

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

Thursday, September 7, 2017 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 Marie Blaser, Ron Anderson, Josh McCarthy, Irene Drake, Clerk/Treasurer Kim Gruetzmacher, Attorney Tim Schmid, Utility Operator Bob Schroeder, Police Chief Jess Keplinger, and Fire Chief Greg Rudie. Also present were Maureen Schiel from Ehlers, Warren Bluhm editor of Oconto County Time Herald, and Kevin Smith. Public Works Foreman Shane Rank, and Alderperson Mark Sparks were excused. Mayor William Pecha was medically excused.

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 August 3, 2017.

MOTION: Drake/Blaser

Motion to approve minutes as printed.

Voice Vote: All Ayes; Anderson abstained - **MOTION CARRIED**

5. **CDA Report:**

- a. Discussion and Possible action on Bond Schedule

MOTION: Drake/Anderson

Motion to approve ordinance number 10-2017.

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

Alderperson Mohr reported inspection of campground was completed and is good through August 18, 2022. City needs to provide sanitary directions in the campground as well as post a 24 hour access phone number. City to check with Oconto County to see if we could utilize their non-emergent phone number.

6. **Library Report:** Alderperson Mohr - Written report

Part-time employee Jody Bierhals turned in her resignation, so library is looking to fill the part-time position.

7. **Tourism & Marketing Commission Report:** Alderperson McCarthy reported on behalf of Jake Steldt.

- a. Discussion and Possible action on advertising – leave lay

8. **Financial Report:** Kim Gruetzmacher

- a. Updated Monthly Check Register Provided

MOTION: Anderson/Blaser

Motion to accept the August 2017 check register.

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

- b. Discussion with Ehlers Financial

Maureen Schiel from Ehlers Financial presented council with updated base case and financial plan.

9. **Police Department Report:** Police Chief Keplinger
- Discussion on Incident Summary Report –Report Included. Chief Keplinger reported that August was a record setting month for amount of calls. In 2016 the department had total calls of 1,484 and in 2017 through August 31, 2017 there are already 1,500 calls.
 - Discussion on Training and Public Relations- Chief reported he met with the new high school principal. Alice training will be continued at the school this year, with a full scale mock drill to be held in October or early November. Fair went well, few minor incidents. Officer Schneider took a lot of good intelligence with a drug search warrant on August 17, 2017. Department completed search warrant that took down a moderate indoor marijuana grow.
10. **Fire Department Report:** Fire Chief Rudie
- Discussion on Training, Public Relations, and Incident Summary Report
Chief Rudie reported there was one call during the month which was a mutual aid call to Oconto Falls structure fire. Department had extraction training with Gillett Ambulance and Underhill Fire Department with cars donated by Iron Horse. Department completed in house electrical repairs to the ladder truck. Two companies came in and demonstrated the MSA & Intersperio air packs to the department. Department currently has 5 open roster spots they are looking to fill. Fire Association purchased a sound system which any community group can call and ask to use for their events.
11. **Health, Protection and License Committee Report:** Alderperson Blaser – no report.
12. **Board of Public Works Committee Report:** Alderperson Drake – no report.
- Discussion and Possible Action on tree removal on South Elm – leave lay
MOTION: McCarthy/Blaser
Motion to acquire Bear's Tree Service to take down tree on S. Elm in total of \$1,350.
Roll Call Vote: Nays : Anderson, Blaser, And McCarthy
Ayes - Drake **MOTION NOT CARRIED**
Our policy doesn't specify who is responsible for the cost of the removal. Attorney Schmid to get sample policy for encroaching right of way for street. City needs to look at possible cost sharing or set limits.
13. **Utility Committee Report:** Alderperson Anderson reported that utility received the water money from the USDA so there are now obligated funds for both water and sewer. Joint meeting with public works will be held at end of the month to discuss projects. Utility Operator, Robert Schroeder reported that Seneca is running harder now, mid-month they were only at half capacity.
14. **Finance and Personnel Committee Report:** Alderperson Mohr reported that committee is gearing up for budget meeting on September 18 beginning at 1:00 pm. Each department has time slot to come and review items with committee.
15. **Park and Cemetery Committee Report:** Alderperson Sparks was absent; no report.
16. **Planning Committee Report:** Alderperson McCarthy
- Discussion and Possible action on Tiffany Holtz Real Estate Group authorized to sell the Ridgewood Heights Lots – leave lay until next planning committee meeting
 - Discussion and Possible action on building permit for Rick Raatz
MOTION: Anderson/Blaser
Motion that we issue building permit for storage shed.
Voice Vote: All Ayes - **MOTION CARRIED**
 - Discussion and Possible action on building permit for Sandie Fullerton – no action taken care of by clerk's office because it was a roof permit.
 - Discussion and Possible action on Trailhead Grant – no action taken
 - Discussion and Possible action on Extension for Krueger Raze Order 30 day due Oct 8, 2017
MOTION: Drake/Anderson
Motion to extend Krueger raze order by 30 days with stipulation he report to planning committee by next planning meeting on October 2, 2017.

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

- f. Discussion and Possible action on Gilligan extension on raze order – no action taken; planning committee recommendation to have him report to planning committee by October 2, 2017. No extension granted.
17. **Clerk Treasurer's Report:** Kim Gruetzmacher reported that we are working on preliminary budget items.
18. **Attorneys Report:** Attorney Schmid reported that the Town of Brazeau decided not to join our municipal court. Letters were sent to all businesses that had delinquent personal property tax and all but two have paid. If no payment the next step will be circuit court collection.
19. **Mayor's Report:** Acting Mayor and Alderperson Nanette Mohr
 - a. Discussion and Possible action on moving October council date to October 12, 2017 at 6PM
MOTION: Drake/Anderson
Motion to move October council meeting one day sooner to October 4, 2017 at 6:00 pm due to conflict.
Voice Vote: All Ayes - **MOTION CARRIED**
20. 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.
MOTION: Drake/Anderson
Motion to go into closed session to include Kim Gruetzmacher, Attorney Tim Schmid, council, and Robert Schroeder.
Roll Call Vote: All Ayes - **MOTION CARRIED**
Went into closed session at 7:54 pm.
21. Committee will return to open session and may take action on matters discussed in closed session. – returned to open session at 8:20 pm; no report.
22. Adjournment at 8:21 PM.
MOTION: Blaser/Anderson
Motion to adjourn.
Voice Vote: All Ayes - **MOTION CARRIED**

Respectfully Submitted,
Kimberly Gruetzmacher, Clerk Treasurer