stump removal to the public works portion of the road project for \$7,260.30.
Roll Call Vote: All Ayes **MOTION CARRIED**
13. **Utility Committee Report:** Alderperson
- a. Discussion and Possible action on signing authority on Utility Projects, paperwork, and contracts
MOTION: Drake/Blaser
Motion to authorize Utility Operator, Ron Anderson, for signing authority on utility projects, paperwork, and contracts.
Voice Vote: All Ayes **MOTION CARRIED**
- Utility Operator Ron Anderson reported that spring flush is coming soon. The electrical panel at well 2 is working good and they completed the wet test at that waste treatment plant. Currently the department is working on fixing water issues.
14. **Finance and Personnel Committee Report:** Alderperson Mohr ó no new report.
15. **Park and Cemetery Committee Report:** Alderperson Sparks reported the civic club is interested in putting up a fence by the Boy Scout cabin in Zippel Park, quotes will be obtained. Public Works has finished all the maintenance on the park picnic tables.
- a. Discussion and Possible Action on Trailhead
MOTION: Drake/Blaser
Motion that we go ahead with the Trailhead project.
Roll Call Vote: Blaser, Sparks & Drake ó Ayes; McCarthy - nay **MOTION CARRIED**
 - b. Discussion and Possible Action on federal grant money Recreational Trails Program RTP-856-17M for \$45,000.00
MOTION: Drake/Blaser
Motion that we accept the Recreational Trails Program RTP-856-17M grant for \$45,000.
Roll Call Vote: Blaser, Sparks & Drake ó Ayes; McCarthy - nay **MOTION CARRIED**
 - c. Discussion and Possible Action on state grant money All-Terrain Vehicle ATV-3761 for \$88,000.00
MOTION: Drake/Blaser
Motion to accept the state grant money All-Terrain Vehicle ATV-3761 for \$88,000.
Roll Call Vote: Blaser, Sparks & Drake ó Ayes; McCarthy - nay **MOTION CARRIED**

16. **Planning Committee Report:** Alderperson McCarthy reported that trailhead passed and went to parks committee.
17. **Clerk Treasurer's Report:** Clerk reported that we received confirmation that our 2017 tree grant submission was approved and we will be receiving our \$5,000 reimbursement. The audit is currently being finalized by the auditors. Office is assisting with the road construction projects. Kim will be working with Shane to complete the Recycling Union annual report as well as completing the Block Grant annual report that is due this month. Kim will be at Municipal Treasurer's training the end of April for a couple days.
18. **Attorneys Report:** Attorney Schmid reported that the personal property tax action has been resolved and the \$4,000 payment has been received in the clerk's office. He also reported that this is his last council meeting and he enjoyed working with the City for the past thirty some years.
19. **Mayor's Report:** Acting Mayor and Alderperson Mohr thanked Attorney Schmid for all of his assistance over the years. She also thanks everyone for their patience since May while she was Acting Mayor.
20. Adjournment at 6:55 PM.

MOTION: Drake/Sparks

Motion to adjourn.

Voice Vote: All Ayes - MOTION CARRIED

Respectfully Submitted,
Kim Gruetzmacher, Clerk Treasurer